



Henderson County Capital Projects

100 North King Street, Suite 204
Hendersonville, North Carolina 28792

Memorandum To: Interested Qualified Bidders

*From: Bryan Rhodes
Capital Projects Construction Manager
Marshall Morris
Blue Ridge Community College Capital Project Coordinator*

*Subject: Request for Proposals:
Blue Ridge Community College Fire Training Center Roof and Gutter
Repairs*

Date: July 26th, 2023

Mandatory Pre-Bid Meeting: **August 10th 2023 @ 11:00 am**
Blue Ridge Community College
Fire Training Center (outside by flag pole)
330 College Drive
Blue Ridge Community College
625 College Dr.
Flat Rock, NC 28731

Proposals are due: **August 24th, 2023 by 3:00 pm**
Henderson County Government Offices
Attention: Bryan Rhodes
100 North King Street, 2nd Floor, Suite 206
Hendersonville, NC 28792

Location of Work: BRCC Fire Training Center
330 College Drive
Flat Rock, NC 28731

Last Day for Questions: August 14th, 2023 at 5:00pm. Question must be in written form by email or USPS letter on or before, but NLT date indicated. Submit all questions to: the BRCC Capital Project Coordinator (Marshallm@blueridge.edu).

Sealed hard copy bids will be received from bidders by Henderson County at the Henderson County Government Offices, 100 North King Street, Suite 204, Hendersonville, North Carolina 28792 until August 24th, 2023 @ 3:00 pm.



Henderson County Capital Projects

100 North King Street, Suite 204
Hendersonville, North Carolina 28792

Scope of Work:

GENERAL:

Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, traffic control, supervision, disposal fees, permits, inspections to tear off existing combination of roll roofing and membrane roofing down to decking, legally dispose of debris, install new TPO roof with written 20 year manufacturer warranty, and install new box gutter and downspout at the Fire Training Center on the campus of Blue Ridge Community College. Contractor is to meet or exceed all requirements and specifications outlined in the RFP and Pre-Bid. All work areas are to be left in a clean and good condition

- Time of Completion: The awarded Contractor may commence work immediately upon receipt of purchase order. Contractor must be complete by December 31st, 2023.
- Contractor must submit a timeline for beginning and completion of the project.
- Install all materials and equipment in accordance with Henderson County building code and inspections, manufacturer's instructions and warranty requirements.
- 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 inspector and Final inspection will be the Contractor's responsibility and expense to correct.
- Furnish the necessary supervision, labor, tools, equipment and materials to complete the work outlined in the RFP and pre-bid meeting.
- Work schedule limitations to be coordinated with the Blue Ridge Community College Capital Project Coordinator.
- Project includes disposal of all debris & packing materials offsite at the Contractor's expense. The contractor will not be allowed to use College dumpsters. Construction dumpsters will be the responsibility of the Contractor and at the Contractor's expense.
- Contractor will provide traffic flaggers for any road or lane closures needed for delivery of equipment or work to be done.
- Daily Cleanup of all affected work areas and paths of entry and material delivery or removal.
- Any damage to buildings, walk ways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense.

Job Specifics:

- Contractor will not be permitted to start any roof demolition until he has all roofing materials onsite.
- Set up safety and grounds protection as needed.
- Tear off existing roofing down to wood decking and legally dispose of debris.
- Remove existing gutters and downspouts in a manner as to not damage existing wood.
- Upon Contractor's removal of gutters and downspouts, Contractor to provide a reasonable amount of time for BRCC to have a 3rd party Contractor properly prepare the wood fascia and



Henderson County Capital Projects

100 North King Street, Suite 204
Hendersonville, North Carolina 28792

prime and paint it before installation of the new gutter and downspout. This will be coordinated with the BRCC Capital Project Coordinator.

- Mechanically fasten white 60 mil TPO to manufacturer's standards.
- Flash any rooftop HVAC equipment.
- Flash all penetrations per manufacturer's standards and specifications and in accordance with warranty demands.
- Install walk pad at doorway as required by manufacturer.
- Install TPO coated metal drip edge at gutter locations and 25ga kynar finished shop fabricated gravel stop edge metal on "rake" edges. BRCC to choose color from standard color chart.
- Clean up and remove all material, debris and equipment.
- Customer to receive a written 20 year manufacturer's warranty upon passing inspection.
- Customer to receive a written 2 year workmanship warranty upon completion.

SITE CONDITIONS:

1. The Fire Training building is very active with teaching throughout the days and evenings Monday through Saturdays. The Contractor will have to schedule these areas around class schedules. A schedule will be provided to the awarded Contractor.
2. Contractor will not be allowed to work on Graduation day. Graduation is presently scheduled for mid-December. If this date changes, the awarded Contractor will be notified immediately.
3. The building will be occupied. Contractors and sub-contractors are limited to the work areas and associated electrical rooms.
4. The College has testing which is required by the State and there may be times that noise from machines and power equipment may not be allowed. Coordination of these times will be discussed during construction meetings. A schedule of classes for the Fire Training building will be provided to the contractor before the start of the job.
5. 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.
6. If the Contractor requires a dumpster, this will be the responsibility of the Contractor. The contractor will not be allowed to use College dumpsters. Space for a contractor provided dumpster will be provided at a designated area of the Sink parking lot to be discussed during the Pre-bid.
7. Smoking is not permitted on the job site or the college campus. The Contractor and sub-contractors are allowed to smoke inside their vehicles.
8. Contractor will need to barricade the work area with safety cones and caution tape to prevent pedestrians from entering the work area.
9. No vehicles, cranes, equipment will be allowed to cross or drive over sidewalks or concrete pads and patios. Any damage to walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at his expense.
10. All road closures for material delivery, hoists, lifts, etc. must be scheduled with the BRCC Project Coordinator in advance. The Contractor must provide flaggers at any time roads or lanes are closed.



Henderson County Capital Projects

100 North King Street, Suite 204
Hendersonville, North Carolina 28792

-
11. All utility interruptions are to be scheduled with the owner. This includes times which the fire notification may need to be taken offline for work.
 12. Communication with students is not permitted. Shirts are required at all times.
 13. 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.
-

Project will be awarded based on base bid.

Base Bid:

\$ _____

Alternates #1: Gutter & Downspout: Base bid includes color selection from the “standard” color chart. This Alternate is for any additional cost to upgrade gutters and downspouts if required to a color from the custom color chart.

\$ _____

Additional Pricing Requested:

Cost per square foot to replace rotted plywood decking (to include any additional blocking required to support the plywood patching):

5/8” thick plywood (per sq. ft.) \$ _____

3/4” thick plywood (per sq. ft) \$ _____

The following information must be included in the proposal:

1. All applicable licensure with North Carolina.
2. General Work Day Schedule for “all anticipated work day start and completions” or stoppage.
3. Warranty on all above work



Henderson County Capital Projects

100 North King Street, Suite 204
Hendersonville, North Carolina 28792

-
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.
 7. The Contractor will be required to sign an amended Terms & Conditions amendment before formal contract award and issuance of a purchase order.
-

ACCEPTANCE OF WORK

1. All work must be permitted by Henderson County and receive County inspections. Owner is to receive written copies of all.
2. Owner is to receive all warranties, maintenance manuals, product data, closeout documents.

See "Doing Business with Henderson County" for general information and Henderson County Insurance and Bond Requirements along with 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 this project may contact **Mr. Marshall Morris @ marshallm@blueridge.edu** .