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J. R. Simpson, II, County & Tax Attorney

December 7, 2017

To All Interested Contractors:

Subject: **Invitation to Bid – Informal Construction & Repair
Emergency Management Equipment Storage Building**

Dear Contractors:

Burke County is proposing to construct a 9600 sq. ft. pre-fabricated metal building at the Johns River Waste Management Facility to store Emergency Management equipment. Please refer to the Scope of Work as stated in the attached Invitation to Bid and Contract.

The project is located at the Johns River Waste Management Facility, 2500 Marsh Trail, Morganton, NC 28655. The site has been rough-graded and is located immediately beyond the scale house.

Licensed General Contractors shall submit a lump sum proposal on company letterhead for a design/build project. **Bids will be received until 1:00 pm Monday, December 18, 2017 at the Burke County General Service Director's office located at 110 North Green Street, Morganton, NC 28655.** One contractor will be selected based on the lowest lump sum price and/or shortest project delivery time after notice to proceed is issued. Construction is anticipated to start in December 2017.

No bid bond is required. No performance/payment bonds are required. Payments shall be made for materials properly stored on site and work completed and accepted by the Engineer less 10% retainage. There are no liquidated damages for this project.

Bids proposals on company letterhead may be emailed to miles.champion@burkenc.org as well as hard copies delivered to Miles Champion, Director of General Services, 110 North Green Street, Morganton, NC 28655.

The County of Burke reserves the right to reject any and all proposals and is in the best interest of County of Burke. Thank you for your interest in this project.

Sincerely,

A. Miles Champion, Jr., P.E.
Burke County Director of General Services

**DESCRIPTION OF WORK TO BE PERFORMED
FOR THE COUNTY OF BURKE**

Emergency Management Equipment Storage Building.

Contractor's Responsibilities:

1. All work shall be in accordance with North Carolina Building Codes, latest editions and all local and state requirements.
2. Bidders shall visit the site and become familiar with the existing conditions before placing their bid.
3. Contractor shall provide a turn-key project including any and all professional engineering services, materials, equipment, labor, insurance, bonds, temporary services and other general requirements. Sealed plans for foundation and building structure are required. Site plan will be furnished by Burke County General Services for the purpose of obtaining a building permit.
4. Contractor shall obtain and **pay for all fees and permits** necessary to complete the work. Electrical service has been installed by the Owner on site at the fence line. Owner will pay electrical cost.
5. **SITE PREPERATION:**
 - a. Contactor shall install and maintail silt fence around the entire parimeter of the project.
 - b. Grading of building pad and surrounding area. Total area to be graded is approximately 200' x 300'. Area outside building pad shall be graded at a minimum slope of 1/2" per foot and a maximum of 2%" per foot away from the building pad. No elevation data is available of existing building site. Contractor is responsible for all grading necessary for building construction and peripheral area. Contractor is responsible for all survey work necessary to verify final grades. All fine-graded surfaces shall be proof-rolled with a loaded tandem dump truck prior to any additional work on the surface.
6. **METAL BUILDING:**
 - a. Contractor shall provide and construct a 9600 sq. ft. pre-engineered, pre-fabricated metal building, 80'x120', 16' eave height, 2:12 pitch roof and include the following features:
 - b. Minimum of 3" compacted ABC stone base below all concrete slabs.
 - c. 80' clear-span structure, signed and sealed by NC Professional Engineer.
 - d. Symmetrical gables
 - e. 26 ga. Galvalume screw-down roof panels, color by Owner. Roof system shall be water tight. Roof panels shall be ribbed screw-down with stainless steel screws and rubber washers. Screws shall have integral shoulder that restrains rubber washers.
 - f. 26 ga. Wall panels, color by Owner, may be different than roof color.
 - g. 4-foot high translucent wall panels at the top of both 120' side walls.
 - h. (2) 14'x14' roll-up doors in framed openings, one in the center of each end, metal insulated sectional, with heavy-duty electric jackshaft openers

(Hass 612 Series or approved equal), rubber seals all around. Manual override openers shall be included.

- i. (2) 36x84 hollow metal doors and frames, in framed openings, with ADA hardware, lockable handle, dead bolt, interior/exterior kick plates, door closer, (4) SS ball-bearing hinges, keyed same as EMS master key system, painted with (2) coats high gloss enamel, color by Owner. Lock sets shall be Schlage.
- j. Two (2) 36x36 framed openings for exhaust fans near roof line on one gable end. Two (2) 48"x48" framed openings for air intakes near floor on opposite gable end.
- k. 8' high interior wall panel all around, 3/4" b/c plywood, metal framing at 24" o.c., top and bottom plates, unfinished.
- l. Full cover trim on all doors, corners, edges, eaves, etc. May be different color than wall panels.
- m. 6-inch seamless gutters, commercial grade, (5) 4x4 downspouts on each side, boot connections to underground roof leaders, color same as trim color.
- n. 6-inch diameter Schedule 40 PVC glue-joint roof leaders installed beyond fence line on each side.
- o. Wall and ceiling insulation shall be (4) inches of fiberglass with white reinforced vinyl backing in accordance with NC Building Code.
- p. Self-drilling, SS captured rubber washer metal screws on roof; self-drilling, rubber washer metal screws on wall panels.
- q. Steel reinforced concrete foundations with anchor bolts set during concrete pour, with plans signed and sealed by NC Professional Engineer.
- r. Steel reinforced concrete floor slab, 3000 psi compressive strength at 28 days, 6 inches thick with 6x6x10/10 WWM, 8 mil poly, perimeter insulation, turned down at perimeter, smooth finish, sealed, saw-cut joints.
- s. Concrete approach slab centered at each roll-up door, 3000 psi compressive strength at 28 days, 20' wide x 20' long x 6" thick, 6x6x10/10 wwm, 12" turn-down all around, 4" stone base, 8-mil poly below concrete, 1/4" slope from building, smooth finish with sealer.
- t. One (1) 4" dia., five (4) 2" dia., (4) 1" diameter empty PVC electrical conduits installed through the floor slab at the interior wall line (adjacent to the roadway) for future electrical service. Conduit shall extend 24" above finished floor and 5' outside building line at 36" deep. Install in a single row along the interior wall line.

7. BUILDING ELECTRICAL:

- a. Contractor shall include interior and exterior lighting for the building in accordance with NEC, North Carolina Building Code and applicable codes and regulations.
- b. All wiring shall be copper in metal EMT.
- c. Owner shall provide electrical drawings prepared by a Professional Engineer registered in North Carolina for the Contractor to obtain an electrical permit.
- d. Contractor shall include:
 - i. (1) MDP 200-amp 1-phase 42-space surface-mounted panel with 200-amp main breaker mounted to interior wall panel and

conductors, grounds, and appurtenances from existing 200-amp 1-phase panel on site to the proposed MDP.

- ii. (9) High-bay LED light fixtures, 162 watts each on (3) separate wall-mounted switches, installed immediately below roof perlin. Minimum (5)-year warranty on fixture. Fixtures shall be Eiko #LLH-2C-50K-U or approved equal.
- iii. Power and control wiring to (2) electric overhead door operators.
- iv. 120-volt receptacles mounted at 8-foot intervals along all interior walls at 36" above finished floor. Minimum (6) separate receptacle circuits are required.
- v. (8) 120-volt duplex receptacles located on the exterior of the build, (2) per side, on (2) separate circuits.
- vi. (4) 240-volt receptacles mounted (1) on each wall at 30" above finished floor. Exact location by Owner.
- vii. Power and control wiring to (2) wall mounted exhaust fans on same site of building including (1) thermostat and (2) manual control wall switches.
- viii. (4) LED wall-mounted exterior flood lights with individual PE controls, Eiko #AFL-3C-W-U or approved equal.
- ix. Exit signs and lights in accordance with applicable building codes and fire codes. At a minimum, (2) back-lit exit signs with battery backup, (2) double head exit lights with battery back-up at each pass-through door (one interior and one exterior at each door).
- x. Grounding according to NEC.

8. BUILDING VENTILATION:

- a. Contractor shall furnish, install and connect (2) belt-driven 36-inch exhaust fans, single speed, ½ hp, 12,000 cfm each in framed opening with rain resistant gavity dampers. Refer to #7 for electrical controls. Fans shall be installed 12-14 feet above finished floor elevation to the center of the fan on end wall opposite of air intake grills.
- b. Contractor shall furnish and install (2) louvered fresh air inlet grills, rain-resistant, with gravity dampers, both on same endwall at 24 inches above finished floor on opposite wall from fans.

9. STONE AREA:

- a. Minimum of 6" compacted ABC stone between the building and fence line.
- b. Minimum of 6" thick x 16' wide compacted ABC stone from fence line through gate to existing stone driveway.

10. FENCE & GATE:

- a. Contractor shall furnish and install commercial grade 6-foot high chain-link fencing around the perimeter of the project site. Fence shall include 2.5" dia. Sch 40 galvanized line posts, 3-inch dia. Sch 40 galvanized corner posts, 3" dia. Sch 40 galvanized gate posts, 2" dia. Sch 40 galvanized top rail, galv. Bottom wire, (3) strands of barbed-wire, bracing as necessary. Post shall be spaced at a maximum of 8 feet on center and set in concrete.
- b. Contractor shall furnish and install (1) manual-operation commercial-grade cantilever rolling gate, 6' high x 16' wide. Gate shall be galvanized steel, welded construction.

- c. OPTION: Contractor shall provide a lump sum price for adding an electric gate operator with pedestal-mounted Key pad security system shall operate gate with a minimum of 500 user codes. Underground loop detectors shall be installed for free exit and safety reverse. Key pad shall be back-lit for night operation. Refer to Bid Form.

11. SEED, STRAWING, RESTORATION:

- a. Contractor shall furnish and install seed, fertilize, lime and straw to all disturbed areas outside fenced area. Extent of area shall include all disturbed area outside of new fence as well as area outside existing adjacent fenced area (Parks & Recreation Storage), and ditch/shoulder along paved roadway.
- b. Fertilizer shall be applied at a rate of 2000 lbs/acre, lime shall be applied at rate of 1000 lbs/acre.
- c. Seed mix shall be standard "contractors seed mix" applied at the maximum rate specified by seed manufacture and as stated on the bag. Engineer shall verify correct seed mix and rate on full bags of seed provided by Contractor prior to seed application.
- d. Contractor may hand-apply or hydro-seed materials and straw at Contractor's option.
- e. All excess seed/straw material shall be removed from building surfaces and fencing prior to final inspection by Owner.

12. WORK DOES NOT INCLUDE:

- a. Water supply and waste plumbing
- b. Heating equipment

13. Contractor shall furnish, maintain and pay for on-site temporary toilet facilities for workers during the entire project duration.
14. Contractor shall submit with his bid preliminary shop drawings with dimensions, building manufacturer's name and address, concrete supplier's name and address.
15. Contractor shall include in the bid the number of calendar days to project completion after Owner issues notice to proceed.
16. Submittals are required for all materials and equipment to be furnished and installed on the project. Owner shall approve all submittals prior to work beginning.
17. Contractor shall provide schedule of values to Owner to be used as a guide for monthly payments.

Owner' Responsibilities:

1. A rough-graded building site has been prepared. Building pad location is all on cut material. No elevations, topographical information or geotechnical information is available for the site.
2. Provide site plan sketch for bidding purposes. Contractor shall provide all necessary plans to obtain zoning and building permits.
3. Promptly respond to bidder's questions during the bid period through email.
4. Issue any addenda prior to the bid date.
5. Provide and pay for any soil or material testing during construction as Owner deems necessary.

6. Review and approve all equipment and material submittals prior to work beginning.
7. Review and approve monthly payment requests. Approved payment requests will be made to contractor within 30 days of Contractor's accurate and complete submit.
8. Provide intermittent on-site observation of construction.
9. Provide punch lists and final inspection of the project prior to payment of final invoice.

All Contractors' invoices shall be submitted to Engineer for approval on standard AIA payment request forms. Retainage in the amount of ten percent (10%) shall be deducted from each payment request. Owner shall not pay final ten percent (10%) retainage until all punch list items are completed and Certificate of Occupancy has been granted.

Contractor shall submit original of accompanying certified tax statement with each pay request. Pay requests will not be processed without certified tax statement.

BID FORM
Burke County Emergency Management Equipment Storage Building

Bidder shall complete and sign this bid form and include this form as well as the entire RFQ.

Bidder shall include separate lump sum prices for each of the following items in their proposal:

<u>BID ITEM</u>	<u>LUMP SUM PRICE</u>
Item 1: Fine Grading (refer to #5 above)	\$ _____
Item 2: Pre-engineered, pre-manufactured metal building (refer to #6 above)	\$ _____
Item 3: Building Electrical (refer to #7 above)	\$ _____
Item 4: Building Ventilation (refer to #8 above)	\$ _____
Item 5: Stone Area (refer to #9 above)	\$ _____
Item 6: Fence and Gate (refer to #10 above)	\$ _____
Item 7: Seeding/Strawing/Restoration (refer to #11 above)	\$ _____
TOTAL LUMP SUM PRICE (ADD ITEMS 1 THROUGH 7)	\$ _____
Alternate A: Standing seam roof instead of screw-down roof:	\$ _____
Alternate B: Electric gate operator with programable key pad	\$ _____

Estimated calendar days after Notice To Proceed is issued to complete all work required for Items 1-7:

_____ Calendar Days

Acknowledgement of Addenda:

Addendum # _____ Date _____

Addendum # _____ Date _____

Addendum # _____ Date _____

THIS BID INVALID IF NOT SIGNED AND NOTARIZED

AFFIDAVIT:

STATE OF _____ **COUNTY OF** _____, of lawful age,
being first duly sworn, on oath says that:

1. Affiant is the duly authorized agent of the bidder/vendor and/or contractor submitting the competitive bid and executing the contract which is attached to this statement, and that as such agent, Affiant has the authority to bind the bidder/vendor, whether an individual, partnership, or corporation, for the purpose of negotiating and entering into said agreement, and for certifying the facts pertaining to the existence of collusion among bidders and between bidders and County officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached:

2. Affiant is fully aware of the facts and circumstances surrounding the making of the bid and/or the procurement of the contract to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bids;

3. Neither the bidder/vendor nor anyone subject to the bidder/vendor's direction or control has been a party:

- a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding;
- b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract;
- c. in any discussions between bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract, nor
- d. to paying, giving or donating or agreeing to pay, give or donate to any officer or employee of the County of Burke any money or other thing of value, either directly or indirectly, in procuring the contract to which his statement is attached.

4. Affiant further agrees to be held personally liable in the event that Affiant has misrepresented the scope or extent of Affiant's authority to bind the bidder herein, and to indemnify and hold harmless the County of Burke its departments, boards, commissions, agencies, institutions, and all employees of the aforementioned from all damages based upon such misrepresentation, including, but not limited to, all costs and attorney fees incurred, in addition to any other remedies available by law.

FIRM: _____

ADDRESS: _____
(County, State, Zip)

PHONE: _____

SIGNATURE OF AUTHORIZED AGENT

PRINT/TYPE NAME/TITLE

Subscribed & sworn before me this __ day of _____, 20__.

Notary Public

My Commission Expires: _____

IN WITNESS WHEREOF, the parties have caused these presents to be executed, the day and year first above indicated:

BURKE COUNTY

ATTEST:

BY: _____
Bryan Steen, County Manager

DATE: _____

Kay Honeycutt Draughn, Clerk to the Board

CONTRACTOR

BY: _____

Printed Name _____

DATE: _____

This Instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Paul Ijames, Deputy County Manager/Finance Director