

## **Corolla ABC Store Pre-bid Meeting Minutes & Addendum #1**

Location: 1123 Ocean Trail, Currituck County Corolla Satellite Office

Date: December 17, 2019

Time: 2:00 PM

Attendees: See attached list

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Date of Addendum: December 20, 2019

Submitted to: Pre-bid attendees, plan rooms included in invitation to bid

The minutes of the Pre-Bid meeting also act as Addendum #1 for this project. This Addendum becomes part of the Contract Documents and modifies the Bidding Documents. Original items included on the plans and in the specifications that are not modified, amended or voided by this document, shall remain in effect.

Acknowledgement of receipt of this addendum shall be indicated in the space provided in the Bid Form. Failure to do so will disqualify the Bidder.

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- A. Introduction: Kim Hamby Introduced herself, civil engineer with Timmons Group; the owner's representative, Rebecca Gay of Currituck County; and architect, Chris Nason of Beacon Architecture.
- B. Sign-in Sheet: Kim reminded attendees to sign in if they haven't. She indicated that attendees will receive points toward HUB goals for attending this meeting. She requested business cards to ensure that she had the proper contact information in case information on sign-in sheet was not clearly legible as all registered attendees will receive copies of the meeting minutes and future addenda directly.
- C. Project Description and Scope  
The scope of work for this project will include site clearing and construction of a building (6,345 sf wood framed) with paved entrance road and parking lot, 4 stormwater infiltration basins, domestic water and fire suppression service lines and a sanitary sewer connection (approximately 600' of 8" gravity sewer) at the site located at the corner of Ocean Trail (NC 12) and Devil's Bay in Corolla, North

Carolina. The entrance road is located on the property line and the County has an access easement and is approved to build an entrance way to the proposed site within that easement.

#### D. Anticipated Contract Times

1. Bid Opening: January 30, 2020 (2:00pm at the Historic Courthouse)  
We hope to have the Recommendation of Award come out of this and go to the Board of Commissioners for Approval of Award at their February 17<sup>th</sup> meeting.
2. BOC Approval of Award: February 17, 2020
3. Notice to Proceed: March 2, 2020
4. Completion: January 1, 2021 (300 days)

#### E. Discussion Items

1. HUB Goals: 10% is the County's goal – plans have been provided to the NC Institute of Minority Economic Development to help get the word out to minority businesses. Make sure you complete the appropriate affidavits associated with the HUB goals. Plans and specs have been provided to both iSqFt (Construct Connect) and the NC Institute of Minority Economic Development for posting on their websites. Advertisement was also listed on HC Historically Underutilized Businesses site. Hopefully this will help get the word out to HUB businesses.
2. Employee Parking/Staging Areas: Parking and staging must remain on site. Do not allow employees to park in the Devil's Bay entrance road. Devil's Bay is the only access to the residential development behind the site. Parking will need to take place on site and it will be up to the contractors to find a space to accommodate what they need to park.
3. Heritage Trees: There are many large Live Oaks on site that qualify as Heritage trees as designated by the County. Tree protection is shown for all Heritage trees to remain within the work area. Please note that the heritage trees shown to be removed are not the only large trees to be removed – they are just the only qualifying heritage trees within the clearing limits and the County requires that these be individually identified. Contractors need to visit the site and be aware of the extent of clearing required for the project. There are open pockets and areas of thick growth with the Live Oaks spreading out close to the ground. Kim reinforced that the Tree Protection is there to protect the Heritage Trees that are adjacent to construction.
4. Devil's Bay: The sewer will require connection to an existing sewer manhole in Devil's Bay entrance road. At least one lane of Devil's Bay must remain open at all times to allow access to the residential properties as that's their only way in and out of the neighborhood.

5. Unit Price Demolition: There is a line item for unit price demolition of a concrete structure found on the site. The structure is partially buried with overgrown brush and of unknown origin. We and the County have not determined what it is or how it got there. It is approximately 16' x 32' and constructed of reinforced concrete up to 10 or 12 inches thick. I hope that I have adequately estimated the size and therefore the weight of the concrete and added additional weight to ensure that the unit price number will cover the removal. It is to be paid for by the ton of material removed and taken to an appropriate disposal location. If you are planning to dispose of at a location that does not have scales, you will first need to take the material to a weigh station and provide us with a weight ticket showing net weight of concrete material for disposal. Also, please note that there has been some dumping on this site. Debris other than this structure is expected to be removed under the base price for the project. Debris consists of various items including lawn chairs, bicycles, buckets, etc. Site contractors need to visit site before bidding.
6. Water and Sewer Inspection: Inspection of the water and sewer will be by the County during installation. Timmons Group will perform as-builts on the sewer for purposes of preparing an as-built sewer plan and certifying to the state. The sewer system is owned and operated by Carolina Water Service of NC. The contractor will need to contact them for inspection of the connection to their manhole in Devil's Bay.

Primary contact during construction is:  
Eddie Baldwin, Area Manager  
910-376-4175

Secondary contact is:  
**Dana Hill**  
Regional Manager  
(704) 319-0503 office  
(252) 269-2540 cell  
[dana.hill@carolinawaterservicenc.com](mailto:dana.hill@carolinawaterservicenc.com)

7. Construction of Infiltration Basins: This site has excellent infiltration rates approximately 80 inches per hour, so runoff entering the basins is not much of a concern; however, infiltration basins are supposed to be kept off the line until the site is stabilized. To protect them from sedimentation, the infiltration basins are specified to be dug to within 6" of final grade and wrapped in silt fence. It is acceptable to dig down to final grade around the perimeter of the basins for proper installation of the bulkhead, but it is important to leave the additional 6" until the site is stabilized to ensure that construction debris does

not clog the basins. The remaining 6" will need to be removed after the site is fully stabilized. If basins are dug out to final grade prior to stabilization and they become clogged, the clogged material will be removed and replaced with sand material matching the properties of the on-site material at the expense of the contractor.

8. Chris Nason gave a brief description of the building, reiterating that is approximately 6,000 sf, wood frame, with a wood truss roof system. The building will be sprinkled and will need a wet system for the interior and a dry system for the porch areas due to the potential for freezing. While not required by code, the sprinkler system helps meet ISO requirements due fairly low flow available at the site and it makes good sense since the building will be filled with flammable material. He also let the attendees know that the building and site will be by the County, but that fixtures are going to be per a vendor that works with the ABC Board. This work will be bid out separately for fixtures not integral to the building. Interior lighting shown on the current design plans cannot be substituted as they have been very specifically chosen based on the areas they are intended to light.

- F. Distribution of Minutes and Addenda: Meeting minutes will be issued as Addendum #1. It will be sent directly to plan holders and meeting attendees. We still need bidding contractors to buy through the A & E Reprographics site since that is what will classify you as a bid holder. A & E Reprographics is trying to fix their IT issues that they are currently having. To assist in notification, Michelle Perry with the County has sent the invitation to bid and bidders list to a large group of local contractors and subcontractors via email so they will know which General Contractors to then contact if they are interested.

Any questions and RFI's shall be emailed directly to Kim Hamby. She will forward all building related questions to Chris Nason and coordinate with him to provide responses. Questions will not be answered over the holidays. Kim will be unavailable for 2 weeks beginning Monday, December 23<sup>rd</sup>, but will try to forward questions to Chris Nason during that timeframe. No addenda will be issued until the week of January 6<sup>th</sup>.

G. Q & A:

Q 1) This calls out for fire alarm system? Is that specified by the County or ABC Board.

A 1) The fire alarm system is specified in the electrical drawings and includes monitoring of the sprinkler system. Manual pull stations are not required at the building egress points based on the building use and were not included in the design. The fire

protection sprinkler system is a wet pipe system with dry pipes at exterior porches. All relevant controllers are expected to be included in the Base Bid.

Q2) Plans call for installing portions of a bi-directional amplifier system for the building, then testing frequencies after the walls are constructed, and not installing remaining features if the signals are found to be adequate? Will the system price get refunded to the contractor at the end if it is not needed?

A2) The contractor shall assume that the building shall be supplied with the BDA system. They shall install necessary cabling as stated in E0.1 but shall not purchase the amplifier, antenna and any other system equipment that did not need to be installed prior to testing. If testing indicates that the system is not needed, the contractor will be paid for the work to install the cables. The cost of the items not installed will be credited to the County.

Q3) Do we have water flow information available?

A3) Yes. See attached flow data provided by county for the hydrant located at 1020 Ocean Trail. Results indicate a static pressure of 78 psi, and a system residual pressure of 55 psi with a hydrant flow of 1270 gpm.

Q 4) Is there a last day for questions?

A 4) It was decided that the last day for Questions will be Tuesday, January 21<sup>st</sup>. Questions submitted via email before 5:00 pm will be answered as soon as possible. The goal will be to have the last addendum out no later than January 24<sup>th</sup>. Questions submitted after 5:00 pm on January 21, 2020 will not be answered.

Q 5) Is a Microsoft Project schedule required.

A 5) Schedules are not required for bidding. The contractor who is awarded the bid will be required to provide a schedule, but Microsoft Project is not required to be used. The contractor awarded the bid will also be required to provide a schedule of values to assist in processing of pay applications. The contractor will also be required to provide product submittals and it is preferred to submit them digitally. The exception to that will be extra items that might need County review such as such as paint chips, colors, siding, paint samples, etc. and we will want all of those to be provided at once, so it makes it easier to present materials to all parties involved at one time.

Q 6) The drawings say preliminary. It was asked if these drawings are going to be the same ones to go out for construction?

A 6) We will issue any changes if need be, but yes, the building plans are considered to be complete.

Q 7) On A3.1, it states that pre-manufactured roof trusses are by others. Who is responsible for the design of the roof trusses?

A 7) The general contractor will be responsible for hiring a roof truss manufacturer for design and preparation of submittals for review by the design team.

Additional discussion:

- It was mentioned that the new multi-purpose trail has now been built across the frontage of the site. The trail as shown on the site plan was based plans shared with us by Coastal Engineering. It is noted on the site plans that a portion of the trail, a distance of approximately 10' on each side of the entrance road, will need to be cut out and replaced because the grades proposed for the trail would not work with the driveway grades.
- Plans can only be purchased from A&E Reprographics. While they cannot be seen on their website, A&E is keeping a list of plan holders and updating the design team as additional plan purchases are made. iSqFt and the NC Institute of Minority Economic Development also have the plans available for viewing. A & E Reprographics has been having IT issues, apparently their Plan Room crashed, and they have been working on it for the past 2 weeks. We will continue to send out a revised plan holder list as we get updates.
- Sometimes subcontractors will want to call with questions, but we want to be fair to everyone, so we ask that everyone send questions in writing to Kim. Chris & Kim will coordinate to make sure everyone who is registered will get that information.
- Kim strongly recommended that site contractors definitely look at site. Timmons Group picked up information the best that we could on the topo. The site is essentially sand dunes so it's up and down. Contractors need to consider that soil material will be removed as trees are removed. The site is a few miles up the road and right now it's just a wooded and sand site. It's at the intersection of Ocean's Trail and Devil's Bay; there's a big red sign out front posted on the site.
- Chris Nason mentioned that the County had made a change in another project to add a transfer switch for a generator. It has been decided that a transfer switch will not be required for this building.



**Timmons Group Sign-In Sheet**  
 Pre-bid Meeting  
 Corolla ABC Store  
 December 17, 2019  
 2: 00PM

Name (Printed)	Company Name	Phone Number	Email	Mailing Address
Tom Jardone	Williams Fire	252 799 8880	Thomas@WilliamsFireSprinkler.com	
MARK STALLERS	"	252 799 8634	mark@williamsfiresprinkler.com	
Will Roberts	Compo Construction	757-858-2184	estimating@compoconstruction.com	2704 Florida Ave, Norfolk, VA 23513
TIM LINVILLE	DOT CONST INC	336-680-7844	HLinvill@dotconstructioninc.com	MONROE HEAD CITY, NC
Rick Godfrey	Godfrey Construction	252-202-1469	godfreyconstruction@gmail.com	PO Box 694 KDH NC 27948
Mike Gravatt	RPC Contracting	<del>252-48</del> 252-261-3336	mikeg@rpccontracting.com	
Jim Vachon	Sussex Development	757-636-0548	jvachon@sussexdevelopment.com	109 S. Lynnhaven Rd., VB
JUSTIN WEST	CURRITUCK CARETAKER	252 207-8907	CURRITUCKCARETAKERLLC.44400.com	574 OCEAN TRAIL COROLLA, NC 27945
JOE MINOSKI	A.R. Chesson	252-338-9171	jminoski@ARchesson.com	P.O. box 2266 Elizabeth City 27909
Chris Nason	Beacon Arch.	252-441-6767	nason@beaconarchitecture.com	
Rebecca Gay	Currituck Co.		Rebecca.Gay@CurrituckCountyNC.gov	
Kim Hamby	Timmons Group	252 .621. 5029	kim.hamby@timmons.com	
Kaitlin Brooks	"	252.621.5030		

Date	Hydrant ID	911	Address	Static pressure psi	Hydrant residual psi	System residual psi	Hyd. Flow in gpm	Available flow at 20psi	Main size	Serial number	Year	Manufacturer	Hyd size	color	Time
4/8/19	MS-35	1020	Ocean Trail	78	65	55	1270	2093	6					blue	1:30 PM

Static and System Residual PSI collected from Hydrant CB-143 on Herring Street.

3 MGD Pump running at SOBWS.