



**Invitation for Bid No. 2023-010**

**Union County Public Library  
Exterior Renovation**

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**ADDENDUM No.3**

**ISSUE DATE: January 18, 2023**

Responding Offerors on this project are hereby notified that this Addendum shall be made a part of the above named IFB document.

The following items add to, modify, and/or clarify the IFB documents and shall have the full force and effect of the original Documents. This Addendum shall be acknowledged by the Offeror in the IFB document.

Union County Public Library Exterior Renovation  
Project No.: 2020-049  
Issue to: Bidders for Bid #2023-010R

Union County, Owner  
Contract Document Date: August 19, 2022  
Addendum Date: January 18, 2023

A. NOTICE TO BIDDER

- 1.1 This Addendum is issued pursuant to the Conditions of the Contract and is hereby made part of the Contract Documents. The addendum serves to clarify, revise, and supersede information in the Project Manual, the Drawings, and previously issued Addenda. The Bidder shall acknowledge receipt of this Addendum in the appropriate space on the Bid Form. Failure to do so may subject the Bidder to disqualification. A list of attachments, if any, is part of this document.
- 1.2 Due to the minimum number of qualified bidders not submitting bids, this project is being rebid as Bid Number 2023-010R. The date for receipt of bids for this project **has been changed by this Addendum to January 31, 2023 at 10:00 AM at the Union County Government Center, 500 N. Main Street, Room 709, Monroe, NC.**
- 1.3 Pre-Bid Conference: A Pre-Bid Conference was held at the Union County Main Public Library on December 14, 2022, at 1:00 pm. Any clarifications issued as a result of the meeting are addressed by Addendum; verbal information provided does not alter the content of the bidding documents.

B. MODIFICATIONS TO PREVIOUS ADDENDA **(None)**

C. APPROVED SUBSTITUTION REQUESTS **(None)**

D. MODIFICATIONS TO PROJECT MANUAL **(None)**

E. MODIFICATIONS TO DRAWINGS **(None)**

F. ATTACHMENTS

- 1.4 This Addendum includes the attached documents and specification sections:
  - a) Revised Section 00 00 00 – Cover Sheet (Revised Bid Number)
  - b) Revised Section 00 11 13 – Advertisement for Bid (Revised Bid Date)
  - c) Revised Section 00 11 16 – Invitation to Bid (Revised Bid Date)
  - d) Revised Section 00 41 13 – Bid Form (Revised Bid Number and Number of Days to Complete)
- 1.5 This Addendum includes the following attached drawings: **(None)**
- 1.6 This Addendum includes the following Questions and Answers: **(None)**

END OF ADDENDUM 3



## **Invitation for Bid No. 2023-010R**

### **Union County Public Library Exterior Renovation**

**Bid Due Date:** January 31, 2023  
**Time:** 10:00 AM Local Time  
**Receipt Location:** Union County Government Center  
Procurement Department  
500 N. Main Street, Suite 709  
Monroe, NC 28112

#### **Non-Mandatory Pre-Bid Conference and Site Visit**

**Date:** December 14, 2022  
**Time:** 1:00 PM Local Time  
**Receipt Location:** Union County Mail Public Library  
316 E. Windsor Street  
Monroe, NC 28112

#### **Procurement Representative:**

Vicky Watts  
Senior Procurement Specialist  
Procurement Department  
(704) 283-3601  
[vicky.watts@unioncountync.gov](mailto:vicky.watts@unioncountync.gov)

#### **Prepared by:**

Creech & Associates  
1000 W. Morehead Street  
Suite 120  
Charlotte, NC 28208  
(704) 376-6000

UNION COUNTY, NORTH CAROLINA

ADVERTISEMENT FOR BID

IFB #2023-010R Bid

Union County Public Library Exterior Renovation

Sealed Bids for Union County Library Exterior Renovation will be **received by the Union County Procurement Department until 10:00 PM local time on January 31, 2023**, at the Union County Government Center, 500 N. Main Street, Suite 709, Monroe, NC 28112. Late bids will not be accepted.

If a Bid is sent by mail or other delivery system, the sealed envelope containing the Bid shall be enclosed in a separate package plainly marked on the outside with the notation "**BID ENCLOSED – 2023-010R Bid**" and shall be addressed to Union County Procurement Department, Vicky Watts, 500 N. Main Street, Suite 709, Monroe, NC 28112.

A Non-Mandatory Pre-Bid Conference and Site Visit meeting will be held on **December 14, 2022, at 1:00 PM** local time at the Union County Public Main Library, 316 E. Windsor Street, Monroe, NC 28112. Please check-in and remain at the front desk.

**Scope of Work:** Replacement of exterior cladding.

The Work shall be completed in a single phase. The Work includes coordinating with Union County Facilities Department for access, security, and shut-downs.

**All questions about the meaning or intent of the Bidding Documents are to be submitted in writing to the Procurement contact person listed on the cover page ([vicky.watts@unioncountync.gov](mailto:vicky.watts@unioncountync.gov)). Deadline for questions is 5:00 PM local time on January 23, 2023.** Questions will be addressed via Addenda no later than 4 days prior to bid date.

The Issuing Office for the Bidding Documents is:

Creech & Associate  
1000 W. Morehead St., Suite 120  
Charlotte, NC 28208

Prospective Bidders may examine the Bidding Documents at the Issuing Office or at the Union County Procurement Office at 500 North Main Street, Suite 709, Monroe, NC on Mondays through Fridays between the hours of 8:00 am and 5:00 pm, and may obtain copies of the Bidding Documents as describe below.

For question concerning obtaining plans and specifications, please contact:

John Crawford  
[jcrawford@creech-design.com](mailto:jcrawford@creech-design.com)

Bidding Documents are available in electronic or printed form from Duncan-Parnell via their bid room <http://www.dpibidroom.com>. Registration with Duncan-Parnell is required to obtain the bid documents. There is no charge for registration. Printed hardcopies of the Bidding Documents can be ordered and shipped for an additional fee, which will depend on the number of sets, size of Drawings, applicable taxes, and shipping method selected by the prospective Bidder. The approximate costs of the Bidding Documents and shipping are non-refundable, and are as follows:

- Download (PDF) \$52.00 plus tax

- Printed Set: \$69.00 plus tax
- Printed Set and Digital Set \$94.00 plus tax

Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda if any, obtained from sources other than the Issuing Office or Duncan-Parnell.

Bids will be received for a single prime, lump sum Contract.

Bidders must have a license to do work as a contractor in the State of North Carolina, as set forth under Article 1 chapter 87 of the North Carolina General statutes. The bidder's North Carolina Contractor license number shall be designated on the outside of the sealed envelope containing the Bid.

Bidders are required to provide a non-collusion affidavit, as set forth in the bidding documents.

As provided by statute, a deposit of cash, cashier's check or certified check on some bank or trust company insured by the Federal Deposit insurance Company, or a bid bond executed by corporate surety licensed under the laws of North Carolina to execute such bonds in the amount of 5% of the bid must accompany each bid. The payee shall be "**Union County**". Said deposit shall guarantee that the Agreement will be entered into by the successful bidder if award is made. Such deposit may be held by Union County until the successful bidder has executed and delivered all required Contract documents to Union County.

Bidders should note the provisions of the Supplementary instruction to bidders contained in the Bid Documents regarding minority participation. Union County encourages good faith effort outreach as described in the Union County MBE and Small business Outreach Plan. Compliance with Union County Minority and Small Business Guidelines and Outreach Plan goals apply. Bidders shall submit a completed identification of Minority Participation form and either an Affidavit A or Affidavit B, as applicable along with their Bid.

The Owner reserves the right to reject any or all bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. Owner further reserve the right to reject the Bid and Bidder whom they find, after reasonable inquiry and evaluation, to not be responsible. Owner may also reject the Bid and Bidder if the Owner believes that it would not be in the best interest of the Project to make an award to that Bidder. Owner also reserves the right to waive all informalities and technicalities not involving price, time, or changes in the Work and to negotiate, as allowed by law, contract terms with the Successful Bidder.

END OF DOCUMENT 00 11 13

1.1 PROJECT INFORMATION

A. Notice to Bidders: Bidders are invited to submit bids for Project as described in this document.

1.2 Related Sections:

- A. 00 11 13 Advertisement for Bids
- B. 00 21 00 Instructions to Bidders
- C. 00 22 00 Supplementary Instructions
- D. 00 25 00 Pre Bid Meetings
- E. 00 41 13 Bid Form – Stipulated Sum
- F. 00 43 13 Bid Security Form
- G. 00 43 39.13 Guidelines for Recruitment and Selection of Minority Business
- H. 00 45 19 Non-Collusion Affidavit
- I. 00 45 36 Equal Opportunity Employment Affidavit
- J. 00 45 39 MBE Provisions Affidavit

1.3 Project Identification:

- 1. Name: Union County Public Library Exterior Renovation
- 2. Location:
  - a. 316 E. Windsor St. Monroe, NC 28112
- 3. Designer: Creech & Associates
  - a. Creech & Associates, 1000 W. Morehead Street Suite 120, Charlotte, NC 28208  
(704) 376-6000
- 4. Owner: Union County
  - a. The Owner designates persona as its representative and a Point of Contact for this Bid. Bidders shall restrict all contact and direct all questions regarding this Bid, including responses. Questions regarding terms and conditions, and technical specifications, to the Procurement Point of Contact listed below in writing (via email) no later than **January 23, 2023 at 5:00pm.**
  - b. Owner's Point of Contact:
    - Vicky Watts, Senior Procurement Specialist
    - Union County Procurement Department
    - 500 N. Main Street, Suite 709
    - Monroe, NC 28112
    - 704.283.3601
    - [vicky.watts@unioncountync.gov](mailto:vicky.watts@unioncountync.gov)

1.4 SUMMARY

- A. The Work consists of the replacement of all exterior cladding.
- B. Architect Identification:
  - 1. Project Designer: Creech & Associates
  - 2. Owner: Union County, NC.
- C. The project will be constructed in one phase.
- D. Construction Contract: Bids will be received for the following work:

1.5 BID SUBMITTAL AND OPENING

A. Owner will receive sealed bids until the bid time and date at the location indicated within the section 00 11 13 Advertisement for Bidders for Bid IFB# 2023-010R Bid.

1.6 BID SECURITY

A. Bid security shall be submitted with each bid in the amount of **5** percent of the bid amount. No bids may be withdrawn for a period of **90** days after opening. Owner reserves the right to reject any and all bids to waive informalities and irregularities.

1.7 DOCUMENTS

- A. Online Procurement and Contracting Documents. Complete sets of Bidding Documents can be obtained from the Issuing Office as described within the section 00 11 13 Advertisement for Bidders for Bid IFB# 2023-010R Bid.

1.8 Time of completion and liquidated damages

- A. Bidders shall begin the Work on receipt of Notice to proceed and shall complete the Work within 272 calendar days. Work is subject to liquidated damages of **\$100.00 per day**.

1.9 BIDDERS QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. **A Performance and Payment Bond and Insurance in a form acceptable to Owner will be required of the successful Bidder.**

END OF DOCUMENT 00 11 16

**BID INFORMATION**

Name of Bidder: \_\_\_\_\_

Date: \_\_\_\_\_

Project Name: Union County Public Library Exterior Renovation

Owner: Union County

Owner Project Number: IFB # 2023-010R Bid

Designer: Creech and Associates

Designer Project Number: 2020-049

**CERTIFICATIONS OF BASE BID**

The undersigned Bidder, hereby declares that he has carefully investigated the scope of work and having thoroughly familiarized himself with the Contract Documents relative hereto, and has read all special provisions furnished prior to the opening of the bids; that he has satisfied himself relative to the work to be performed. The bidder further declares that he and his sub-contractors have fully complied with NCGS 64, Article 2 in regards to E-Verification as required by N.C. General Statute 143-129(j). The bidder agrees to hold the proposed bid price for 90 days.

The bidder proposes and agrees if this proposal is accepted, to contract with Union County Government, in the form of contract specified, to provide all necessary labor, equipment, materials, machinery, tools, apparatus, transportation, services, fees, permits, etc., to complete the construction Union County Public Library Exterior Renovation, all in accordance with the aforementioned Contract Documents to the full and entire satisfaction of Union County Government, with definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and the Contract Documents for the lump sum of:

**Provide 5% of base bid price as an owner contingency allowance and provide a Total Base Bid Price. Any funds not used from this allowance will be returned to the Owner by deduct change order.**

**A) BASE BID PRICE:**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).

**B) OWNERS CONTINGENCY:**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).

**C) TOTAL BASE BID PRICE WITH OWNER CONTENGENCY (A+B=C):**

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).

**SUB-CONTRACTOR LIST:**

The following shall execute subcontracts with the Bidder for the portion of the work indicated:

Electrical Sub-Contractor (Name & License No.):

\_\_\_\_\_ License No. \_\_\_\_\_

Creech & Associates  
Project #2020-049

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00 41 13

Union County Public Library Exterior Renovation  
Construction Documents – Add 3 - 01-18-2023



Mechanical Sub-Contractor (Name & License No.): \_\_\_\_\_ License No. \_\_\_\_\_

**ALTERNATIVE BID PRICES:**

The following Alternate Prices, representing the total cost to the Owner when the scope of the work is changed and when approved by the Architect, are hereby submitted and are guaranteed to remain valid and in force for the duration of the construction period. Refer to Division 01 Section "Alternatives" for descriptions of Alternates and conditions for submittal of Alternate pricing. Indicate whether alternates are additions or deductions from Bid Sum.

Alternate No. 1: \_\_\_\_\_ \$ \_\_\_\_\_

Replace exterior coping with new 24 gauge dark bronze coping per spec 07 71 00.

Alternate No. 2: \_\_\_\_\_ \$ \_\_\_\_\_

Provide cost estimate to replace exterior metal panels with Alucobond Plus – Driftwood Mica (Classic Collection).

**TIME OF COMPLETION**

The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issues by Architect and shall fully complete the Work within **272 calendar days**.

**LIQUIDATED DAMAGES:**

The undersigned further agrees, stipulates, and fixes as Liquidated Damages if delayed, but not as a penalty, the sum of **One Hundred Dollars (\$100.00)** per calendar day that the undersigned together with the undersigned's surety shall pay the Owner for each calendar day or part thereof that expires after the date specified for the substantial completion of the work and until the Work is Substantially complete. By bidding, the undersigned hereby agrees to be responsible for liquidated damages.

**BID SECURITY:**

Accompanying this proposal is a bid security five percent (5%) of the Total Bid Price Sum in accordance with Instructions to Bidders in the form of (check one):

- Bid Bond (AIA Document A310-2010), or
- Cash, or
- Cashier's Check, or Certified Check.

**RECIPT OF ADDENDA:**

The undersigned acknowledges receipt of the following addenda which will be considered as part of the contract Documents:

Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____

**MBE INFORMATION:**

Acknowledgement and submittal of MBE information is included with this Proposal:  Yes  No

**CONTRACTOR’S LICENSE:**

The undersigned further states that it is a duly licensed contractor for the proposed work in the State of North Carolina, and that all fees, permits, etc. pursuant to submitting this proposal have been paid in full.

**ACKNOWLEDGEMENT AND REPRESENTATIONS:**

If notice of acceptance of this bid is given to the undersigned within 90 days after the date of opening of bids, or any time thereafter before this bid is withdrawn, the undersigned will execute and deliver an Agreement in the prescribed form promptly after it has been presented to him for signature. Certificates of Insurance and Performance and Payment bonds shall be furnished to the Owner at the execution of this agreement and as required by North Carolina General Statutes.

Upon request of the Owner, the undersigned bidder agrees to submit evidence in affidavit form of applicable experience, adequate financial resources, work in hand capacity, adequate organization, and acceptable past performance. Submittal will be in the form of AIA Document A305 Contractor’s Qualification Statement. Bidder’s qualifications information shall be considered confidential.

The undersigned bidder certifies that neither he/she, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in conjunction with this bid. The person signing this bid form represents that he/she has full authority and representative capacity to execute this Bid Form in the capacity indicated below.

The undersigned agrees that in the case of failure on his part to execute the said contract and the bond within ten (10) consecutive calendar days after written notice being given of the award of contract, the certified check, cash or bid bond accompanying this bid shall be paid into the funds of the Owner’s account set aside for the Project, as liquidated damages for such failure; otherwise, the certified check, cash or bid bond accompanying the Proposal shall be returned to the undersigned.

The undersigned bidder agrees that they are expected to act as Project Expediter and coordinate work of all other contractors.

The firm signing this bid and registered under that name is legally qualified to perform all work included in the scope of the contract as determined by the State of North Carolina, in granting the registration.

**PROPOSAL SIGNATURE:**

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Name of firm or corporation making bid)

By: \_\_\_\_\_  
Signature and Typed Name

Title: \_\_\_\_\_

Address of Bidder: \_\_\_\_\_

\_\_\_\_\_

Bidders N.C. Contractor License No. \_\_\_\_\_

Type of License: \_\_\_\_\_

Limitations: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

Title: \_\_\_\_\_

END OF DOCUMENT 00 41 13