



## Henderson County Capital Projects

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

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### Memorandum To: Interested Qualified Bidders

**From:** Brian Cotton  
Capital Projects Superintendent  
Bryan Rhodes  
Capital Projects Construction Manager

**Subject:** Request for Proposals:  
VFW Renovation Kitchen Equipment and Installation

**Date:** FEB 26th, 2024

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**Mandatory Pre-Bid Meeting:** March 12<sup>th</sup>, 2024 @ 11:00 am  
VFW  
900 N. Main St  
Hendersonville, NC 28792

**Proposals are due:** March 26<sup>th</sup>, 2024, by 2:00 pm  
Henderson County Government Offices  
Attention: Bryan Rhodes  
100 North King Street, 2<sup>nd</sup> Floor, Suite 204  
Hendersonville, NC 28792

**Location of Work:** VFW  
900 N. Main St.  
Hendersonville, NC 28792

**Last Day for Questions:** March 19th, 2024, at 3:00pm. Question must be in written form by email or USPS letter on or before, but NLT date indicated. Submit all questions to Brian Cotton the HC Capital Project Superintendent.  
[bcotton@hendersoncountync.gov](mailto:bcotton@hendersoncountync.gov)

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 March 26<sup>th</sup>, 2024 @ 2:00 pm.



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### Scope of Work:

- Provide and Install food service equipment specified, for VFW remodel project, per attachment #1 and #2 of RFP.
- Base bid will be based on Specified Food Service Equipment, per attachment #1 and #2, of the RFP.
- Contract will be awarded on Base bid only.
- Substitutions should be listed on RFP as Alternates based on item number.
- Substitutions will only be accepted after review and written approval from a member of the Henderson County Project Management Team.
- Item K5 on spec sheet is excluded from job scope.
- No exclusions allowed in base bid. All items listed on attached Food Service Equipment Schedule other than K5 must be priced as purchase and install.

### GENERAL:

Henderson County requests proposals to provide a turnkey project inclusive of all labor, materials, traffic control, supervision, disposal fees, permits, inspections. Contractor is to meet or exceed all requirements and specifications outlined in the RFP and Pre-Bid.

- Contractor is required to provide a scheduled timeline for the duration of project.
- Contractor is required to furnish all necessary supervision, labor, tools, equipment, and materials to complete the work outlined in the RFP and Pre-bid meeting.
- Contractor will be required to provide a detailed written warranty for all work upon completion of project.

### Job Specifics:

### SITE CONDITIONS:

1. The Contractor will be responsible for permitting and scheduling of inspections.
2. The Contractor will be responsible for providing own power for project.
3. The Contractor will be responsible for providing a dumpster.
4. Smoking is not permitted on the job site.
5. Contractor will need to barricade the work area with safety cones and caution tape to prevent pedestrians from entering the work area.
6. Any damage to walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at his expense.
7. 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.
8. All workers are required to wear proper work attire.
9. Weapons are prohibited on County property.
10. Awarded contractor is to coordinate with Blum Construction site superintendent, when onsite.



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Project will be awarded based on base bid.

Base Bid: \$ \_\_\_\_\_

Additional pricing.

ALT. 1:  
ITEM # K1: \$ \_\_\_\_\_

ALT. 2:  
ITEM # K2: \$ \_\_\_\_\_

ALT. 3:  
ITEM # K3: \$ \_\_\_\_\_

ALT. 4:  
ITEM # K4: \$ \_\_\_\_\_

ALT. 5:  
ITEM # K6: \$ \_\_\_\_\_

ALT. 6:  
ITEM # K8: \$ \_\_\_\_\_

ALT. 7:  
ITEM # K9: \$ \_\_\_\_\_

ALT. 8:  
ITEM # K10: \$ \_\_\_\_\_

ALT. 9:  
ITEM # K11: \$ \_\_\_\_\_

ALT. 10:  
ITEM # K12: \$ \_\_\_\_\_



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**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. 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.
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. Contractor is required to price all alternates as well as provide a base bid price.
8. Include all applicable taxes in proposal. Henderson County is not tax exempt.

### **ACCEPTANCE OF WORK**

1. All work that is required 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>

### **Terms & Conditions:**

Any proposal submitted to Henderson County shall be deemed to include all the Terms and Conditions shown in the document found online at

[https://www.hendersoncountync.gov/sites/default/files/fileattachments/henderson\\_county/page/42611/terms\\_conditions.15.23\\_0.pdf](https://www.hendersoncountync.gov/sites/default/files/fileattachments/henderson_county/page/42611/terms_conditions.15.23_0.pdf)

These Terms and Conditions, which refer to a “purchase order”, shall be deemed to be included in any contract entered into as a result of this Request for Proposals (“RFP”).

Any attempt by a proposed contracting party (the “Bidder”) under the RFP to exclude any of these Terms and Conditions shall cause any Proposal made in response to this RFP to be deemed to be non-responsive (unless Henderson County has notified the Bidder that the funding source for the goods or work sought under this RFP is not federal funds, in which case those provisions under number 15 of the Terms and Conditions (and all subparts thereunder) may be excluded from a Proposal.

Henderson County reserves the right to reject any and / or all bids. Qualified contractors interested in bidding on this project may contact **Brian Cotton @** [bcotton@hendersoncountync.gov](mailto:bcotton@hendersoncountync.gov) .