



## Henderson County Capital Projects

100 North King Street, Suite 206  
Hendersonville, North Carolina 28792

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**Memorandum To:** *Interested Qualified Bidders*

**From:** *Thad Ninnemann  
Capital Projects Project Manager*

**Subject:** *Request for Proposals:  
Blue Ridge Community College Flat Rock Building Rest Room Renovation*

**Date:** *February 17th, 2021*

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Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, traffic control, supervision, disposal fees, permits, inspections, etc. for rest room renovations in the Flat Rock Building on the campus of Blue Ridge Community College.

**Mandatory Pre-Bid Meeting:**      **March 3rd, 2021 @ 2:00 pm**  
Flat Rock Building Main Entrance  
Blue Ridge Community College  
625 College Drive  
Flat Rock, NC 28731

**Proposals are due:**                      **March 17th, 2021 by 2:00 pm**  
Henderson County Government Offices  
Attention: Thad Ninnemann  
100 North King Street, 2<sup>nd</sup> Floor, Suite 206  
Hendersonville, NC 28792

**Locations of Work:**                      BRCC Flat Rock Building  
625 College Drive  
Flat Rock, NC 28731

**Last Day for Questions:**              March 8<sup>th</sup>, 2021 by 5:00 pm. Questions must be received  
in written form by the time and date indicated. Submit all  
questions to the BRCC Project Coordinator  
Marshall Morris @ [Marshallm@blueridge.edu](mailto:Marshallm@blueridge.edu).

Sealed hard copy bids will be received from bidders by Henderson County at the Henderson County Government Offices, 100 North King Street, Suite 206, Hendersonville, North Carolina 28792 until 2:00 pm on March 17th, 2021.



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### Detailed Scope of Work:

The project scope is inclusive of, but not limited to: Provide a turnkey project inclusive of all labor, materials, traffic control, supervision, disposal fees, permits, inspections, etc. to the work outlined in the architectural drawings, bid documents and instructions from the mandatory Pre-bid meeting. Work areas and delivery routes to be left in a clean and good condition.

All fixtures, casework, hardware, partitions, lighting and colors are to match the recently renovated Men's restroom on the 2<sup>nd</sup> floor. No substitutions allowed. A list of manufactures & model #s used for the Men's restroom will be provided at the Pre-Bid

**Option #1:** Separate pricing is requested for the 2<sup>nd</sup> Floor RCP Criminal Justice LED lighting upgrade (Drawing A-106, detail D1 & D2). This is not to be included in the base bid.

**Option #2:** Separate pricing is requested to conceal electrical conduit in wall cavity of Unisex restroom (Drawing A-106, detail A2). This is not to be included in the base price

### General:

- Time of Completion: The awarded Contractor must be complete by **May 31<sup>st</sup>, 2021**.
- Furnish the necessary supervision, labor, tools, equipment and materials to complete the work outlined in the pre-bid meeting.
- Obtain any and all required permits and inspections.
- COVID-19 Safe Protocols must be followed.
- Construction on the adjoining Patton building and associated new building will be ongoing during the entire time of the Flat Rock building renovation. During most of the renovation, there will be an open trench and utility work blocking access to the Flat Rock building lakeside parking lot. Construction fencing will be installed along the drop off loop sidewalk limiting entry to where the ADA curb is and the North stairwell.
- All vehicles must park at a designated area at the Maintenance Building parking lot. Due to construction on the adjoining Patton building, no parking will be available at the Flat Rock building job site. Access to the Flat Rock building drop off loop will not be blocked at any time. Parking will not be allowed in the small parking area across the street from the Flat Rock building. Vehicles will not be allowed to park on the side of roads or on grass.
- Deliveries will be allowed at the drop off loop ONLY if scheduled with advance 24-hour notice. The drop off loop is used for Police parking and the BRCC Project Coordinator must be coordinate deliveries with the Police. All material deliveries must be transported up the stairs. The elevator will not be used for transporting construction materials.
- All debris removal must be transported down the stairs. The elevator will not be used for transporting debris.



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- Work schedule limitations to be coordinated with the Blue Ridge Community College Project Coordinator. Contractors and sub-contractors are limited to the work areas. The College has testing which is required by the State and there may be times that noise from machines, power drills and saws and welders may not be allowed. Coordination of these times will be discussed during construction meetings. A schedule of classes that may affect the Flat Rock Building will be provided to the awarded contractor before the start of the job.
- Work will be permitted Monday – Friday from 7:00am – 8:00pm (with exceptions of the before mentioned College’s testing times). Work outside of these hours (including weekends may be permitted with prior approval of the College’s Project Coordinator.
- All road closures for material/equipment delivery and removal etc. must be scheduled with the BRCC Project Coordinator in advance. The Contractor must provide flaggers at any time roads or lanes are closed.
- A dust containment wall or curtain must be erected & maintained at the entrances to the restrooms being renovated. This is to remain in place during the entire renovation. Any damage, scuffs, indentations or marks made by the containment wall or curtain must be repaired after removal.
- Daily Cleanup of all affected work areas and paths of entry and material delivery or removal including stairwells and elevator.
- Any damage to walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense.
- All areas of construction must be barricaded off and have signage designating construction area. Communication with students is not permitted. Shirts are required at all times.
- The Contractor will need to provide a portable toilet. The provision, maintenance and expense will be the Contractor’s responsibility. A convenient location will be provided at the Flat Rock building. The Contractor will not be allowed use of the restrooms in the building.
- All utility interruptions are to be scheduled with the owner. This includes times which the fire notification may need to be taken offline.
- Temporary storage pods for supplies may be parked at a designated area of the Maintenance Building parking lot. BRCC will not be responsible for the security of this equipment or stored items.
- A 120 volt/ 20 amp/ single phase circuit will be provided by the owner for power tools. Any electrical needs beyond this are the responsibility of the Contractor.
- The contractor will not be allowed to use College dumpsters. Due to construction associated with the adjoining Patton building, no construction dumpsters will be allowed at the Flat Rock building. If the Contractor requires a dumpster, this will be the responsibility of the Contractor.



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Space for a contractor provided dumpster will be provided at a designated area of the Maintenance Building parking lot.

- Free parking permits will be issued to Contractor and his Subcontractors. These must be displayed from the rear-view mirror and visible.

Weapons are prohibited on school property. It is the policy of Blue Ridge community College that the campus shall be free of unauthorized weapons. No Contractor, subcontractor or employee, while on campus, shall carry or encourage another person to carry, whether openly or concealed an unauthorized weapon as defined by G.S 14-284.1.

### **The following information must be included in the proposal:**

1. All applicable licensure with North Carolina.
2. Warranty on above work.
3. Proposals to be in the form of a proposed contract signed by the bidder and ready for the County's approval, Blue Ridge Community College's approval and have signature lines for signatures by both agencies.
4. Include a copy of a COI and W-9 form
5. Proposals should include a lump sum price for the base bid work and separate pricing for each alternate listed.
6. Project will be awarded based on base bid.
7. CONTRACTOR MUST STATE ON BID SHEET HOW LONG ALL BID PRICES WILL BE GUARANTEED WITH A MINIMUM OF 30 DAYS.

See "Doing Business with Henderson County" for general information and Henderson County Insurance and Bond Requirements along with Minority Business Participation Guidelines at <https://www.hendersoncountync.gov/county/page/doing-business-henderson-county>

As a party wishing to contract or otherwise do business with Henderson County, You must understand that you have a duty (imposed by North Carolina Law in 2013), as a condition of payment for goods provided or services rendered, to Comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (E-Verify). Further, if you provide the goods and services to the County utilizing a subcontractor, you must require the subcontractor to comply



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With the requirements of Article 2 of Chapter 64 of the General Statutes as well.  
You are required to verify, by affidavit, compliance of these terms of this  
Section upon the County's request.

Henderson County reserves the right to reject any and / or all bids. Qualified contractors interested in bidding on this project may contact **Mr. Marshall Morris** [Marshallm@blueridge.edu](mailto:Marshallm@blueridge.edu)