

HUFFMAN ARCHITECTS, PA  
632 PERSHING ROAD  
RALEIGH, NORTH CAROLINA 27608  
PHONE (717) 644-1562

TO: ALL PRIME BIDDERS OF RECORD

This Addendum forms a part of the Contract Documents and modifies the original Project Manual and Construction Documents dated February 12, 2025. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification. This Addendum consists of three (3) pages, one (1) 24" X 36" attachment, and and eleven (11) 8 1/2" X 11" attachments. All documents are distributed digitally.

### **DRAWINGS**

Item No.          Description

1. Sheet A102 "14th FLOOR – NEW WORK", replace with the attached Sheet A102 "14th FLOOR – NEW WORK" marked "ADDENDUM NO. 3 – 02.28.25".

### **SPECIFICATIONS**

Item No.          Description

1. Replace the original "Bid Proposal Form" with the attached "Bid Proposal Form".
2. Specification 00 8000 – "Supplementary General Conditions" – under Article 1 – "Definitions", Paragraph 1.13, make the following revision:

"The Contract Time is (210) Two Hundred and Ten consecutive calendar days, beginning on the Date of Commencement as specified in the written Notice-to-Proceed."

3. Specification 00 8000 – "Supplementary General Conditions" – under Article 13 – "Contract Time", Paragraph 13.18, make the following revision:

"If the Contractor fails to achieve Substantial Completion of the Work within the Contract Time and as otherwise required by the Contract Documents, the Owner shall be entitled to retain or recover from the Contractor, as Step One Liquidated Damages and not as a penalty, the following per diem amount commencing upon the first day following expiration of the Contract Time and continuing until the actual date of Substantial Completion. Such liquidated damages are hereby agreed to be a reasonable pre-estimate of damages the Owner will incur as a result of delayed Substantial Completion of the Work:

"Two Hundred and Fifty Dollars (\$250.00) per consecutive calendar day

"If the Contractor fails to achieve Final Completion of the Work within thirty (30) consecutive calendar days of the actual date of Substantial Completion of the Work, the Owner shall be entitled to retain or recover from the Contractor, as Step Two Liquidated Damages and not as a penalty, the following per diem amount commencing upon the first day following the actual date of Substantial Completion and continuing until the actual date of Final Completion. Such liquidated damages are hereby agreed to be a reasonable pre-estimate of damages the Owner will incur as a result of delayed Final Completion of the Work:

"One Hundred and Twenty-Five Dollars (\$125.00) per consecutive calendar day"

4. Specification 01 2100 – “Allowances” – under section 3.3, make the following revision:
  - C. Allowance No. 3: Lump-Sum Allowance: Include the sum of \$16,500.00 for the F10 carpet tile.
5. Specification 01 2100 – “Allowances” – under section 3.3, make the following revision:
  - D. Allowance No. 4: Lump-Sum Allowance: Include the sum of \$16,900.00 for the F20 carpet tile.
6. Specification 01 2100 – “Allowances” – under section 3.3, make the following revision:
  - E. Allowance No. 5: Lump-Sum Allowance: Include the sum of \$8,000.00 for the F30 carpet tile.

### **CLARIFICATIONS**

<u>Item No.</u>	<u>Description</u>
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- |    |   |
|----|---|
| 1. | <b>There will be an additional project walkthrough on March 4, 2025, at 1:00 PM.</b> Attendees should plan to meet in the Salisbury Street lobby of the Wake County Office Building.  |
| 2. | Because of time constraints within the Wake County Office Building, the Owner has elected to change the total number of contract days from three hundred (300) to two hundred and ten (210); consequently, the Owner has reduced the rate of Liquidated Damages by half. See the changes above. |
| 3. | The attendee list and meeting minutes from the February 25, 2025, supplementary Contractor site visit are attached below.   |
| 4. | Material deliveries to site are acceptable in the mornings before 6 AM. All material stocking, movement of materials, and removal of trash and debris shall be accomplished between 6 PM and 6 AM during the work week.   |
| 5. | All material allowances (see Specification 01 2100 – “Allowances”, section 3.3, items C through J) are inclusive of the entire project, not each floor.   |

### **QUESTIONS**

<u>Item No.</u>	<u>Description</u>
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- |    |  |
|----|--|
| 1. | Do you know which sprinkler Subcontractor maintains the existing sprinkler system for the County?<br><br><u>Response:</u> Wake County GSA uses Carolina Fire Protections for periodic Inspections.   |
| 2. | Do you know which sprinkler Subcontractors have worked in this building on prior renovation projects?<br><br><u>Response:</u> The last five (5) projects in the office building have had the following fire protection Contractors: Quality Sprinkler, Strategic Connections – Fire Protection Division, Precise Fire Protection, Crossroads Fire Protection, and Bolton.  |
| 3. | Can you please confirm that as long as we remove the dumpster before 6:00 AM, it would be allowed for us to have dumpster on-site from 6:00 PM - 6:00 AM?<br><br><u>Response:</u> No; the building has no loading dock. There is no place to store a dumpster. Dumpsters may only be kept on the street while debris is being loaded and only after being coordinated with the City of Raleigh. Dumpster loading must be supervised. The Contractor may not block any sidewalks. |

4. Are there any badging requirements to enter the building?

Response: Yes; badges are required for all personnel working within the building. The County will provide a permanent badge for the project Supervisor and Project Manager which can be used to access pre-determined parts of the building. All others will be provided with temporary badges. Badge request forms are required to be completed and processed through Wake County Security. The Security department is located in the Basement of the building.

5. Is a background check required to get a badge?

Response: No.

6. Is there any limit on the number of badges that can be issued?

Response: No, but only the Supervisor and Project Manager will get permanent badges.

7. While hauling materials after-hours through the loading dock, can we use the badge to open and close the door through the loading dock?

Response: The Supervisor and Project Manager badges can be given permission to operate the freight elevator with access to Salisbury Street. That permission must be coordinated with Wake County. There is no loading dock. The freight elevator opens directly onto Salisbury Street; there is only a designated loading zone at the curb.

8. Can you please confirm that we can use the freight elevator and elevator #3 (the service elevator) during regular working hours?

Response: The Contractor will be granted reasonable use of both elevators during daytime working hours, but material deliveries and debris removal through the freight elevator is only allowed between the hours of 6 PM and 6 AM during the work week.

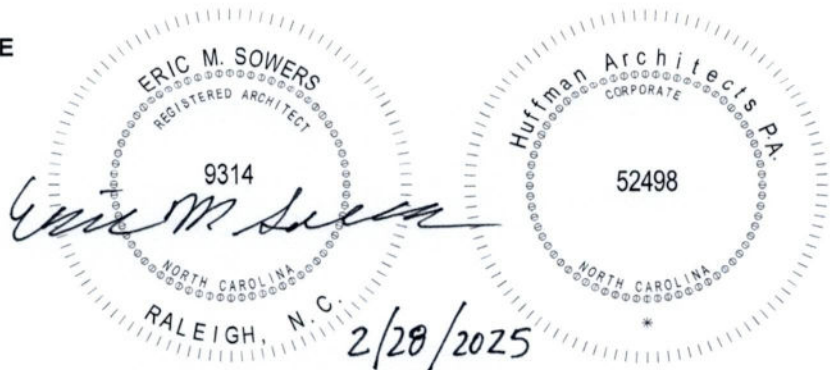
9. Will the delivery of materials be allowed on weekends?

Response: Material delivery and debris removal are acceptable on weekends, but all weekend work must be coordinated with Wake County a minimum of 72 hours in advance, and all appropriate coordination with the City of Raleigh will be required.

10. Can you please confirm if the 10th Floor security work scope is included as part of Allowance No. 1, or does it need to be included with the base bid?

Response: The scope of work on the 10th Floor that would be performed by the Security vendor shall be included as part of Allowance No. 1.

END OF ADDENDUM NUMBER THREE



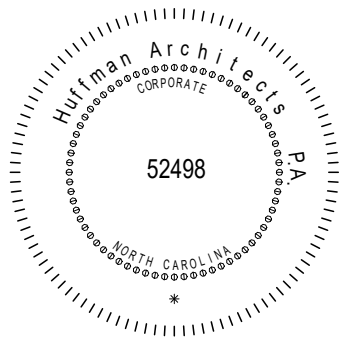
**WAKE COUNTY  
OFFICE BUILDING -  
12TH & 14TH FLOOR  
UPFIT**

PROJECT LOCATION  
**337 S. SALISBURY ST  
RALEIGH, NC 27601**

CONSULTANTS  
MECHANICAL, ELECTRICAL, PLUMBING, AND FIRE PROTECTION  
**HDM ASSOCIATES**  
116 HARRIS COURT  
ELIZABETH CITY, NC 27808  
P 252.696.9303



SEALS



PROJECT INFORMATION

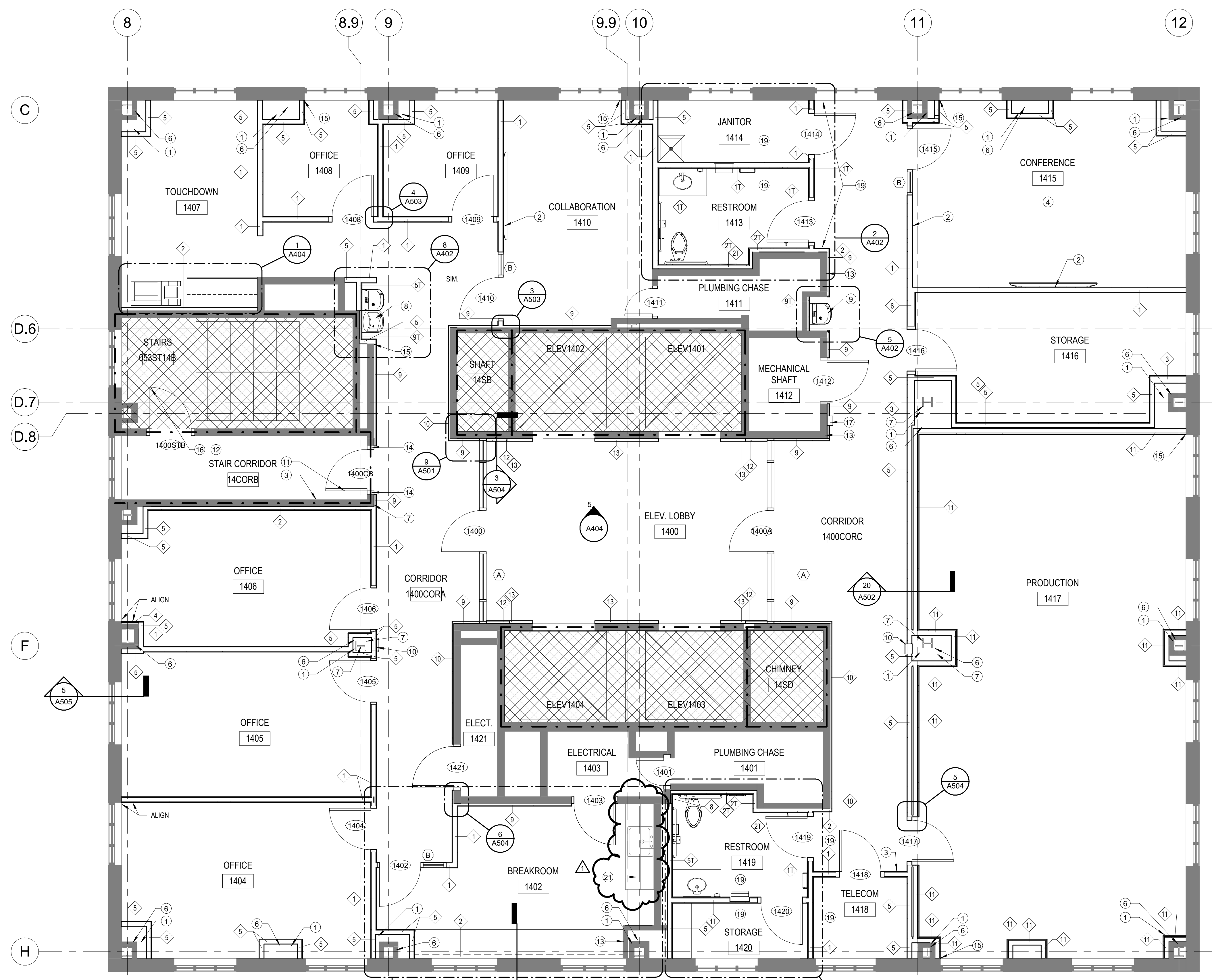
PROJECT NO.: 2314  
PHASE: BID / PERMIT SET  
DATE: 02.12.25  
DRAWN BY: TMR  
CHECKED BY: EMS

REVISIONS

NO.	DESCRIPTION	DATE
1	ADDENDUM NO. 3	02.28.25

SHEET INFORMATION

**A102**  
14th FLOOR - NEW WORK



**PLAN LEGEND**

	EXISTING WALLS TO REMAIN		AREA OF NO WORK
	DEMOLISHED WALLS		SHAFT (OPEN TO BELOW)
	DEMOLISHED		FIRE EXTINGUISHER CABINET (SEMI-RECESSED TYPE)
	BEYOND		FIRE EXTINGUISHER
	UNRATED CONSTRUCTION		WALL-MOUNTED DISPLAY (NIC)
	2-HR FIRE BARRIER (EXISTING)		PANIC HARDWARE
	1-HR FIRE BARRIER (EXISTING)		
	1-HR FIRE BARRIER (NEW)		

- NOTES**
- ALL DIMENSIONS ARE TO FINISHED FACE OF WALL.
  - COORDINATE AND PROVIDE BACKING/BLOCKING FOR MILLWORK AND ITEMS ATTACHED OR MOUNTED TO WALLS OR CEILINGS.
  - LOCATE DOOR OPENINGS 3" OFF PERPENDICULAR WALL, UON.
  - FINISH WALL TO FLOOR FOR BASE ADHESION.
  - THE GENERAL CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND CONDITIONS.
  - FRAME COLUMN ENCLOSURES AS SMALL AS POSSIBLE AROUND INTERIOR COLUMNS, DUCTS, PIPES, ETC. - IDENTIFY AND MARK THOSE LOCATIONS WHERE COLUMN DIMENSIONS CAN BE SMALLER THEN ARE DRAWN ON PLANS AND REVIEW ON-SITE WITH ARCHITECTS AND ENGINEER BEFORE FRAMING.
  - SIGN TYPE P & P2 TO BE INSTALLED ABOVE THE ELEVATOR CALL BUTTONS ON BOTH SIDES OF ELEVATOR LOBBY. G.C. COORDINATE WITH ARCHITECT ON ARROW DIRECTION PRIOR TO PRINTING SIGNS.

**GENERAL KEY NOTES**

#	DESCRIPTION
1	MAINTAIN 2 HOUR FLOOR RATING AT EXISTING PIPING/DUCT OPENING. TYPICAL ALL COLUMN & PIPE ENCLOSURES ENTIRE FLOOR - ENSURE RATING IS MAINTAINED AT BOTH FLOOR SLAB & OVERHEAD SLABS (TYPICAL) NOT ALL PIPES ARE SHOWN
2	MOUNTED MONITOR/CD TV (NIC) - COORDINATE POWER/DATA LOCATIONS WITH MONITOR/TV AND PROVIDE BLOCKING AS REQUIRED - SEE ELECTRICAL
3	CARD READER LOCATION - SEE PME; COORDINATE WITH ELECTRICAL AND SECURITY VENDOR
4	PROVIDE COMBINATION POWER/DATA FLOOR BOX - SEE MEP; COORDINATE WITH MEP ENGINEER AND FURNITURE VENDOR TO DETERMINE EXACT PLACEMENT
5	EXISTING MARBLE WALL CLADDING AND MARBLE BASE TO REMAIN
6	EXISTING METAL PIPE TO BE WRAPPED IN 3M FIRE BARRIER DUCT WRAP 615+ TO ACHIEVE A 2-HOUR RATING - TYPICAL AT ALL COLUMN WRAPS
7	PROVIDE SFRM TO EXPOSED COLUMNS TO ACHIEVE A 2-HOUR RATING PER UL DETAIL X717 - TYPICAL AT ALL INTERIOR COLUMNS
8	ELECTRIC WATER COOLER W/ WATER BOTTLE FILLER (HI/LOW ADA UNIT)
9	ELECTRIC WATER COOLER W/ WATER BOTTLE FILLER (SINGLE ADA UNIT)
10	PROVIDE NEW SEMI-RECESSED FIRE EXTINGUISHER CABINET & FIRE EXTINGUISHER
11	PROVIDE NEW DOOR AND FRAME IN EXISTING WALL - VERIFY WALL THICKNESS SO THAT FRAME HAS APPROPRIATE THROAT DEPTH
12	AREA OF RESCUE ASSISTANCE, COORDINATE WITH SECURITY CONTRACTOR
13	PATCH NON-RATED WALL AND FINISH SMOOTH THIS LOCATION - PAINT PER FINISH SCHEDULE
14	PATCH RATED WALL TO RESTORE 2-HR RATINGS AND FINISH SMOOTH THIS LOCATION - PAINT PER FINISH SCHEDULE
15	ALIGN NEW WALL FLUSH WITH EXISTING WALL
16	PROVIDE NEW DOOR, FRAME IS EXISTING TO REMAIN
17	EXISTING MAIL CHUTE, DO NOT DISTURB, COVER & PROTECT FROM CONSTRUCTION DEBRIS FOR REMAINDER OF PROJECT
18	PAINT ALL WALLS, HOLLOW METAL DOOR, AND HOLLOW METAL FRAME
19	PATCH AND SMOOTH CRATERED AND UNEVEN FLOOR AREA IN ITS ENTIRETY TO ALLOW FOR NEW FLOOR FINISH
20	REINSTALL UPPER AND LOWER CASEWORK, SINK, AND FAUCET BACK INTO ORIGINAL LOCATION - IT WAS REMOVED DURING THE DEMOLITION PHASE FOR PROTECTION

**WALL SCHEDULE**

Type Mark	THICKNESS	COMPOSITION	HEIGHT	RATING	COMMENTS
1	4 7/8"	1 LAYER 5/8" TYPE X GWB, 3 5/8" METAL STUDS @ 16" O.C. W/ SOUND BATTS, 1 LAYER 5/8" TYPE X GWB	<var!>		
1T	5 1/4"	WALL TILE, 1 LAYER 5/8" CEMENTITIOUS BACKERBOARD, 3 5/8" METAL STUDS @ 16" O.C. W/ SOUND BATTS, 1 LAYER 5/8" TYPE X GWB	<var!>		
2	3 1/8"	1 LAYER 5/8" GWB, 2 1/2" METAL STUDS @ 16" O.C.	TO DECK		
2T	3 1/2"	WALL TILE, 1 LAYER 5/8" CEMENTITIOUS BACKERBOARD, 2 1/2" METAL STUDS @ 16" O.C.	<var!>		
3	6 5/8"	1 LAYER 5/8" TYPE X GWB, 6" METAL STUDS @ 16" O.C. W/ SOUND BATTS	TO DECK		
4	5/8"	1 LAYER 5/8" TYPE X GWB, BLOCKING SIZED AS NEEDED	TO DECK		
5	4 1/4"	1 LAYER 5/8" TYPE X GWB, 3 5/8" METAL STUDS @ 16" O.C.	TO DECK		
5T	4 5/8"	WALL TILE, 1 LAYER 5/8" CEMENTITIOUS BACKERBOARD, 3 5/8" METAL STUDS @ 16" O.C. W/ SOUND BATTS	TO DECK		
6	7 1/4"	1 LAYER 5/8" GWB, 6" METAL STUDS @ 16" O.C. W/ SOUND BATTS, 1 LAYER 5/8" GWB	TO DECK		
7	6 1/8"	2 LAYERS 5/8" GWB, 3 5/8" METAL STUDS @ 16" O.C., 2 LAYERS 5/8" GWB	TO DECK	2 HR	
8	1 7/8"	WALL TILE, 1 LAYER 5/8" CEMENTITIOUS BACKERBOARD, 2 1/2" METAL STUDS @ 16" O.C.	TO DECK		
9	2 1/8"	1 LAYER 5/8" GWB, 1 1/2" FURRING CHANNEL @ 16" O.C.	TO DECK		
9T	1 7/8"	WALL TILE, 1 LAYER 5/8" GWB, 7/8" FURRING CHANNELS @ 16" O.C.	TO DECK		
10	1 1/2"	1 LAYER 5/8" GWB, 7/8" FURRING CHANNELS @ 16" O.C.	TO DECK		
11	5 1/8"	1 LAYER 5/8" TYPE X GWB, 1 LAYER SOUNDPROOFING COMPOUND, 1 LAYER 5/8" TYPE X GWB, 1 LAYER 1/4" MASS LOADED VINYL - SOUNDPROOF BARRIER, 3 5/8" METAL STUDS @ 16" O.C. W/ SOUND BATTS	TO DECK		
12	2 1/2"	1 LAYER 1" (G.C. FIELD VERIFY THICKNESS) SALVAGED MARBLE SLAB, 1 LAYER 5/8" GWB, 1 1/2" FURRING CHANNEL RUN HORIZONTALLY @ 16" O.C.	2" MIN. ABOVE CEILING		
13	2 1/2"	1 LAYER 1" (G.C. FIELD VERIFY THICKNESS) SALVAGED MARBLE SLAB, 1 1/2" FURRING CHANNEL RUN HORIZONTALLY @ 16" O.C.	2" MIN ABOVE CEILING		

**14TH FLOOR - NEW WORK**  
1/4" = 1'-0"

Wake County Office Building – 12th & 14<sup>th</sup> Floors Upfit  
RFB #25-021

**BID PROPOSAL FORM**

**(USE THIS FORM ONLY. Bids submitted on anything other than the form(s) provided may be considered non-responsive and subject to rejection)**

SINGLE PRIME GENERAL CONSTRUCTION WORK  
FORMAL CONTRACT

BIDDERS NAME

\_\_\_\_\_ License Number: \_\_\_\_\_

BASE BID PROPOSAL

The undersigned, as Bidder, hereby declares that the only person or persons interested in this Proposal as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this Proposal or in the Contract to be entered into; that this Proposal is made without connection with any other person, company or parties making a Bid or Proposal; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the specifications for the work and the Contract Documents relative thereto, including addenda, if any, and has read all special provisions furnished prior to the opening of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees if this Proposal is accepted to contract with the County of Wake with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and Contract Documents, for the sum of:

Base Bid \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

SUBCONTRACTOR LISTING

PLUMBING CONTRACTOR

Name: \_\_\_\_\_ License Number: \_\_\_\_\_

\$ \_\_\_\_\_

HVAC CONTRACTOR

Name: \_\_\_\_\_ License Number: \_\_\_\_\_

\$ \_\_\_\_\_

ELECTRICAL CONTRACTOR

Name: \_\_\_\_\_ License Number: \_\_\_\_\_

\$ \_\_\_\_\_

FIRE ALARM CONTRACTOR

Name: \_\_\_\_\_ License Number: \_\_\_\_\_

\$ \_\_\_\_\_

FIRE SUPPRESSION CONTRACTOR

Name: \_\_\_\_\_ License Number: \_\_\_\_\_

\$ \_\_\_\_\_

ALTERNATES

Should any of the alternates as described in the specifications be accepted, the amount written below shall be the amount to "add to" of "deduct from" the Base Bid. If to be "deducted from" Base Bid, put minus sign (-) in parentheses at head of alternate and plus sign (+) in parentheses if to be added. Refer to Section 01 2300 for description of alternates.

Preferred Brand Alternate No. 1: Mechanical Locksets \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

Preferred Brand Alternate No. 2: Electromechanical Locksets \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

Preferred Brand Alternate No. 3: Electromechanical Exit Devices \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

Preferred Brand Alternate No. 4: Cylinders \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)



## UNIT PRICES

Unit prices are complete for labor, equipment, material, overhead and profit. Base bid includes the stipulated allowance quantity of each item. Unused amount will be credited to the Owner by change order at the end of the project.

Description	Unit Price	Unit Measure	Allowance Units
Wall and Ceiling Exit Signs		Each	
Fire Alarm Speaker/Strobe		Each	
Duplex/Quad Receptacle		Each	
Sprinkler Head		Each	
Data Drop		Each	
Plaster Patching		SF	20

## ALLOWANCES

Allowances indicated herein below shall be included in the Base Bid. See Section 01 2100 "Allowances."

- A. Allowance No. 1 – Lump-Sum Allowance: Include the sum of \$35,000.00 for voice/data.
- B. Allowance No. 2 – Lump-Sum Allowance: Include the sum of \$80,000.00 security installation.
- C. Allowance No. 3 – Lump-Sum Allowance: Include the sum of \$16,500.00 for the F10 carpet tile.
- D. Allowance No. 4 – Lump-Sum Allowance: Include the sum of \$16,900.00 for the F20 carpet tile.
- E. Allowance No. 7 – Lump-Sum Allowance: Include the sum of \$8,000.00 for the F30 carpet tile.
- F. Allowance No. 5 – Lump-Sum Allowance: Include the sum of \$1,500.00 for the F40 floor tile.
- G. Allowance No. 6 – Lump-Sum Allowance: Include the sum of \$2,900.00 for the F50 VCT.
- H. Allowance No. 8 – Lump-Sum Allowance: Include the sum of \$2,500.00 for the B40 base tile.
- I. Allowance No. 9 – Lump-Sum Allowance: Include the sum of \$6,200.00 for the W30 wall tile.
- J. Allowance No. 10 – Lump-Sum Allowance: Include the sum of \$9,000.00 for the W40 mosaic tile.
- K. Allowance No. 11 – Unit-Cost Allowance: Plaster Patching.
  - a. Coordinate adjustment with the corresponding unit-price requirements in Section 01 2200 "Unit Prices".
  - b. Allowance Quantity: 20 SF.

MINORITY BUSINESS PARTICIPATION REQUIREMENTS; 143.128.2.c

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**Provide with the bid** - Under GS 143-128.2(c) the bidder shall identify and include **with the bid, Wake County Form MBE-1 Identity of Minority Business Participation**, the minority businesses that it will use on the project with the total dollar value of the bids that will be performed by the minority businesses. **All bidders must submit, with the bid, Wake County Form MBE-1 Identity of Minority Business Participation Form even if there is zero MBE participation.**

**Also include with the bid** a list of the good faith efforts made to solicit minority participation in the bid effort, **Wake County Form MBE-2 Listing of the Good Faith Effort.**

**NOTE:** A contractor that performs all of the work with its own workforce may submit **Wake County Form MBE-3-Intent to Perform Contract with Own Workforce**, to that effect in lieu of **Wake County Form MBE-2-Listing of the Good Faith Effort.**

**After the bid opening** - The Owner will consider all bids and alternates and determine the lowest responsible, responsive bidder. Upon notification of being the apparent lowest responsible, responsive bidder, the bidder must then file within 72 hours of the notification **Wake County Form MBE-4.** It includes that portion of the Work to be Performed by Minority Business. Also included is a description of the portion of work to be executed by minority businesses, expressed as a percentage of the total contract price, which is equal to or more than the 10% goal established. This affidavit shall give rise to the presumption that the bidder has made the required good faith effort and **Wake County Form MBE-5** is not necessary,

**OR**

If less than the 10% goal, **Wake County Form MBE-5** documenting all good faith efforts to meet the goal shall be provided. The document must include evidence of all good faith efforts that were implemented, including any advertisements, solicitations and other specific actions demonstrating recruitment and selection of minority businesses for participation in the project.

**Note:** Bidders must always submit **with their bid** the Identification of Minority Business Participation Form listing all MBE contractors, vendors, and suppliers that will be used. If there is no MBE participation, then enter none or zero on the form. **Wake County Form MBE-2** or **Wake County Form MBE-3** as applicable must also be submitted with the bid. Failure to submit a required affidavit or form with the bid or within the time required may be grounds for rejection of the bid.





**Attach to Bid Form  
Wake County – Form MBE-2 (2002)  
Listing of the Good Faith Effort**

Affidavit of \_\_\_\_\_  
(Name of Bidder)

I have made a good faith effort to comply under the following areas checked:

Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive. (1 NC Administrative Code 30 I.0101)

- 1 – (10 pts)** Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor, or available on State or local government maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- 2. -(10 pts)** Made the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bids are due.
- 3 - (15 pts)** Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- 4 - (10 pts)** Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- 5 - (10 pts)** Attended prebid meetings scheduled by the public owner.
- 6 - (20 pts)** Provided assistance in getting required bonding or insurance or provided alternatives to bonding or insurance for subcontractors.
- 7 - (15 pts)** Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- 8 - (25 pts)** Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- 9 - (20 pts)** Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- 10 - (20 pts)** Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash flow demands.

The undersigned, if apparent low bidder, will inter into a formal agreement with the firms listed in the Identification of Minority Business Participation schedule conditional upon scope of contract to be executed with the Owner. Substitution of contractors must be in accordance with GS 143-128.2(d). Failure to abide by this statutory provision will constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of the minority business commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: \_\_\_\_\_

Name of Authorized Officer \_\_\_\_\_

Signature \_\_\_\_\_

Title: \_\_\_\_\_



State of North Carolina, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_ 20\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_

**Attach to Bid Only If Bidder Performs All Work With Own Workforces**

**Wake County Form MBE-3 (2002)**  
**Intent to Perform Contract with Own Workforce**

Affidavit of

\_\_\_\_\_  
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the project

\_\_\_\_\_  
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and

The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: \_\_\_\_\_  
\_\_\_\_\_

Name of Authorized Officer: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_



State of North Carolina, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_ 20\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_

CERTIFICATION OF PROPOSER:

The Bidder further proposes and agrees hereby to commence work under his Contract on a date to be specified in a written order of Wake County and shall fully complete all work thereunder within the number of consecutive calendar days stipulated in the Supplementary General Conditions. Applicable liquidated damages shall be as stated in Supplementary General Conditions.

The undersigned acknowledges receipt of the following addenda issued during the time of bidding and includes the changes therein in this Proposal:

Addendum Number \_\_\_\_\_, Dated \_\_\_\_\_

Addendum Number \_\_\_\_\_, Dated \_\_\_\_\_

Addendum Number \_\_\_\_\_, Dated \_\_\_\_\_

The undersigned agrees that this Proposal will not be withdrawn for a period of sixty (60) days.

The undersigned agrees to comply with the E-Verify requirements of the General Statutes of North Carolina, all contractors, including any subcontractors employed by the contractor(s), by submitting a bid, proposal or any other response, or by providing any material, equipment, supplies, services, etc., attest and affirm that they are aware and in full compliance with Article 2 of Chapter 64, (NCGS64-26(a)) relating to the E-Verify requirements.

The undersigned agrees not to discriminate in any manner on the basis of race, natural hair or hairstyles, ethnicity, creed, color, sex, pregnancy, marital or familial status, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, National Guard or veteran status, religious belief or non-belief, age, or disability with reference to the subject matter of this Contract. The Parties agree to comply with the provisions and intent of Wake County Ordinance SL 2017-4. This anti-discrimination provision shall be binding on the successors and assigns of the Parties with reference to the subject matter of this Contract.

The undersigned further agrees that in the case of failure on his part to execute the said Contract and the Bond within ten (10) consecutive calendar days after written notice being given of the award of the Contract, the check, cash or Bid Bond accompanying this Bid shall be paid into the funds of Owner's Account set aside for this Project, as liquidated damages for such failure; otherwise the check, cash or Bid Bond accompanying this Proposal shall be returned to the undersigned.

Respectfully submitted this \_\_\_ day of \_\_\_\_\_, 20\_\_

**PROPOSER SIGNATURE PAGE**

\_\_\_\_\_  
(Name of Firm or Corporation making Bid)

By: \_\_\_\_\_

WITNESS:

\_\_\_\_\_  
(Proprietorship or Partnership)

Title: \_\_\_\_\_  
(Owner, Partner, or Corporation  
President or Vice President only)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

License Number: \_\_\_\_\_



Affix Corporate Seal Above

ATTEST:

By: \_\_\_\_\_

Title: \_\_\_\_\_  
(Corporation Secretary or Assistant Secretary only)

**Wake County Office Building  
12<sup>th</sup> & 14<sup>th</sup> Floor Upfit  
Project No. 2314  
Supplementary Contractor Walkthrough**

**Date:** February 25, 2025  
**Time:** 1:00 PM  
**Location:** WCOB 12th & 14th Floors

- A. The sign-in sheet is attached at the end of these minutes.
- B. This meeting serves as the Contractor site walkthrough to supplement the Pre-Bid Conference which was held virtually due to inclement weather. Minutes from that meeting can be found in Addendum No. 1.
- a. The group walks the floor together.
- i. FD&C mentions that other Contractors, including the 8th Floor Upfit Contractor, will be using the same elevators for several months while the 12th and 14th Floors are underway – Contractors should be mindful of one another.
  - ii. HDM advises that Air Handling Units on other projects have been broken down and moved up through the building via elevators.
    1. Elevator surfaces would need to be protected.
    2. This project does not have an AHU.
  - iii. FD&C advises that stocked materials can only be briefly left in the Basement by the freight elevator while those materials are being brought up to the appropriate work areas.
    1. Permanent storage in that area is not allowed.
    2. Contractors should not leave anything in those areas on Wednesdays, because that is when the building's recycling bins are collected.
    3. Any permanent laydown space anywhere has to be coordinated with Wake County.
  - iv. FD&C advises that any vehicle parked in the loading zone of the freight elevator (on Salisbury Street) needs to be branded with some kind of company insignia in order to not get ticketed – personal vehicles are not allowed.
  - v. FD&C advises that Contractors may park in the Wake County parking deck, but street parking may be more convenient to the building and is oftentimes more inexpensive.
  - vi. Esse advises that DARI (Demolition and Asbestos Removal, Inc.) is currently demolishing the 12th and 14th Floors – that process is expected to be substantially complete by the end of March.
  - vii. FD&C advises that the Wake County Security office in the Basement is only open on Wednesdays all day and Fridays in the morning, but all security systems in the building are monitored 24/7.
  - viii. FD&C advises that any interested Contractors should keep an eye out for other upcoming County projects – there are several of different scales in the works.
- C. Questions/Clarifications:
- a. Would the Contractor be allowed to leave materials by the freight elevator in the Basement overnight, between the hours of 6 PM and 6 AM?
    - i. Response: It's possible, depending on the day and what else is happening in the building. Contractors would need to coordinate with FD&C in advance.
  - b. What projects in the building will overlap with the 12th and 14th Floor Upfit?
    - i. Response: The 8th Floor Upfit, primarily, and there will be a small office upfit on the 2nd Floor.
  - c. What is the deadline for questions prior to the bid date?
    - i. Response: The deadline for questions is Tuesday, March 4, 2025, by 5 PM.

These minutes represent my understanding of the pertinent issues discussed. Any corrections or additions to these minutes should be submitted to the Architect within five (5) days of the distribution or the minutes shall be deemed an accurate representation of the issues discussed.

Minutes Prepared by:  
Teddy Coleman, Assoc. AIA