



## Henderson County Finance

113 N. Main St

Hendersonville, North Carolina 28792

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Memorandum To: Pre-Bid Attendees

From: Doug Guffey  
Purchasing Agent

Subject: Addendum 1: Main Library Façade Repairs and Window Replacement

Date: June 1, 2023

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This addendum forms a part of and modifies the bidding requirements, contract forms, contract conditions, and/or the specifications for the Request for Proposals: Main Library Façade Repairs and Window Replacement. Bidder shall acknowledge receipt of the Addendum by signature and date below. The signed addendum shall be submitted as a part of your proposal. Failure to do so may subject the Bidder to **disqualification**.

The following clarifications, modifications, and/or additions are to be made to the scope of work:

Q1: Are bid bonds required.

A1: Yes, bid bonds are required pursuant to the following language:

For any proposal to be considered or accepted by the County, the proposal must include at the time of filing, a bid bond in the amount of five percent (5%) of the total bid price. The bid bond must be executed by a corporate surety licensed under the laws of North Carolina to execute such bonds, conditioned that the surety will upon demand forthwith make payment to the obligee upon said bond if bidder fails to execute the contract in accordance with the bid bond. This deposit shall be retained if the successful bidder fails to execute the contract within ten (10) days after award or fails to give satisfactory surety as required herein. Bid bonds shall be submitted to the County using AIA Document A310, or the equivalent bid bond document if the underlying basic contract is created with a form supplied by a different group than the American Institute of Architects or be in the form of a certified check payable to the County, in the amount of five percent (5%) of the total bid price. If a bond is used, it must be issued by an insurer licensed to do business in North Carolina.”

Q2: When will payment and performance bonds be required to be submitted to the County.

A2: Payment and performance bonds will be required to be submitted to the County for 100% of the contract price at the time of bid award. Please see Section 17: Payment & Performance Bonds within the bid document.

Q3: Please clarify the tax exemption from the bid documents.

A3: Section 9: How to Prepare Bid Proposals has been modified to read as follows:

**Bid Prices shall be inclusive of taxes.** Taxes must be itemized and added to invoices separately when invoicing the County. The County is required to pay sales tax. The County is exempt from Federal Excise Tax and has a Federal Tax number.

Additionally, a new bid proposal form is on page 3 of this addendum.

Q4: Are there liquidated damages associated with this project?

A4: Liquidated damages will not be required on this project.

Q5: Are there any restrictions on work hours?

A5: Work may be performed Monday through Saturday, 7:00 AM to 6:00 PM. No work shall be performed on Sunday. The work shall be scheduled with the Library as some of the work will be performed in the children's area.

Q6: What should be the completion date of this project?

A6: The project shall be completed by May 1, 2024.

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

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

**BID PROPOSAL FORM**

Pursuant to the General Statutes of North Carolina **sealed bids**, subject to the conditions and specifications herein, are invited for the Library Facade repair and window replacement. All bids will be received by the Henderson County Finance Department, at 113 North Main St., Hendersonville, NC 28792, June 9, 2023, at 3:00PM EST, at which time the sealed bids will be publicly opened and read.

The undersigned, as bidder, hereby declares that this proposal is made without connection with any other person, company, or parties making a similar bid or proposal, and that the proposal is in all respects fair and in good faith, without collusion or fraud.

The bidder has carefully examined the annexed form of specifications and instructions to bidders and hereby declares that they will provide the products and/or services in the manner prescribed in the specifications and instructions to bidders for the following price:

DESCRIPTION	EXTENDED PRICE
Replacement of twenty-four (24) fixed pane windows in Children’s library and Limestone repair on Facade of building	
<b>GRAND TOTAL FOR ALL GOODS AND SERVICES. INCLUSIVE OF SHIPPING TO HENDERSON COUNTY, NORTH CAROLINA, INSTALLTION, TAXES, AND FEES</b>	

**PLEASE NOTE BID PRICES AND SPECIFICATIONS SHALL BE FULLY ENFORCEABLE FOR 120 DAYS AFTER THE BID DUE DATE UNLESS NOTED BELOW:**

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**Printed Name of Firm Representative:** \_\_\_\_\_

**Signature of Firm Representative:** \_\_\_\_\_

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

**Name of Firm Submitting Proposal:** \_\_\_\_\_

**Firm Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_