



Henderson County Capital Projects

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

Memorandum To: Interested Qualified Bidders

*From: Bryan Rhodes
Capital Projects Project Manager
Marshall Morris
Blue Ridge Community College Capital Project Coordinator*

*Subject: Request for Proposals:
Blue Ridge Community College Sink Building #117 LED Lights*

Date: August 31st, 2022

Mandatory Pre-Bid Meeting: **September 19th 2022 @ 3:15 pm**
Sink Building Main Entrance
Blue Ridge Community College
130 Eagles Reach Drive
Flat Rock, NC 28731

Proposals are due: **October 5th, 2022 by 3:15 pm**
Henderson County Government Offices
Attention: Bryan Rhodes
100 North King Street, 2nd Floor, Suite 206
Hendersonville, NC 28792

Location of Work: BRCC Sink Building
130 Eagles Reach Drive
Flat Rock, NC 28731

Last Day for Questions: September 23rd, 2022 at 5:00pm. Question must be in written form by email or USPS letter on or before, but NLT date indicated. Submit all questions to: the BRCC Capital 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 October 5th, 2022 @ 3:15 pm.

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, traffic control, supervision, disposal fees, permits, inspections to provide and install new LED to replace existing fluorescent lighting in the Sink building #117 classroom on the campus of Blue Ridge Community College. **Lighting controls are critical. 2 level switching is a must.** Contractor is to meet or exceed all requirements and specifications outlined in the RFP and Pre-Bid. All work areas are to be left in a clean and good condition

- Time of Completion: The awarded Contractor may commence work immediately upon receipt of purchase order. Contractor must be complete by January 31st, 2023.
- Contractor must submit a timeline for beginning and completion of the project.
- Install all materials and equipment in accordance with Henderson County Electrical code requirements, manufacturer's instructions and warranty requirements.
- 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 inspector and Final inspection 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 RFP and pre-bid meeting.
- Work schedule limitations to be coordinated with the Blue Ridge Community College Capital 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.
- Any damage to buildings, walk ways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense.

The following information must be included in the proposal:

1. All applicable licensure with North Carolina.
2. General Work Day Schedule for "all anticipated work day 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.



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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.
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Project will be awarded based on base bid.

Base Bid to include: Replacing existing fluorescent lighting with new LEDs with 2 level switching.
#117 Classroom

Total 36

\$ _____

Alternates:

Alternate #1 #117 Control Room: replace existing 2'x4' fluorescent lights with new LED.

Total 6

\$ _____

SITE CONDITIONS:

1. Sink #117 is a very active Long Distance Learning classroom with teaching throughout the days and evenings Monday through Fridays. The Contractor will not be able to work during classes.
2. Work will be permitted:
 - Monday – Thursday: from 9:00PM – 7:00AM
 - Friday: after 3:30PM
 - Saturdays and Sundays: 24/7
 - October 17th & 18th (Fall Break): 24/7
 - November 11th (Veterans Day): 24/7
 - November 23rd (No Classes): 24/7
 - November 24th-25th (Thanksgiving): 24/7
 - December 14th-15th (No Classes): 24/7
 - December 23rd-January 8th (Winter Break): 24/7
 - January 16th (Martin Luther King): 24/7
 - On rare occasions, this space is also used as a breakout room for Bo Thomas events. In the event that this space is reserved during any of the above “work permitted dates”, the Contractor will be immediately notified.
3. Contractor will not be allowed to work on Graduation day. Graduation is presently scheduled for December 16th. If this date changes, the awarded Contractor will be notified immediately.



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4. The building will be occupied. Contractors and sub-contractors are limited to the work areas and associated electrical rooms.
 5. The College has testing which is required by the State and there may be times that noise from machines and power equipment may not be allowed. Coordination of these times will be discussed during construction meetings. A schedule of classes for the Sink building will be provided to the contractor before the start of the job.
 6. 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.
 7. Lifts, hoists and temporary storage pods for supplies may be parked at a designated area of the Sink 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 Sink parking lot to be discussed during the Pre-bid.
 9. The contractor will not be allowed to use restrooms inside the Bo Thomas Auditorium Galleria.
 10. Smoking is not permitted on the job site or the college campus. The Contractor and sub-contractors are allowed to smoke inside their vehicles.
 11. Contractor will need to barricade the work area with safety cones and caution tape to prevent pedestrians from entering the work area.
 12. 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.
 13. All road closures for material delivery, hoists, lifts, etc. must be scheduled with the BRCC Project Coordinator in advance. The Contractor must provide flaggers at any time roads or lanes are closed.
 14. All utility interruptions are to be scheduled with the owner. This includes times which the fire notification may need to be taken offline for work.
 15. Communication with students is not permitted. Shirts are required at all times.
 16. 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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Light Specifications:

Lithonia #2VTL4
Williams #LT Series
Metalux #24CZ Series
Or APPROVED equal

2'x4' LED TROFFER. GRID TYPE FOR LAY-IN CEILING. HOUSING AND REFLECTORS ARE DIE FORMED COLD ROLLED STEEL. EXTRUDED ACRYLIC LENS. CONTOUR SHIELDING, HIGH LUMEN OUTPUT, DIMMING DRIVER. WHITE POWDER COAT FINISH.

Color Temperature: 3500K – 3650K

It is the Contractor's responsibility to verify voltage before ordering light fixtures.

ACCEPTANCE OF WORK

1. All lights and circuits 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. All work must be permitted by Henderson County and receive County inspections. Owner is to receive written copies of all.
3. Owner is to receive all warranties, maintenance manuals, product data, closeout documents. If any electrical circuits are rerouted, Owner is to receive as-built drawings.

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>

Terms & Conditions:

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/terms_and_conditions_02.23.2022.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").

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



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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.

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** .