



Henderson County Finance

113 N. Main St

Hendersonville, North Carolina 28792

Memorandum To: Pre-Bid Attendees

From: Doug Guffey
Lead Purchasing Agent

Jason Moody, PE
RN&M Engineers

Subject: Addendum 1: ITB Animal Shelter HVAC Replacement

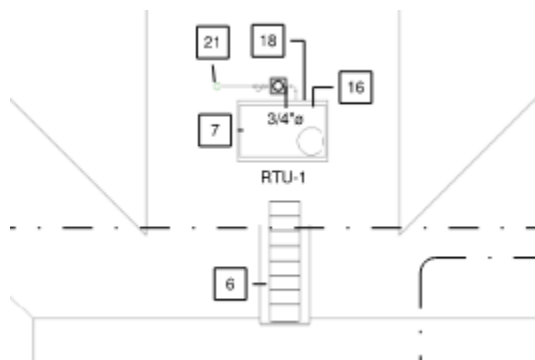
Date: March 21, 2025

This addendum forms a part of and modifies the bidding requirements, contract forms, contract conditions, and/or the specifications for the ITB: Animal Shelter HVAC 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.

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

1. The bid form/bid proposal form is attached at the end of this addendum and is on page 2 and 3 of the bid packet.
2. Contractors shall provide the payment/performance bond as stated in the contract documents.
3. Carrier is acceptable as an approved equal. Contractor is responsible for any changes to the contract documents initiated by this substitution.
4. In lieu of factory mounted disconnects, contractor can provide field mounted disconnects. Disconnects shall be installed per the manufacturer's installation instructions and the North Carolina Electric Code.
5. Existing gas piping is 1" black pipe. Press fit is acceptable but must be pressure tested prior to use.
6. Non-programmable thermostats are to be provided in lieu of the programmable thermostats in the schedule.
7. Maximum allowable flex ductwork is 6 feet unless pulled straight and supported during the entire length of the run. No sags will be allowed.
8. Charges associated with any upsizing of the gas meter will be by the county.
9. Standard pipe boots are acceptable for piping and conduit.

10. RTU-6 structural enhancements are to be as shown for RTU-5 in the structural letter.
11. HVAC components do not require seismic bracing; however, natural gas piping does require seismic bracing. The seismic design category is C and the piping has a component importance factor of 1.5.
12. All air handling units are less than 65Mbh and therefore do not require economizers per 2018 NECC section C403.3.
13. Duct pressure testing is not required. All ductwork is to be installed and sealed per the SMACNA Duct Construction Standards.
14. The existing duct smoke detectors in the return of the existing air handling units to be re-installed into the new return ductwork in the attic. Extend fire alarm control wiring as required. Relocate one duct detector to RTU-1 and provide one new duct detector for RTU-6. Connect the new detector to the existing fire alarm control panel. All RTU's to shut down upon the duct detector sensing smoke in the return.
15. Contractor to provide a test and balance report upon the completion of the project. Report to include the outdoor air amounts, unit traverses and supply and return grille measurements on all new units.
16. Contractors to coordinate with owner on the work schedule.
17. The contractor is responsible for all safety requirements of working on an elevated surface during construction. Tie off points will not be installed at the beginning of construction.
18. The roof was replaced by Allcon out of Greenville in 2021 with a Carlisle total roof system warranty that started in 2/2022 for 20 years.
19. Roof walking platforms and steps to include one sided handrail.
20. In lieu of roof walks, contractors can choose to include roof hatches in each attic space that are compatible with the roofing system. Roof hatches to include ladder from the attic to the roof. Contractor to provide permanent anchor point adjacent to roof hatch for harness system. Roof steps are still required at the location shown below:



Signature: _____

Date: _____

BID PROPOSAL FORM

GENERAL

Pursuant to the General Statutes of North Carolina **informal bids**, subject to the conditions and specifications herein, are invited for the Animal Shelter HVAC Replacement. Bids may be submitted via email to hcpurchasing@hendersoncountync.gov or via mail to the Henderson County Finance Department, 113 N Main St, Hendersonville N.C. 28792. Bids will be due on March 27, 2025 by 3:00 PM EST.

PRICING

The bidder has carefully examined the annexed form of specifications and instructions to bidders and hereby declares that they will furnish the construction services called for in the manner prescribed in the specifications and instructions to bidders for the following price:

Base Bid

The base bid and alternate prices shall be **inclusive** of all applicable fees, permits, and taxes.

OFFER AND ACCEPTANCE

Henderson County seeks offers for the construction services described in this solicitation. The County's acceptance of any offer must be demonstrated by execution of the acceptance found below. Acceptance shall create a contract having an order of precedence as follows: In cases of conflict between documents comprising the contract, the order of precedence shall be (1) special terms and conditions specific to this ITB/RFQ, (2) specifications and requirements under the Instruction to Bidders, (3) Henderson County Terms and Conditions of this ITB/RFQ, and (4) the agreed portions of the awarded Vendor's offer. **No contract shall be binding on the County until an encumbrance of funds and preaudit has been made for payment of the sums due under the contract.**

EXECUTION

In compliance with this Invitation for Bid / Request for Quote, and subject to all the conditions herein, the undersigned offers and agrees to furnish any or all services or goods upon which prices are offered, at the price(s) offered herein, within the time specified herein. By executing this offer, I certify that this offer is submitted competitively and without collusion.

Failure to execute/sign offer prior to submittal shall render offer invalid. Late offers are not acceptable.

OFFEROR:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY, STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO
PRINT NAME & TITLE OF PERSON SIGNING:		FAX NUMBER:
AUTHORIZED SIGNATURE:	DATE:	E-MAIL:

Offer valid for ninety (90), days from date of offer opening unless otherwise stated here: _____ days.

ACCEPTANCE OF OFFER

If any or all parts of this ITB/RFQ are accepted, an authorized representative of Henderson County shall affix their signature hereto. A copy of this acceptance will be forwarded to the successful vendor(s).

FOR COUNTY USE ONLY

Offer accepted and contract awarded pursuant to Purchase or Contract Order number _____ this _____ day of _____, 20____, as indicated on attached certification,

by _____ (Authorized representative of Henderson County).

This instrument has been preaudited in the manner required by the Local Government Budget & Fiscal Control Act. N.C.G.S. 159-28(a).

Henderson County Finance Director