



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 Health Science Center Painting

Date: December 15, 2021

Mandatory Pre-Bid Meeting: **Saturday, January 8, 2022 @ 9:00 am**
Health Science Center Building
805 6th Avenue West
Hendersonville, NC 28739

Proposals are due: **January 25, 2022, by 11:00 am**
Henderson County Government Offices
Attention: Thad Ninnemann
100 North King Street, 2nd Floor, Suite 206
Hendersonville, NC 28792

Location of Work: Health Science Center Building, 1st Floor
805 6th Avenue West
Hendersonville, NC 28739

Last Day for Questions: January 13th, 2022, at 5:00pm. Question must be in written form by email or USPS letter on or before date indicated. Submit all questions to:
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 January 25th, 2022 @ 11:00 am.

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



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Scope of Work:

GENERAL:

Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, drop clothes, equipment and scaffolding to paint offices in the Health Science building 1st floor. The 1st floor is occupied by Pardee Hospital's Cancer Center. The Contractor shall conduct work in a manner that causes minimum obstruction and inconvenience to the Cancer Center's operations. Regular business hours are Monday-Friday 7:00am – 5:00pm. All work must be initiated and completed during non- business hours.

The Cancer Center's patients are extremely sensitive to odors and fumes. All paints, primers, block-out primers, and solvents are to be no-VOC. In addition, temporary sealing of HVAC vents in offices actively being painted is required to keep paint fumes and odors from entering the central HVAC ductwork and entering other offices and treatment rooms.

Time of Completion:

- The awarded Contractor may commence work upon receipt of Purchase Order and written Notice to Proceed by BRCC within the work schedule limitations.
- Notice to Proceed may be issued in phases (example: NTP for all offices in South wing). BRCC will make every effort to avoid this, but the Contractor should be aware that it might be necessary due to logistical coordination between BRCC and Pardee Hospital. If a phased NTP were necessary, BRCC would make every effort for each NTP to be for as many rooms as Pardee logistics will allow.
- It is preferred that the Contractor be complete by May 30th, 2022. Contractor must be complete 60 days from Notice to Proceed.
- As a Healthcare facility, the Health Science building's Pardee Hospital Cancer Center requires people in their space to properly wear masks. Even though the work is taking place after hours, the Contractor and his workers are required to follow mask protocol as long as Pardee has this requirement in place.
- Contractors should be aware that there may be some room number discrepancies between the room layout drawings and the current numbering on the rooms due to Pardee renumbering. It will be the Contractors responsibility to field verify and to make notes of any such discrepancies.
- Contractor must submit a timeline for beginning and completion of the project.
- Furnish the necessary supervision, labor, tools, equipment, and materials to complete the work outlined in the RFP and pre-bid meeting.



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- Work schedule limitations to be coordinated with the Blue Ridge Community College Project Coordinator.
- Under no circumstances is an office or room to be left partially finished at the end of the workday. Any office or room started must be finished at the end of the workday.
- The Contractor should allow for drying times for the paint regarding the office or room being ready for the tenant to resume work.
- Cleaning of paint brushes, roller covers, and paint related equipment must not be done on the lawn, shrubs, trees, planter beds or building.
- Project includes disposal of the Contractor’s paint cans offsite at the Contractor’s expense. The Contractor must follow State and local regulations on the disposal of paint and paint cans.
- If the Contractor requires a construction dumpster, this will be the responsibility of the Contractor and at the Contractor’s expense. A space will be provided by the outside generator enclosure. The Contractor will not be permitted to use BRCC or Pardee dumpster.
- Contractor shall be responsible for removing spilled, splashed, and splattered paint and/or roller spray from finished items and surfaces – including but not limited to casework, trim work, vinyl base, handrails, and light fixtures.
- Any damage to buildings, pavement, walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense. This includes paint drips, drops and splatters.
- Storage of non-flammable supplies such as latex paint, drop cloths, ladders will be allowed in a designated area of the two 1st floor equipment rooms. All flammable materials must be taken with the Contractor and stored offsite.
- Provide “wet paint” signs and temporary barricades to protect newly coated surfaces. After surfaces have completely dried, remove temporary barricades and “wet paint” signage.

Job Specifics:

Rooms to be painted as part of Base Bid: Note that 1701A, 1701B & 1701C are not on the floorplan drawing. These 3 offices were formerly part of the 1701 waiting area.

1009	1124	1203	1700	1703	1815	1907
1011	1125	1205	1701A	1810	1903	1908
1012	1126	1207	1701B	1811	1904	
1106	1127	1209	1701C	1812	1905	
1122	1201	1507	1702	1814	1906	



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Scheduling:

- At this time, there is an uncertainty on whether the Painting Contractor will be scheduling the office painting sequence or if Pardee will be scheduling the office painting sequence. This is due to logistics between Pardee and their moving contractor. Scheduling will be achieved by one of the following:
 1. The Painting Contractor will submit 5 business days in advance a proposed schedule of offices and other rooms to be painted and the day/night that each is to be painted. The BRCC Project Coordinator will then coordinate with Pardee to ensure their moving Contractor can commit to the schedule desired by the painting Contractor. BRCC will then issue written confirmation of the schedule to the Painting Contractor.
 2. The BRCC Project Coordinator will provide 5 days in advance to the Painting Contractor a schedule of offices to be painted that Pardee has coordinated with their moving contractor. The number of offices scheduled will be based on the quantity of offices the Painting Contractor has stated he can start & complete during an evening/night or weekend painting.
- There may be infrequent evening or weekend events which may prevent work from taking place in the normal “after hours” schedule. BRCC project Coordinator will provide as much advance notice as possible of these events to the Contractor for scheduling purposes.

Painting services are defined as, but not limited to:

- Unless specified different, paint is to be Sherwin Williams ProMar 200 Zero VOC Interior Latex Eggshell
- All paints, primers, block-out primers, and solvents to be no-VOC.
- A full, even textured, and total coverage with even and consistent color is required under the contract regardless of the number of coats necessary to accomplish the result.
- Removal and re-hang of all wall furnishings except permanently attached will b done by Pardee.
- Proper protection of casework, ceiling, floor, doors, windows (anything that is not being directly painted).
- Spot priming is expected as areas require it.
- Window shades and curtains and associated brackets, operating mechanisms (including chains and cranks) will be carefully handled and protected and be kept free of paint and dust.
- Apply material on walls with brush or roller only to match existing color on each wall being painted. Note, some areas may have accent walls.



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- Any rooms with accent walls will use easy release painter's tape to ensure straight paint edges where the accent wall meets the adjoining color.
- Paint all wall surfaces in rooms specified including the interior of closets.
- Cleanup and restoration of the room so that the tenant can immediately start work Monday – Friday @7:00am.
- Prep and light repair (patching and filling) as consistent with this type of work. Note: anything other than the usual and customary should be shown to the BRCC Project Coordinator for direction of work.
- A block-out primer will be required if surfaces can't be covered by normal painting procedures. More than one coat of block-out primer may be required in order to cover the painted surfaces.
- Finish coat or coats of paint will be of the exact shades, texture and consistency as approved by the BRCC Project Coordinator. Approval is only to be given by the BRCC Project Coordinator. The tenant of the office is not to make this decision. Anyone requesting a change in paint color is to be referred to the BRCC Project Coordinator. The Contractor shall not change the color of any paint that has been approved by BRCC.
- The thinning of paint for additional coverage will not be permitted. The Contractor is to follow manufacturer's guidelines on recommended paint coverage.

Preparation of Surfaces:

- All surfaces specified to be painted shall be dry and free of all dirt, grit, nails, staples, picture hangers, stickers, grease, and foreign substances.
- Any cracked, bulging, or gouged wall or ceiling surfaces shall be filled with spackle and sanded smooth. Loose, peeling, blistering, and scaling paint shall be removed and patched properly.
- All rough edges will be feathered into smooth wall or ceiling surfaces. All filled, scraped, and sanded areas will be spot primed before painting.
- Contractor shall repair any holes found in walls or ceilings less than 3" in diameter. Larger areas will be reported immediately to the BRCC Project Coordinator before beginning painting.
- Contractor shall be responsible for protection of painting of doorknobs, door locks, door hardware, light fixtures, mirrors.
- Painting around switch plates, outlet covers, cable and data plates, and phone jacks is not acceptable. All switch plates and outlet plates are to be removed for painting and reinstalled when the paint has dried. Phone jacks, cable and data plates may be loosened and protected so the wall may be painted underneath. The Contractor will be responsible to replace any plates or mounting screws that are a result of this process.



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Clean Up:

Pardee Hospital's Custodial crew works Monday – Friday, 5:00pm – 11:00pm. The painting Contractor shall not disrupt the Custodians cleaning schedule, undo custodial work accomplished, create extra work for the custodians, or have Pardee Hospital's staff return for the workday and find their area untidy and unclean from the painting process.

- There will be no socializing with the Custodial staff.
- 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 in the parking lot by the outside generator enclosure.
- Upon completion of an office or room, the Contractor is to cleanup and restore the room so that the tenant can immediately start work Monday - Friday at 7:00am.
- Cleaning of paint brushes, roller covers and paint related equipment will not be allowed using the building's hand sinks, mop sinks, buildings drains or drinking fountains.
- Daily Cleanup of all affected work areas and paths of entry and material delivery or removal. Daily cleanup will include vacuuming. The Contractor must provide his own vacuum.
- The Contractor may not use on-site office, hallway or common area trashcans.
- The Contractor will not be allowed to use any of Pardee Hospital's refrigerators for the storage of food, drinks or anything else.
- The Contractor will be charged for the cost of any additional work by another cleaning company required to correct any deficiencies noted by the BRCC Project Coordinator that the Contractor fails to remedy within 5 business days of written notification.

Building Security

Due to the scheduling requirement that all work take place after business hours, it is expected that the Contractor will be working evenings, late nights, and weekends when the building would normally be empty of occupants and secured. It is critical that people passing by the building after hours not gain entry to the building.

1. The contractor will be issued 2 keys to the exterior entrance and 1 key for each office that is scheduled to be painted for the coming week.
2. Offices or rooms shall not be left unlocked unless they are being serviced or painted and the Contractor's personnel are on site. Doors must be closed and locked after painting the office or at any time the office is left unattended. Contractor shall be held responsible for all damages or theft to an office not secured.
3. At no time are exterior access doors to be left unlocked, locks disabled, or doors propped open.



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4. The Contractor will not have guests, friends or visitors inside the building.
5. Contractors are limited to the work area on 1st floor where painting is taking place.
6. 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.

SITE CONDITIONS:

- Work will be permitted weekdays: Monday – Friday from 5:30pm – 6:00am and weekends: Saturday 12:00am (midnight) – Monday morning 6:00am.
- 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.
- Access to the Health Science building will not be blocked at any time. Vehicles will not be allowed to park on the sidewalk, in the drop off loop or in the ambulance loop.
- Smoking is not permitted on the job site or the Health Science/Pardee campus. The Contractor and sub-contractors are allowed to smoke inside their vehicles.
- No vehicles 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.
- Free parking permits will be issued to Contractor and his Subcontractors. These must be displayed from the rear-view mirror and visible.
- Communication with students is not permitted. Shirts are always required.

Project will be awarded based on **base bid.**

All Pricing for Base Bid and all Alternates to be guaranteed until October 31st, 2022.

Mask Mandate: The Health Science Building requires the wearing of masks due to being designated a health care facility. Contractors are required to wear masks during the Pre-Bid.



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Paint, Colors and Finish Used Interior Health Science Center:

SHERWIN
WILLIAMS.

Areas Detail

	Description: ProMar® 200 Zero VOC Interior Latex Eg-Shel Extra White	Product: B20W12651	Substrate: Drywall	Area: Walls
	Color: 7006 - Extra White	Label: Finish	PT-1	

Due to screen and print limitations, colors seen here may not accurately reflect painted colors. To confirm your color choices, visit your neighborhood Sherwin-Williams store

	Description: ProMar® 200 Zero VOC Interior Latex Flat Deep Base	Product: B30W2653	Substrate: Drywall	Area: Accent
	Color: 6494 - Lakeshore	Label: Finish	PT-5	

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	Description: ProMar® 200 Zero VOC Interior Latex Eg-Shel	Product: B20W12651	Substrate: Drywall	Area: Walls
	Color: 6491 - Open Air	Label: Finish	PT-7	

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	Description: Pro Industrial PreCatalyzed Waterbased Epoxy Eg-Shel Extra White	Product: K45W151	Substrate: Drywall	Area: Epoxy Walls
	Color: 6227 - Meditative	Label: Finish	PT-9	

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	Description: Pro Industrial PreCatalyzed Waterbased Epoxy Eg-Shel	Product: K45W00151	Substrate: Drywall	Area: Epoxy Walls
	Color: 7006 - Extra White	Label: Finish	<div style="border: 1px solid black; padding: 2px;">PT-10</div>	

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	Description: ProMar® 200 Zero VOC Interior Latex Flat Extra White	Product: B30W2651	Substrate: Drywall	Area: Ceilings
	Color: 7006 - Extra White	Label: Finish	<div style="border: 1px solid black; padding: 2px;">PT-1</div>	

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Alternates:

Alternate #1:

Addition for the Contractor instead of Pardee to move all the furniture out of offices and place back in its original positions.

- Cleanup will include vacuuming the room and putting furniture back in its original positions.
- The office tenant will have their personal effects boxed in preparation for the Contractor to move the furniture.
- Any office or room started must be completely finished at the end of the workday. This includes putting the furniture back into the original positions and the office be ready for the tenant to resume work.

Alternate #2:

Working Memorial Day Weekend with Full Painting Crew

Pardee Hospital's Cancer Center may be closed on Memorial Day (Monday, May 30th, 2022). If Pardee Hospital can arrange a furniture moving company for the 3-day weekend, Pardee would desire that the Painting Contractor bring in his full crew and work the entire 3-day weekend (Memorial Day included). This would be to paint as many offices as possible and cause the least amount of inconvenience to Pardee Hospital's staff.

How many painters would the Painting Contractor be committing for a full crew for the entire 3-day Memorial Day weekend if this Alternate were accepted?



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How many offices would the Painting Contractor be committing to paint during the 3-day Memorial Day weekend if this Alternate were accepted?

Alternate #3:

Paint Common Area Hallways walls as Designated.

Alternate #4:

Paint Staff & Patient Restrooms, Conference Rooms, Staff Lounge, and other rooms designated during the Pre-Bid.

Restrooms

1004	1005	1010	1018	1024	1031	1118
1123	1308	1403	1506	1515		

Conference, Staff Lounge and Other:

1900	1901	1813
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Alternate #5:

Repaint door frames same color of all offices in Base Bid. Door frame to be painted in their entirety (both sides of door frame). Hinges, closers, and other door & frame hardware to be taped off. It will be up to the Contractor to verify whether the existing paint is latex, oil, or epoxy.

Alternate #6:

Repaint Pharmacy Area (Rooms #1600, 1601, 1602, 1603,1604). This work in its entirety will be done under constant supervision by Pardee Hospital Pharmacy Director. This Alternate may also require a background report at the Contractor's expense of all painters working in the Pharmacy. Contractor to verify whether the existing paint is latex, oil, or epoxy.

The following information "must" be included in the proposal:

1. All applicable licensure with North Carolina.
2. Warranty on all above work
3. Proposals to be in the form of a proposed contract signed by the bidder and ready for the County's approval.
4. Include a copy of COI and W-9 form



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5. Proposals should include a lump sum price for the base bid work and include separate pricing for each alternate listed each inclusive of all applicable taxes.
6. Include all unit pricing as requested.
7. Acknowledgement of any Addendum received during the bid shall be noted on the proposal or, if provided, on the bid form.

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>

REQUIRED CONTRACTUAL PROVISIONS

Any proposal submitted to Henderson County shall be deemed to include all the Terms and Conditions shown in the document found online at

https://www.hendersoncountync.gov/sites/default/files/fileattachments/henderson_county/page/42611/purchase_order_terms_and_conditions_rev_03-26-2019.pdf

These Terms and Conditions, which refer to a “purchase order”, shall be deemed to be included in any contract entered into as a result of this Request for Proposals (“RFP”), even if the RFP seeks the provision of services or a mixture of services and goods instead of solely goods.

Any attempt by a proposed contracting party (the “Bidder”) under the RFP to exclude any of these Terms and Conditions shall cause any Proposal made in response to this RFP to be deemed to be non-responsive (unless Henderson County has notified the Bidder that the funding source for the goods or work sought under this RFP is not federal funds, in which case those provisions under number 15 of the Terms and Conditions (and all subparts thereunder) may be excluded from a Proposal.

PUBLIC RECORDS

In any Proposal made under this RFP, any information claimed by a Bidder to be “confidential information”, and any documents, memorandum, data, reports, analyses, compilations, records, pricing and evaluation of all or any portion of the transactions contemplated by this agreement may be deemed

public records and subject to disclosure, in whole or in part, pursuant to the North Carolina Public Records Law. The County will provide the Bidder with reasonably prompt notice of any intended disclosures or requests for disclosure pursuant to the North Carolina Public Records Law. The Bidder may then choose to seek judicial protection of the confidential information consistent with all applicable laws and regulations. Should a public records request be made for information from the Bidder, the County will, within a reasonable time, notify the Bidder of such public records request. The Bidder shall, within five (5)



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business days of said notification, deliver notice to the County that it objects to the County disclosing the requested information pursuant to the subject public records request. If no such notice is received by the County within five (5) business days, the Bidder shall be deemed to have waived any such objections. If the Bidder objects to the disclosure of the requested information, the Bidder agrees that it shall be solely responsible for the defense of and all the costs of the defense of any claim or complaint against the County for its refusal to disclose confidential information. The Bidder further agrees that if any such complaint or claim is filed it will indemnify the County and will reimburse the County for any and all damages awarded as a result of the refusal to disclose the requested information. The Bidder agrees that it releases the County from all loss, liability, claims or expense, including attorney's fees, arising out of or related to the release or disclosure or failure by the County to release or disclose confidential information. The Bidder further agrees that it waives the right to file any court action for any such release, disclosure, or failure to release or disclose confidential information.

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 **Marshall Morris** @ marshallm@blueridge.edu .