



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 Spearman Building Machining HVAC*

Date: *September 29th, 2021*

Mandatory Pre-Bid Meeting: **October 15th, 2021 @ 12:00 pm**
Spearman Building Main Entrance
Blue Ridge Community College
150 East Campus Drive
Flat Rock, NC 28731

Proposals are due: **November 2nd, 2021, by 3:00 pm**
Henderson County Government Offices
Attention: Thad Ninnemann
100 North King Street, 2nd Floor, Suite 206
Hendersonville, NC 28792

Location of Work: BRCC Spearman Building
150 East Campus Drive
Flat Rock, NC 28731

Engineer: Sims Group - Derek Stewart
P.O. Box 5534
Asheville, NC 28813

Carrier Engineer: Eric Hagstrom
(828) 231-5440
Eric.Hagstrom@carrierenterprise.com

Structural Engineer: Ben Poss Kloesel Engineering
(828) 255-0780 x-101
Ben@Kloesel-Engineering.com

Benton Roofing: Caleb Benton
(828) 606-9968
CalebBenton@Bentonroofing.com



Henderson County Capital Projects

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

Last Day for Questions:

October 18th, 2021, at 5:00pm. Question must be 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 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 November 2nd, 2021 @ 3:00 pm.

It is the sole responsibility of the vendor that its bid reaches Henderson County by the designated date and time indicated above.

Scope of Work:

GENERAL:

Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, roof penetrations, roof curbs, curb and roof flashing, pads, traffic control, supervision, disposal fees, permits, inspections to install air conditioning in the Machining Lab in the Spearman building on the campus of Blue Ridge Community College. Contractor is to meet or exceed all requirements and specifications outlined in the engineered and structural drawings. Work area and equipment room to be left in a clean and good condition

- Time of Completion: The awarded Contractor may commence work on December 18th, 2021. Contractor must be complete by April 29th, 2022.
- Contractor must submit a timeline for beginning and completion of the project.
- Install all materials and equipment in accordance with manufacturer's instructions and warranty requirements.
- Contractor is to obtain and pay for all required permits and inspections. Any deficiencies found in the installation or materials used in the installation which prevents receiving a green tag from inspector will be the Contractor's responsibility and expense to correct.
- Contractor will be responsible for all utility disconnections, reconnections including gas, electrical, plumbing, flue, fire alarm systems and Metasys.
- Furnish the necessary supervision, labor, tools, equipment, and materials to complete the work outlined in the engineered drawings, structural drawings and pre-bid meeting.
- Work schedule limitations to be coordinated with the Blue Ridge Community College Project Coordinator.
- Project includes disposal of all debris & packing materials offsite at the Contractor's expense. 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.



Henderson County Capital Projects

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

-
- Any damage to buildings, walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense.
 - Owner is to receive training on all major equipment and controls for Facilities maintenance. Training will include a scheduled walk-through seminar for the owner's personnel. Also explain requirements related to seasonal provisions, security, safety and efficiency.

Roofing Warranty:

The existing roof is a Hydrostop product and is warranted by Benton Roofing. In order to not void the existing roof warranties, the Contractor is required to use Benton Roofing for all roof and curbing flashing associated with any and all roof penetrations for the package units and associated utilities. There will be no substitutions for the roofing subcontractor.

The Roofing Contractor shall warrant the materials and workmanship of the roofing system against leakage and against defects due to faulty materials, workmanship, and contract negligence for a period of two (2) years following acceptance of the project by the Owner.

The Roofing System Manufacturer shall inspect the installation and warrant the materials and workmanship of the roofing system against leakage for a minimum period of ten (10) years following acceptance of the project by the Owner.

Upon completion of work, the owner is to receive roof warranties in writing. This is a condition of final acceptance and payment.

The following information must be included in the proposal:

1. All applicable licensure with North Carolina.
2. General Workday Schedule for "all anticipated workdays 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 inclusive of all applicable taxes as Henderson County is not tax exempt.
7. Reference this RFP and supporting documents in submitted proposal.



Henderson County Capital Projects

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

Alternate for Mechatronics HVAC. BRCC requests pricing to provide turnkey installation of package units on the Spearman building Mechatronic Lab per the engineered and structural drawings. All conditions applying to the Base bid will also apply to the Alternates.

Alternate #1 Mechatronic HVAC: Pricing if done as 1 mobilization in conjunction with the Base bid. _____

Alternate #2 Mechatronics HVAC: Pricing if done as a separate project and requiring a 2nd mobilization. _____

SITE CONDITIONS:

- 1. The lab area beneath where the HVAC package units go contains very delicate and expensive equipment. This equipment is stationary and cannot be relocated. The Contractor will be responsible for covering this equipment up to avoid damage from falling construction dust and dirt. This also applies to Alternate #1 & #2 Mechatronics if either alternate is accepted.**
- 2. If there is any risk of debris falling during the cutting of the roofing or removal of roofing for curbing, the Contractor will be required to build a temporary roof type structure over the equipment to protect it. This will be at the Contractor's expense. This also applies to Alternate #1 & #2 Mechatronics if either alternate is accepted.**
3. The lab areas will be used during construction. There will be times the Contractor will not be able to work due to classes. Class schedules will be provided to the awarded Contractor. Weekly work schedules with details of work planned must be provided to the BRCC Project Coordinator. This will be critical when roof penetrations are planned.
4. No roof penetrations will be allowed until the Contractor has received the package units and roof curbing.
5. Roof curbing will require temporary weather capping until the package units are set in place and permanently flashed.
6. The building will be occupied. Contractors and sub-contractors are limited to the work area of Machining, roofs and associated electrical rooms.
7. 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 for the Spearman building will be provided to the contractor before the start of the job.
8. 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.
9. 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



Henderson County Capital Projects

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

10. Contractor must provide proper ventilation when welding is taking place inside the building. Appropriate measures must be taken to prevent welding fumes from entering the building.
11. 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.
12. Cranes, lifts, hoists, and temporary storage pods for supplies may be parked at a designated area of the parking lot between Spearman building and the Greenhouse. BRCC will not be responsible for the security of this equipment or stored items.
13. Work is being scheduled December 18th, 2021, to January 7th, 2022, to replace the existing concrete slab located in the Automotive courtyard. No other contractors will be allowed in this area during that time. After that time, no contractor vehicles or heavy equipment including cranes will be allowed on the new concrete.
14. 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 to be discussed during the Pre-bid.
15. 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 to be discussed during the Pre-bid.
16. Access to Automotive and Alternative Fuels will not be blocked at any time. Space for (2) Contractor vehicle will be allowed behind the Machining Lab in the fenced in area. No vehicles will be allowed to park on the side of the access road. All other vehicles must park at the parking lot between Spearman and the Greenhouse.
17. Smoking is not permitted on the job site or the college campus. The Contractor and sub-contractors are allowed to smoke inside their vehicles.
18. 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.
19. No vehicles, cranes, equipment will be allowed to cross or drive over sidewalks or concrete pads and patios. Any damage to walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at his expense.
20. All road closures for material delivery, removal of boiler, 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.
21. 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.
22. The contractor will not be allowed to use College dumpsters. If the Contractor requires a dumpster, this will be the responsibility of the Contractor. Space for a contractor provided dumpster will be provided at a designated area of the Continuing Education building side parking lot.
23. Free parking permits will be issued to Contractor and his Subcontractors. These must be displayed from the rear-view mirror and visible.
24. Communication with students is not permitted. Shirts are always required.



Henderson County Capital Projects

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

-
25. 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.
 26. Project will be awarded based on base bid.

ACCEPTANCE OF WORK

1. New air conditioning systems are to be fully functional and operating as intended when the Contractor has completed the project. Contractor shall demonstrate sustained, satisfactory performance of all equipment and systems in a test run of appropriate duration. Owner's personnel will be notified in advance so that they can be present during test run.
2. New air conditioning systems are to receive all inspections, certifications and permits required by local and State agencies. Owner is to receive written copies of all.
3. Owner is to receive all test reports, warranties, maintenance manuals, product data, closeout documents and as-built drawings. This training will include written preventative maintenance schedules and how to adjust or correct equipment as required for proper performance.

See "Doing Business with Henderson County" for general information and Henderson County Insurance and Bond Requirements, Purchase Order/Contract Terms and Conditions Requirements, and Minority Business Participation Guidelines and Requirements 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, and to waive any bid informalities in so far as it is authorized to do so. Qualified contractors interested in bidding on this project may contact **Mr. Marshall Morris @ marshallm@blueridge.edu** .