



Henderson County Capital Projects

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

Memorandum To: Interested Qualified Bidders

*From: Thad Ninnemann
Capital Projects Project Manager*

*Subject: Request for Proposals:
Blue Ridge Community College Henderson Building Roof Replacement/Repair*

Date: April 20, 2021

Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, traffic control, supervision, disposal fees, permits, inspections, etc. to replace the upper roof and make roof repairs/window sealant repairs at the lower roof per the LS3P drawings dated 4/16/2021 for the Henderson Building on the Blue Ridge Community College Henderson Campus

Mandatory Attendance

Meeting w/Owner:

May 4th, 2021 @ 1:30 pm

Henderson Building Main Entrance
Blue Ridge Community College
120 Alumni Way
Flat Rock, NC 28731

Proposals are due:

May 18th, 2021 by 3:30 pm

Henderson County Government Offices
Attention: Thad Ninnemann
100 North King Street, 2nd Floor, Suite 206
Hendersonville, NC 28792

Location of Work:

Henderson Building
120 Alumni Way
Flat Rock, NC 28731

Last Day for Questions:

May 7th, 2021 at 5:00pm. Question must be received in written form by email or USPS letter on or before date indicated. Submit all questions to the BRCC Project Coordinator:

Marshallm@blueridge.edu

Sealed hard copy bids, no emails, 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 May 18th, 2021 @ 3:30 pm.



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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 replace the upper roof and make roof repairs as outlined in the engineered drawing, specifications, bid documents and instructions from the mandatory Pre-bid meeting for the Henderson Building. Work areas and delivery routes to be left in a clean and good condition.

Alternate #1: PROVIDE FALL ARREST SYSTEM FOR ROOF ACCESS HATCH

Alternate #2: ADD TO REPLACE LOWER ROOF AREA AS SHOWN ON DRAWINGS

Time of Completion:

The intent is to have the project substantially complete by July 31st, 2021 due to the resumption of classes in the building. Completion date of July 31st, 2021 includes all alternates chosen.

GENERAL:

- Prior to starting work, the roofing contractor must submit the following:
 - Contractor must submit a timeline for beginning and completion of the project.
 - Shop drawings showing the layout, details of construction and identification of materials.
 - Sample of the manufacturer's Membrane System Warranty.
 - Submit a letter of certification from the manufacturer which certifies the roofing Contractor is authorized to install the manufacturer's roofing system and lists foremen who have received training from the manufacturer along with dates training was received.
 - Submit SDS for all glues and solvents that will be used on the project.
 - Certification from the membrane manufacturer indicating the fasteners are capable of providing a static backout resistance of 10 inch pounds minimum.
- Install all materials and equipment in accordance with manufacturer's instructions and warranty requirements.
- Upon completion of the installed work, submit copies of the manufacturer's final inspection report prior to the issuance of the manufacturer's warranty. Work completion includes receiving all warranties and passing all inspections.
- Contractor is to obtain and pay for any and all required permits and inspections. Any deficiencies found in the installation or materials used in the installation which prevents receiving a green tag from inspectors will be the Contractor's responsibility and expense to correct.
- All edge metal colors will be chosen by Blue Ridge Community College from the manufacturer's standard color chart.



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- Contractor will be responsible for all utility disconnections, reconnections including gas, electrical, plumbing, flue, fire alarm systems.
- Furnish the necessary supervision, labor, tools, equipment, and materials to complete the work outlined in the engineered drawings and pre-bid meeting.
- Work schedule limitations to be coordinated with the Blue Ridge Community College Project Coordinator.
- The Contractor will not be allowed to use College dumpsters. Construction dumpsters will be the responsibility of the Contractor and at the Contractor's expense.
- Contractor will provide traffic flaggers for any road or lane closures needed for delivery of equipment or work to be done.
- Daily Cleanup of all affected work areas and paths of entry and material delivery or removal.
- Any damage to buildings, walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense. This includes any work associated cranes or lifts.

Workmanship

- There shall be a supervisor on the job at all times while work is in progress.
- At minimum, arrange for the roofing system manufacturer's technical personnel to inspect roofing installation as follows: (1) Once approximately halfway through installation (2) On completion.
- Repair or remove and replace components of the roofing system where inspections indicate they do not comply with specified requirements of the manufacturer.
- Any additional testing and inspecting, at the Contractor's expense, will be performed to determine if replaced or additional work complies with the specified requirements of the manufacturer.

Warranty

- Single source warranty required, all materials including but not limited to: membrane, flashings, cover board, insulation and edge materials are to be sourced from a single provider and covered by a Total Roofing System warranty.
- The Roofing System Manufacturer shall inspect the installation and warrant the materials and workmanship of the roofing system against leakage for a minimum of twenty (20) years following acceptance of the completed project by the Owner.



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- The roofing Contractor shall warrant the materials and workmanship of the roofing system against leakage and defects due to faulty materials, workmanship, and contract negligence for a period of two (2) years following acceptance of the completed project by the owner. This warranty will be signed by the installer and provided in writing to the Owner.
- The Manufacturer Warranty shall be a NDL (No Dollar Limit) and non-prorated.

Product Delivery, Storage and Handling

- Deliver materials to the jobsite in the manufacturer's original, unopened containers or wrapping with the manufacturer's name, brand, date of manufacture with directions for storing and mixing with other components. Installation instructions to be intact and legible. Deliver in sufficient quantity to permit work to continue without interruption.
- Comply with the manufacturer's written instructions for proper material storage. Store curable materials (adhesives and sealants) between 60 degrees F and 80 degrees F in dry areas protected from water and direct sunlight. If exposed to lower temperature, restore to 60 degrees minimum temperature before using.
- Store materials containing solvents in dry, well ventilated spaces with proper fire safety precautions. Keep lids on tight. Use before expiration of their shelf life.
- Insulation must be on pallets, off the ground and tightly covered with waterproof materials.
- Any materials which are found to be damaged shall be removed and replaced at the applicator's expense.
- Discard and legally dispose of liquid material that cannot be applied within its stated shelf life.
- Handle and store roofing materials, and place equipment in a manner to avoid permanent deflection of the deck.

Job Site Protection

- Contractor to provide and install temporary hazard barricade on perimeter on roof being repaired.
- Do not overload any portion of the building, either by use of or placement of equipment, storage of materials or placement of debris.
- Take precautions to prevent drains from clogging during the roofing application. Remove debris at the completion of each day's work and clean drains if required. At completion, test drains to ensure the system is free running and drain connections are watertight.
- Remove strainers and plug drains in areas where work is in progress. Remove plugs each night and screen drains.



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- The roofing Contractor shall adequately protect building, pave areas, service drives, lawns, shrubs, trees, etc. from damage while performing the required work. Provide canvas, boards and sheet metal (properly secured) as necessary for protection and remove protection material at completion. The Contractor shall repair or be responsible for costs to repair property damaged during the roofing application.
- During the roofing Contractor's performance of the work, the building owner will continue to occupy the building. The Contractor shall take precautions to prevent the spread of dust and debris, particularly where such materials may sift into the building. The roofing Contractor shall provide labor and materials to construct temporary enclosures to prevent dust and debris in the construction area from entering the building.
- Protect against fire and flame spread. Maintain proper and adequate fire extinguishers.

The following information must be included in the proposal:

1. All applicable licensure with North Carolina.
2. General Workday Schedule for "all anticipated workday start and completions" or stoppage.
3. Warranty on all above work
4. 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 having signature lines for signatures by both agencies.
5. Include a copy of COI and W-9 form
6. Proposals should include a lump sum price for the base bid work with separate pricing for each alternate listed each inclusive of all applicable taxes.

SITE CONDITIONS:

1. The building will be occupied. Contractors and sub-contractors are limited to the work area of the roof and parking lot staging areas. Under no conditions is the Contractor or his subs allowed to enter the building except for roof access.
2. The College has testing which is required by the State and there may be times that noise from machines, power drills and saws may not be allowed. Coordination of these times will be discussed during construction meetings. A schedule of classes and activities for the Henderson building will be provided to the Contractor before the start of the job.
3. Contractor will not be allowed to work on Graduation day. The date of Graduation will be provided to the Contractor well in advance for scheduling.
4. Work will be permitted Monday – Friday from 7:00am – 8:00pm (with exceptions of the before mentioned College's testing times and Graduation). Work outside of these hours (including weekends) may be permitted with prior approval of the College's Project Coordinator



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5. 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.
6. Water will be available to the Contractor at the hose bid on the exterior 1st floor level, parking lot side of the building. All water hoses will be the responsibility of the Contractor to provide.
7. Cranes, lifts, hoists and temporary storage pods for supplies may be parked at a designated area of the Henderson building parking lot. BRCC will not be responsible for the security of this equipment or stored items.
8. If the Contractor requires a dumpster, this will be the responsibility of the Contractor. The Contractor will not be allowed to use College dumpsters. Space for a contractor provided dumpster will be provided at a designated area of the Henderson building parking lot.
9. Sanitary facilities will not be available at the job site. The contractor will not be allowed to use restrooms inside the buildings. The Contractor shall be responsible for the provision and maintenance of portable toilets. A convenient location will be provided at a designated area at the Henderson Building parking lot.
10. Space for Contractor Vehicles will be discussed provided at a designated area of the Henderson building work area. No Contractors will be allowed to park on the side of the access road.
11. Smoking is not permitted on the job site or the college campus. The Contractor and sub-contractors are allowed to smoke inside their vehicles.
12. There will be pedestrian traffic outside of building. Contractor will need to barricade the work area with safety cones, caution tape and construction signage to prevent pedestrians from entering the work area.
13. No vehicles, cranes, equipment will be allowed to cross or drive over grass areas, planter bed or mulch areas, sidewalks or concrete pads and patios without specific approval by the College (this will be discussed further at the pre-bid). Contractor will be responsible to repair any damage.
14. Damage to foliage will be the responsibility of the Contractor to repair or replace at his expense.
15. All road closures for material delivery, cranes, etc. must be scheduled with the BRCC Project Coordinator in advance. The Contractor must provide flaggers at any time roads or lanes are closed.
16. All utility interruptions are to be scheduled with the owner. This includes times which the fire notification may need to be taken offline for welding.
17. Free parking permits will be issued to Contractor and his Subcontractors. These must be displayed from the rear-view mirror and visible.
18. Communication with students is not permitted. Shirts are required at all times.
19. 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.



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Project will be awarded based on base bid.

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 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