



## Henderson County Capital Projects

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

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**Memorandum To:** Interested Bidders

**From:** Thad Ninnemann  
Capital Projects Project Manager

**Subject:** Request for Proposals  
Blue Ridge Community College Sink Building AHU Chilled Water Piping  
Replacement

**Date:** February 5, 2021

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Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, traffic control, supervision, disposal fees, permits, inspections to replace piping & associated components for the Sink Building air handlers on the campus of Blue Ridge Community College. Contractor is to meet or exceed all requirements and specifications outlined during the mandatory Pre-Bid meeting. Work areas and equipment rooms to be left in a clean and good condition

### **Mandatory Attendance**

**Meeting w/Owner:** February 23rd, 2020 @ 9:00 am  
Sink Building Main Entrance Flagpole  
Blue Ridge Community College  
130 Eagles Reach Drive  
Flat Rock, NC 28731

**Proposals are due:** March 9th, 2020 by 2:00 pm  
Henderson County Government Offices  
Attention: Thad Ninnemann  
100 North King Street, 2<sup>nd</sup> Floor, Suite 206  
Hendersonville, NC 28792

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

**Last Day for Questions:** February 26<sup>th</sup>, 2021 at 5:00 pm. Questions must be received in written form by the time and date indicated. Submit all questions to the BRCC Project Coordinator Marshall Morris @ [Marshallm@blueridge.edu](mailto:Marshallm@blueridge.edu)



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Sealed hard copy bids, no emails, 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 March 9<sup>th</sup>, 2020 @ 2:00 pm.

### Detailed Scope of Work:

All AHUs with exception of AHU #7:

- Install cleanout piping on copper drain line.
- Replace rod seals on actuators, eliminate any leaks or seepage around the actuator rod & recalibrate.
- Replace all rusted, corroded or leaking piping. Install new fiberglass insulation with scrim vapor barrier on all piping replaced.
- If any additional isolation valves are required by the Contractor to accomplish the work, this will be the Contractor's responsibility and expense.
- Install new fiberglass insulation with scrim vapor barrier on all exposed chilled water piping.
- Replace all damaged or discolored insulation with fiberglass insulation with scrim vapor barrier.
- Reroute condensate drainpipes to existing floor drains.
- Install new insulation on drainpipes

AHU #2:

- Replace existing leaking air purge valve with new automatic air purge valve, test for and repair any leaks and bleed air from system upon completion.

### GENERAL:

- Time of Completion: The awarded Contractor may commence work immediately upon receipt of written NTP. Contractor must be complete within 30 days of NTP. Work completion includes receiving and passing all inspections.
- Install all materials and equipment in accordance with manufacturer's instructions and warranty requirements.
- Contractor must submit a timeline for beginning and completion of the project.
- Any downtime of AHUs or chiller must be scheduled in advance with BRCC's Project Coordinator. Work should be coordinated to keep downtime to an absolute minimum.
- 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 inspectors will be the Contractor's responsibility and expense to correct.
- Contractor is to reconnect to existing piping and/or replace piping in the vicinity of the unit to make the systems totally leak free and fully functional. Any piping or electrical which must be rerouted or replaced is the responsibility of the Contractor.



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- Contractor will be responsible for all utility disconnections and reconnections including electrical, plumbing and Metasys.
- Any work involving disconnections or reconnections of the Metasys building automated system will be the responsibility of the Contractor. The Contractor will be responsible to reintegrate the existing Metasys building automated system controls with existing functionality.
- Furnish the necessary supervision, labor, tools, equipment and materials to complete the work outlined in pre-bid meeting.
- Work schedule limitations to be coordinated with the Blue Ridge Community College Project Coordinator.
- The contractor will not be allowed to use College dumpsters. Contractor is to remove and dispose of all debris, packaging and trash offsite at the Contractor's expense.
- Daily Cleanup of all affected work areas and paths of entry and material delivery or removal.

### **The following information must be included in the proposal:**

1. All applicable licensure with North Carolina.
2. General Workday Schedule for "all anticipated workday start and completions" or stoppage.
3. Standard 1-year 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.
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.

### **SITE CONDITIONS:**

1. The building will be occupied. Contractors and sub-contractors are limited to the work area of the AHUs and associated equipment rooms.
2. The College has testing which is required by the State and there may be times that noise from machines, power drills and saws and welders 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.
3. Contractor will not be allowed to work on Graduation day. The date of Graduation will be provided to the Contractor well in advance for scheduling.
4. Work will be permitted Monday – Friday from 7:00am – 8:00pm (with exceptions of the before mentioned College's testing times and Graduation). Work outside of these hours



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- (including weekends may be permitted with prior approval of the College's Project Coordinator
5. Contractor must provide proper ventilation when soldering or welding inside the equipment rooms. Appropriate measures must be taken to prevent fumes from entering the building.
  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. BRCC will not be responsible for the security of any equipment or stored items.
  8. 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 at a designated area.
  9. Space for (3) Contractor Vehicles will be discussed at the pre-bid. No Contractors will be allowed to park on the side of the access road.
  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, caution tape and construction signage to prevent pedestrians from entering the work area.
  12. No vehicles or equipment will be allowed to cross or drive over sidewalks, plant areas or grass areas without specific approval by the College. Damage to walkways, plant areas, grass areas or foliage will be the Contractor's responsibility and expense to repair.
  13. All road closures or partial road closures for material delivery, 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 when the fire notification may need to be taken offline for soldering or welding.
  15. The contractor will not be allowed to use College dumpsters. If the Contractor requires a dumpster, this will be the responsibility of the Contractor. Space for a contractor provided dumpster will be provided at a designated area across the street from the chiller.
  16. Free parking permits will be issued to Contractor and his Subcontractors. These must be displayed from the rear-view mirror and visible.
  17. Communication with students is not permitted. Shirts are required at all times.
  18. 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.

### ACCEPTANCE OF WORK

1. AHUs and associated components must be fully functional and operating as intended when the Contractor has completed the project. Contractor shall demonstrate sustained,



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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. Owner is to receive all test reports, warranties, maintenance manuals, product data, closeout documents and as-built drawings. This training will include written preventative maintenance schedules and how to adjust or correct equipment as required for proper performance.

Project will be awarded based on base bid.

See "Doing Business with Henderson County" for general information and Henderson County Insurance and Bond Requirements and Minority Business Participation Guidelines at <https://www.hendersoncountync.gov/county/page/doing-business-henderson-county>

As a party wishing to contract or otherwise do business with Henderson County, You must understand that you have a duty (imposed by North Carolina law in 2013), as a condition of payment for goods provided or services rendered, to Comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (E-Verify). Further, if you provide the goods and services to the County utilizing a subcontractor, you must require the subcontractor to comply With the requirements of Article 2 of Chapter 64 of the General Statutes as well. You are required to verify, by affidavit, compliance of these terms of this Section upon the County's request.

Henderson County reserves the right to reject any and / or all bids. Qualified contractors interested in bidding on the project should contact Marshall Morris @ [Marshallm@blueridge.edu](mailto:Marshallm@blueridge.edu)