

Addendum 1

TO: **All Bidders**

FROM: Little Diversified Architectural Consulting, Inc.
615 South College Street
Suite 1600
Charlotte, North Carolina 28202

TODAY'S DATE: **December 4, 2024**

PROJECT(S): **Gaston County Schools
2025 Cafeteria Cooler Freezer Replacement Projects**

Hunter Huss High School, 1518 Edgefield Avenue, Gastonia, NC 28052
Sherwood Elementary School, 1744 Dixon Road, Gastonia, NC 28054
W C Friday Middle School, 1221 Ratchford Drive, Dallas, NC 28034
Catawba Heights Elementary School, 101 Ivey Street, Belmont, NC 28012
Mount Holly Middle School, 124 South Hawthorne Street, Mount Holly, NC 28120

PROJECT NO: Little Job Number: **112-20907-00**

ADDENDUM NO: **1**

Addendum No. 1:

The attention of the contractor(s) is called to the following clarifications, additions and changes in plans and specifications regarding the project referenced above. It shall be the responsibility of the contractor(s) to include these clarifications, additions and changes to the Procurement Documents dated **November 8, 2024**.

Addendum: Clarification Items

Drawings:

No changes

Project Manual:

None

Bid Forms:

Bid forms for all five (5) projects have been updated to reflect the updates made to the Allowances and Alternates described by this Addendum. All five (5) Bid forms are now dated December 4, 2024 which are the forms that should be used for Bid submissions.

Mandatory Pre-Bid Walk Through Meeting:

The mandatory pre-bid walk through occurred on Wednesday November 20, 2024.

1. Meeting minutes dated November 20, 2024, are attached as part of this Addendum 1
2. Meeting attendance sign-in list dated November 20, 2024, is attached as part of this Addendum 1

Allowances:

Please include as part of your Base Bid the following Allowances:

1. Building Permit Allowance - \$5,000 per each project
2. Fire Alarm Work Allowance - \$3,500 per each project
3. Specific to the Catawba Heights Elementary School project there are a few design related items still to be resolved that will take longer than the duration of this Bid event to finalize. These items include confirming the status / relocation of several low voltage devices and an existing radiator unit. There is also discussion with the owner that the size of the building addition may need to be enlarged to accommodate the cafeteria staff desk area and to allow for increased maneuvering space for deliveries. The request is for Bidders to Bid the project per the current published plans and include as part of the Base Bid a \$50,000 Design Contingency Allowance that will be used to fund changes made to the plans / scope of work to address these items once they have been better defined by the owner and design team.

Questions from Bidders:

General Questions All Projects

1. It was mentioned from GCS that funding nor contracts could be issued until sometime in May for these projects. To meet the deadlines and get these projects completed over the summer the selected GC will need to start shops, submittals, contracts and POs with subs and suppliers sometime around the first of March at the latest. GCS stated that NTP nor contract would be issued until funds are available and the GC would be completely at risk for expenses prior to contracts. Before we send these invitations out, we would like to know if either of these 2 options below are possible. (One of the major components is cooler / freezer equipment dealers require a deposit upfront before we get shop drawings, plus any of the other vendors will not start procuring materials without the GC issuing subcontracts or PO's).

Response: Gaston County Schools is committed to completing work on these priority projects during the Summer of 2025 as stated in the Advertisement to Bid. The Bid opening date will remain as December 13, 2024, 9:00 AM as advertised. To help expedite approval for these projects, Gaston County Schools is taking steps to have the school board approve this work at the December 16, 2024, board meeting. Shortly following the board meeting, the awarded Bidder(s) for each project can be notified. Once notified of an award we will then begin to coordinate

with the selected Contractor(s) regarding necessary contracts, release dates, and early procurement requirements that will enable the projects to be completed in the summer as planned. All Bids shall assume that work at the jobsite will not be able to commence until May 22, 2025, and the projects must be ready for end user use and occupancy by August 11, 2025. To make this happen we understand that long lead materials including the cooler units themselves will need to be ordered well in advance of May 2025, and we will work collaboratively with the selected Contractor(s) to ensure that required dates are met.

2. Could GCS issue contracts / PO for projects by March 1st and GC is responsible for financing the project until May when funds are available, then we could bill as soon as the funds were available for costs spent to date?

Response: The need for GC financing should not be necessary and should not be assumed as part of the Base Bid. Following the award in late December / early January, we will work collaboratively with the selected Contractor(s) to ensure that required dates are met so that the projects can be achieved this coming summer as planned.

3. Can GCS move the date of funding / contracts up to March 1st so we can start the procurement process by this date at the latest?

Response: Following the award in late December / early January, we will work collaboratively with the selected Contractor(s) to ensure that required dates are met so that the projects can be completed this coming summer as planned.

4. We would like to ask for the bid date to be extended to a minimum of 2 weeks after the question above can be answered, so we can have time to send out and solicit pricing. We are not sending out if we are not sure this project can be procured by GCS before May.

Response: The Bid opening date is December 13, 2024, 9:00 AM.

5. Please confirm GC is not to include the costs of Permits in our bid.

Response: Please include a \$5,000 building permit allowance for each project. Note: This may be an update from what was verbally discussed at the pre-bid meeting.

6. Does the Gaston County Schools have an update/clarification on when funding for this project will be ready? We would not go to contract without funding in place and are hesitant to expend the energy on bidding before this is cleared up.

Response: Refer to question 1 above.

Hunter Huss High School

1. The drawings show plywood as substrate under the freezers and per last time this was changed to steel. Please verify this will be steel and provide thickness required.

Response: Referencing detail 1A/S101, we do need to use a non-combustible material for new floor decking in lieu of fire-retardant treated plywood as shown. As an alternative to steel plate which could be very heavy and difficult to procure and install, please assume this new floor decking as 3/4" thick USG Structo-Crete decking panels, or equivalent. The floor area to receive this treatment is the +/-10'-0" x +/-7'-6" area shown in 1C/S101.

2. There is a fire alarm circuit that runs along the shroud of the existing cooler/freezer that is not shown in the drawings. Will the GC be responsible for relocating this circuit? If so, can the school provide us with the current FA vendor or preferred vendor?

Response: Yes, if the conduit is in the way of the proposed project work, it will need to be relocated to avoid conflict. As mentioned above we are now requesting that a \$3,500 fire alarm allowance be included for each of the 5 projects to address possible miscellaneous fire alarm work that may be encountered on each project. The preferred vendor to perform Fire Alarm work is Costal Security, and in the case of Hunter Huss High School, it is an Edwards system.

3. I know there were a few things on the drawings that we discussed such as the chain-link fence at hunter huss being deleted, and just wondering if that's still on the table.

Response: No revision to the drawing is needed for this item. In the case of Hunter Huss, there is no new fencing shown around the perimeter of the outdoor compressor rack shelter. This is because the new shelter is already contained within an existing fenced in area. However, we do need new fencing as shown per plans for the Sherwood and Mount Holly projects.

4. Can you please provide the details and specifications for the ceramic wall tile?

Response: Our intent will be to match the existing wall tile in the kitchen as closely as possible. We would like to coordinate with the tile subcontractor after the project is awarded to find the best possible match. For now, please include a material allowance of \$7 / SF for ceramic wall tile.

5. Can you please provide the details and specifications for the floor tile?

Response: Hunter Huss has a quarry tile kitchen floor that may require localized spot repairs in the areas immediately adjacent to the new coolers and sink areas. We would like to coordinate with the tile subcontractor after the project is awarded to find the best possible match. For now, please include a material allowance of \$7 / SF for new quarry tile.

6. Can you please provide the details and specifications for the gyp board ceiling?

Response: Hopefully the need to perform work above the existing ceilings will be minimal. However, if there is a need to open up the ceilings to perform any work please note that the existing ceilings are a suspended plaster system with 4 inches of mineral wool insulation located immediately above which is the building envelope insulation. The existing assembly is also part of the 1-hr fire rated roof

assembly. Small holes can likely be patched back with plaster and/or drywall compound. Larger openings will need to be patched back with either plaster to match existing or a suspended drywall assembly with one layer of 5/8" Type X drywall and must maintain the continuous 4" mineral wool insulation layer above.

7. Can you please confirm that special inspections, third party testing and building permits are by the owner

Response: Special inspections will be required for the Hunter Huss, Sherwood, Catawba Heights, and Mount Holly projects. Refer to the Statement of Special Inspections included as part of the Structural Drawings for each project. Each of these four (4) projects involves concrete, steel, etc. that create a trigger for Special Inspections in a school building which is a risk category III use. As such the Owner will engage separately a consulting firm who will provide special inspections along with any third-party testing required for these projects including soil bearing and soil compaction testing. The Contractor will be required to coordinate these inspections with the Special Inspections firm. The W C Friday project does not require any Special Inspections, nor is third party testing anticipated. Please include a \$5,000 building permit allowance for each project. Note: This may be an update from what was verbally discussed at the pre-bid meeting.

Sherwood Elementary School

1. There is a section 6/A111 that shows and exterior wall detail WS02. There does not appear to be any new exterior walls on this project. Can you please let us know where this detail applies?

Response: The section detail 6/A111 can be omitted as we agree it's not applicable to the scope. The existing exterior wall is CMU with brick veneer. There will be some miscellaneous CMU and/or brick patching / repair needed in the area where the new exterior wall opening is created along with new associated lintels installed. Also on the exterior, near the top of wall there is a white colored panel described on our drawings as an enameled faced fascia panel. Our intent is to be able to selectively remove and/or cut in place these panels to be able to install the new canopy work and complete a new flashing detail at the top of the canopy per detail 2/A521. If it is determined later in the project that new white replacement panels are necessary, we can look at funding that from the Owner's contingency. Also, for the wall area immediately below the new canopy our intent is to leave that area as exposed brick veneer. According to our available as-builts of the existing building there is supposed to be existing brick veneer hidden behind the enameled faced fascia panels in this area. However, we don't know for sure if those bricks are there and/or what type of condition they may be in. So there is a possibility that we may need to re-brick the exterior wall at the area above the new lintels and below the canopy. Thus the request to add this brick work as an add alternate.

2. The bid form for Sherwood states there are no alternates for this project, however the plans indicate alternates for the floor tile and brick veneer. Can these alternates be clarified on the bid forms to which goes to which number for bid clarity?

Response: These alternates have been added to the bid form for Sherwood.

Base Scope: -Clean face of existing to remain brick veneer at area underneath the new canopy.
-Provide new floor tile in new dry food storage room (\$7 / SF material cost)

Alternates: -Add to provide new brick veneer at area underneath the canopy.
-Deduct to keep and clean existing to remain floor tile in new dry food storage room

3. The drawings indicate to install new quarry tile at the cooler / freezer area; however, the existing tile is mosaic tile. We will try to find a match as close as possible, but to keep bids equal can you provide a material allowance to use for this tile? (I would recommend \$7 SF at minimum)

Response: For Sherwood we agree that quarry tile is not correct and the existing kitchen flooring is more of a mosaic / ceramic type tile. The Base Scope shall include new tile flooring throughout the new dry food storage room along with minor repairs just outside the room associated with the new walls. We would like to coordinate with the tile subcontractor after the project is awarded to find the best possible match. For now, please include a material allowance of \$7 / SF for new ceramic tile in this area.

4. Section 2/A211 and 1/A521 show alternate for brick veneer above the new cooler. I am not sure what this alternate is asking for. We will need to remove and replace a good portion of this brick to install the new steel supports anyway.

Response: Refer to Sherwood questions 1 and 2 above.

5. It was mentioned on site that the sewer line from the manhole to the building may be replaced but the drawings indicate to remain and protect. Please clarify if we are to include replacing or leaving?

Response: The sewer line connecting from the manhole to the building interior can be existing to remain and protected in place. However, we do want for the Contractor to include as part of Base Bid doing a camera investigation of this portion of pipe and advising the Owner and Architect of any discovered concerns. If it is determined later that this pipe needs to be replaced it can be funded from the Owner's contingency.

6. Can you please confirm that special inspections third party testing and building permits are by the owner

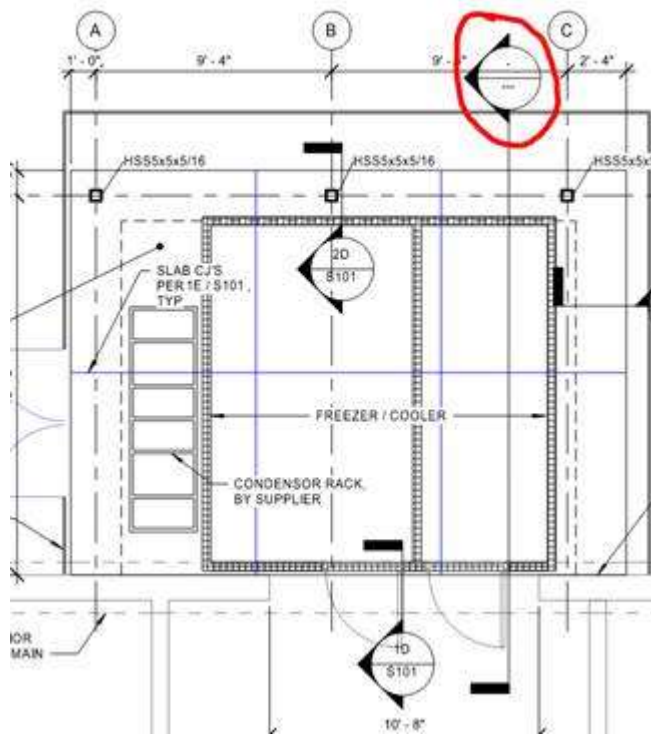
Response: Special inspections will be required for the Hunter Huss, Sherwood, Catawba Heights, and Mount Holly projects. Refer to the Statement of Special Inspections included as part of the Structural Drawings for each project. Each of these four (4) projects involves concrete, steel, etc. that create a trigger for Special Inspections in a school building which is a risk category III use. As such the Owner

will engage separately a consulting firm who will provide special inspections along with any third-party testing required for these projects including soil bearing and soil compaction testing. The Contractor will be required to coordinate these inspections with the Special Inspections firm. The W C Friday project does not require any Special Inspections, nor is third party testing anticipated. Please include a \$5,000 building permit allowance for each project. Note: This may be an update from what was verbally discussed at the pre-bid meeting.

7. Is there a Geotech report available on this project? If yes, can you please provide that to us

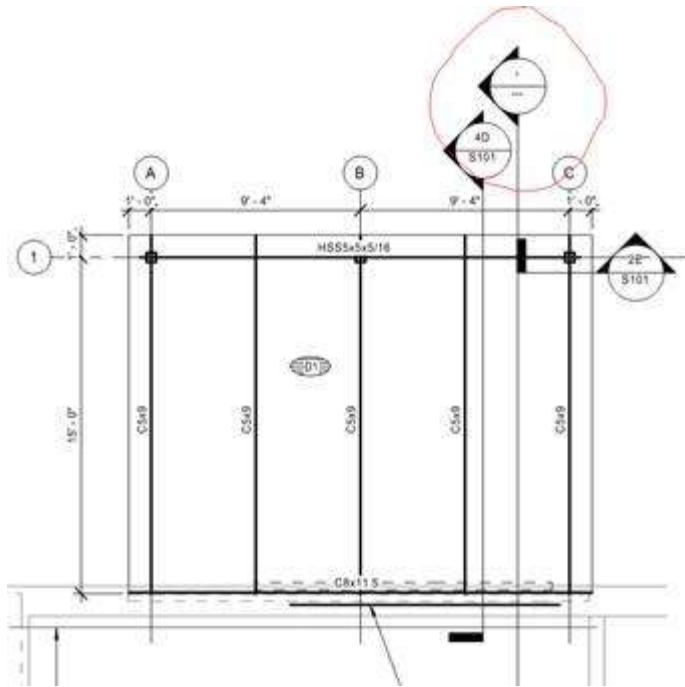
Response: Due to the limited size and loads a geotechnical investigation was not conducted for this project and the structural drawings include an assumed soil bearing pressure of 2,000 PSF. This soil bearing pressure will be confirmed during the project via the Special Inspections process.

8. 1A/S101 -Partial foundation plan is missing details ,see attached below. Is this a typo?



Response: This section cut can be regarded as a typo for now, however, section details for this area are provided for both the foundation and roof framing plans via details 1E, 2E, 1D, 2D, and 4D on sheet S101.

9. 3A/S101 -Partial roof framing plan is missing details, see attached below. Is this a typo?



Response: This section cut can be regarded as a typo for now, however, section details for this area are provided for both the foundation and roof framing plans via details 1E, 2E, 1D, 2D, and 4D on sheet S101.

10. As per the bid form for the Sherwood Elementary School it is said that currently this project does not have any defined alternates; but as per sheet A111 there has been a mention for an alternate for reuse of existing flooring in new dry storage room to be evaluated after cooler removal. Can you please clarify this? Will this alternate be added to the bid form?

Response: Refer to Sherwood question 2.

11. Can you please provide details and specifications for the FRP covering needed at the dry food storage?

Response: The FRP material will be Acrovyn or an approved equal. We will use a manufacturer standard color. Floor to ceiling and wall to wall installation on both sides of the new drywall partition. Include manufacturer standard trims, base, and outside corner.

12. As per General Notes, note 7: the existing compressors are in a small nearby storage room but will be removed from there. the new compressors shall be located on the ground immediately beside the new coolers, likely sharing the same concrete pad as the new coolers. on the concrete pad the compressors shall be located up on an elevated stand inside a protective enclosure area.

Response: Confirmed

13. Are the existing compressors to be taken out by the owner? If not, Can you please confirm the location of the existing compressors and provide pictures of the same if available?

Response: The existing compressors are in a small room very close to the loading dock area. Below is a photo of the room with the two (2) existing compressors. We would like the Base Bid to include the removal and disposal of the existing units and associated refrigerant piping. The elevated steel platform they sit on can remain.



Existing compressors at Sherwood Elementary to be removed as Base Bid scope.

14. Sheet A211 has many missing cross reference details. For example:



Can you

Response: Empty detail tags on sheet A211 are all in reference to the header / parapet detail at the top of the new canopy area. This detail is included as detail 2/A521.

15. 2/A211 mentions an add alternate to replace brick veneer, will the same be added to the bid form? Can you confirm what the existing brick is?

Response: Refer to Sherwood questions 1 and 2. This has been added to the Bid Form. We don't have a spec on the existing brick, but our intent is to match existing as close as possible.

W C Friday Middle School

1. Can you please confirm that special inspections third party testing and building permits are by the owner.

Response: The W C Friday project does not require any Special Inspections, nor is third party testing anticipated. Please include a \$5,000 building permit allowance for each project. Note: This may be an update from what was verbally discussed at the pre-bid meeting.

2. Is it possible to revisit this site?

**Response: Yes. To revisit this site please make arrangements with Wes Morton from Gaston County Schools Facility Services.
wnmorton@gaston.k12.nc.us
Office - 704-866-6145**

Catawba Heights Elementary School

1. The civil drawings show installing silt sack and tying in new roof leaders to an existing storm structure. At this location there is not a storm structure but a 6" floor drain. Can you confirm we're to tie into this assumed 6" floor drain pipe or are we to install a new yard inlet?

Response: Due to holiday schedules I've not yet had a chance to confirm this item with the civil engineer. Please proceed to base your Base Bid based on the plans as drawn, and we will continue to research this item. Any necessary revisions resulting in additional cost can be funded from the Owner's contingency during the project.

2. On the exterior wall to be removed for the entry vestibule there are several low voltage items not indicated on the plans, including fire alarm, security panel, tele/data, call intercom, and unknow device. Will the GC be responsible to relocate these items or will GCS? If we are, where will these be relocated to and can GCS provide any vendors we need to use for these systems?

Response: As mentioned in the Allowances section above, we are now establishing an additional design contingency allowance for this project which will be used to fund the relocation of these items during the project. We have also set up a new Fire Alarm allowance per each project to address the fire alarm scope separately. Any additional subcontractors required to address undocumented low voltage items can be on boarded during the project and funded from one of the agreed upon Allowance and/or Contingency buckets.

3. It was discussed on site that the existing door to the coolers would not be removed and to remain. QF1.1 shows the new freezer door utilizing this location, however QF7.1 does not. Please advise if the freezer will be accessed through this existing opening and the freezer will have 2 doors, or will the freezer have 1 door per the architectural layout?

Response: The Base Bid shall include two (2) new doors entering the freezer compartment per QF1.1. Three (3) new cooler doors shall be provided in total if you count the refrigerator door. One of the freezer doors will utilize the existing masonry wall opening that currently opens into the dry food storage room.

4. If this door is to stay at this location, there is a concrete ramp that will need to be removed and the floor repaired.

Response: Yes, please include the small ramp removal and misc. patching of existing finishes in the vicinity of the existing door opening.

5. Can you please confirm that special inspections ,third party testing and building permits are by the owner

Response: Special inspections will be required for the Hunter Huss, Sherwood, Catawba Heights, and Mount Holly projects. Refer to the Statement of Special Inspections included as part of the Structural Drawings for each project. Each of these four (4) projects involves concrete, steel, etc. that create a trigger for Special Inspections in a school building which is a risk category III use. As such the Owner will engage separately a consulting firm who will provide special inspections along with any third-party testing required for these projects including soil bearing and soil compaction testing. The Contractor will be required to coordinate these inspections with the Special Inspections firm. The W C Friday project does not require any Special Inspections, nor is third party testing anticipated. Please include a \$5,000 building permit allowance for each project. Note: This may be an update from what was verbally discussed at the pre-bid meeting.

6. Is there a Geotech report available on this project? If yes, can you please provide that to us

Response: Due to the limited size and loads a geotechnical investigation was not conducted for this project and the structural drawings include an assumed soil bearing pressure of 2,000 PSF. This soil bearing pressure will be confirmed during the project via the Special Inspections process.

7. Can you please provide details and specifications of the bollards needed on this project?

Response: Please provide the six (6) new bollards as 6" dia. tube steel, concrete filled, height 48" AFF, painted caution yellow in color.

8. Can you please provide the details and specifications of the brick and block needed on this project? If we are matching the existing brick and block, can you please provide the details so that we can match that?

Response: The block can be assumed as standard 8x8x16 CMU. We would like to coordinate with the masonry subcontractor after the project is awarded to find the best possible match to the existing brick veneer from a standard line of available options. For now, please include a material allowance of \$6 / SF for exterior bricks.

9. Can you provide us with details of door 199 at the entry vestibule?

Response: We believe this question is regarding door 100 which can also be seen in elevations 2 and 4 on sheet A211. Please include this door as a new 4'-0" x 7'-0" hollow metal door and frame. With a narrow window lite window glass per elevations. Painted. Hardware to be a heavy duty exit device with lockable exterior trim. Door closer, door stop, heavy duty hinges, 12" kick plate at push side, weather seals, threshold. US32D finished.

10. Can you provide us with details and specifications of the new gypsum wall board fascia and soffit needed as per 6/A211?

Response: The note per 6/A211 referencing a new GWB fascia and soffit in this area can be omitted. I'm not aware of a GWB soffit being required in this area. But what is needed is that immediately above the exposed to view footprint of the cooler unit we want a stainless steel finished closure panel to be provided above the cooler to fill the gap between the top of cooler and the ceiling above. This closure panel is detailed on sheet QF7.2. These closure panels at the top of the coolers to trim up to the ceiling above will be required for the Hunter Huss, W C Friday, and Catawba Heights projects.

Mount Holly Middle School

1. Can you please confirm that special inspections, third party testing and building permits are by the owner.

Response: Special inspections will be required for the Hunter Huss, Sherwood, Catawba Heights, and Mount Holly projects. Refer to the Statement of Special Inspections included as part of the Structural Drawings for each project. Each of these four (4) projects involves concrete, steel, etc. that create a trigger for Special Inspections in a school building which is a risk category III use. As such the Owner will engage separately a consulting firm who will provide special inspections along with any third-party testing required for these projects including soil bearing and soil compaction testing. The Contractor will be required to coordinate these inspections with the Special Inspections firm. The W C Friday project does not require any Special Inspections, nor is third party testing anticipated. Please include a \$5,000 building permit allowance for each project. Note: This may be an update from what was verbally discussed at the pre-bid meeting.

2. Is there a Geotech report available on this project? If yes, can you please provide that to us.

Response: Due to the limited size and loads a geotechnical investigation was not conducted for this project and the structural drawings include an assumed soil bearing pressure of 2,000 PSF. This soil bearing pressure will be confirmed during the project via the Special Inspections process.

3. Can you please provide the details and specifications of the brick and block needed on this project? If we are matching the existing brick, can you please provide the details so that we can match that?

Response: The block can be assumed as standard 8x8x16 CMU. We would like to coordinate with the masonry subcontractor after the project is awarded to find the best possible match to the existing brick veneer from a standard line of available options. For now, please include a material allowance of \$6 / SF for exterior bricks.

4. Can you please provide the details and specifications for the ceramic wall tile?

Response: We would like to coordinate with the tile subcontractor after the project is awarded to find the best possible match to the existing. For now, please include a material allowance of \$7 / SF for ceramic tile.

END OF ADDENDUM 1

Pre-Bid Meeting Minutes

Project Name:	Project Chill	Location:	On-Site per Mtg Agenda
Project No:	112-20907-00	Date:	11/20/2024
Issue Date:	12-04-2024	Time:	8:00am - 3:00pm
Author:	Michael Spencer, AIA		

Mandatory Pre-Bid Walkthrough – 11/20/2024

Attendees:

The meeting was attended by representatives from four (4) general construction companies (Pinnix, Liles, Hostetter, and Randolph). Also in attendance were representatives from the design team (Little Diversified Architectural Consulting, Inc.), as well as representatives from Gaston County Schools. A copy of the sign-in sheet is attached to these minutes for reference.

Meeting Notes:

- Wes Morton, Project Manager, Gaston County Schools opened the meeting by greeting everyone and thanking them for their interest in the project.
- Mark Schultz, Gaston County Schools shared a few comments regarding the insurance and HUB requirements for the project(s). The required insurance levels and HUB forms were included as part of the original Bid package and are attached to the back side of these meeting minutes for reference. The completed HUB form shall be attached to each submitted Bid Form.
- Michael Spencer, Senior Project Manager Little Diversified Architectural Consulting then provided an explanation of the project overview as well as a reminder about key dates and deadlines as listed in the Advertisement for Bid.
- Contractors may submit questions in writing to Little. Responses to questions will be e-mailed to all registered Bidders.
- Little will be submitting all 5 projects for zoning and building permits. It is anticipated that all permits will be available by March 1, 2025, at the latest.
- Some projects may be able to be expedited with work beginning in the field prior to May 22, 2025 for any projects, provided that there are no disruptions to ongoing school and cafeteria operations until the summer session begins on May 22, 2025.
- All permit plan review and zoning fees will be paid directly by Gaston County Schools and may be excluded from the Base Bid, however, we are now asking as part of Addendum 1 for each Contractor to include a \$5,000 allowance for each project as part of the Base Bid to cover costs associated with building permits.
- Discussion regarding construction start and end dates and calculating project time.

- The contract will include a Liquidated Damages provision in the amount of \$500 for every calendar day that the substantial completion of the project is delayed beyond the agreed upon schedule. Please note that substantial completion includes having a Temporary Certificate of Occupancy from the local AHJ allowing the Owner to begin occupying the project space for its intended use.
- Construction activities on-site shall generally occur during the hours of 6:30am – 4:30pm M-F. Construction activities occurring outside of these times must be coordinated ahead of time with the designated Gaston County Schools Facility Services representative.
- The Contractor will be allocated up to ten (10) parking spaces in the parking lot area. Any additional parking must be off-site and not a nuisance to the surrounding neighborhood.
- Contractors may not enter the school building beyond the cafeteria areas at any time unless escorted by a Gaston County Schools Facility Services representative.
- The following construction activities must be coordinated with Gaston County Schools Facility Services staff ahead of time and must occur at times when classes are not in session:
 - Weekend, night, or holiday work
 - Work located inside the school beyond the cafeteria area (not anticipated)
 - Work occurring in the schools main MEP plant
 - Work involving temporary utility shutdowns / tie ins
 - Work involving loud sounds that could disrupt student instruction
- Contractor shall not block or in any way impeded bus traffic and/or other daily school operations. Any type of dumpster, material lay-down, and/or porto-potty shall be accommodated with the allocated parking spaces. The Contractor will be responsible to secure these spaces if needed, with fencing, etc. if desired.
- Contractors will not be allowed to utilize school restrooms. If restrooms are needed, please include porto-potty costs as part of your bid.
- Contractors shall not fraternize with any student or staff.
- It was noted that the typical school arrival time is 8:00 - 8:30 and dismissal time is 3:30pm on school days.
- If the Contractor wishes to set up a jobsite office it will need to be located with the project site area.
- Contractor will not be allowed to utilize the schools WIFI / Internet access.
- Little has also submitted the project to the North Carolina Department of Public Instruction (DPI) for review. It is anticipated that DPI review should be complete by early February 2024.
- Gaston County Schools indicated that there are no required / preferred vendors / suppliers / sub-contractors required for the project work. The Bid Form includes a spot for Bidders to indicate the model and manufacturer proposed for the new cooler units.
- Following the general discussion noted above, the meeting then proceeded with tours of the five project areas / sites. Approximately 30-60 minutes was spent touring each of the 5 project sites.

END OF MEETING MINUTES

Insurance Requirements

Insurance. The Service Provider certifies that it currently has and agrees to purchase and maintain during its performance under this contract the following insurance from one or more insurance companies acceptable to GCS and authorized to do business in the State of North Carolina and with an AM Best rating of A:X or better. GCS shall be named as an additional insured on the Automobile and Commercial General Liability policies.

- Worker's Compensation and Employer's Liability Insurance – Worker's Compensation insurance with limits as required by statute with Employer's Liability limits of \$500,000 each accident, \$500,000 disease policy limit, \$500,000 disease each employee.
- Automobile Insurance - The Service Provider shall purchase and maintain Automobile Liability insurance providing coverage against losses resulting in bodily injury or property damage caused by or arising out of ownership, maintenance or operations of any motor vehicle, owned or non-owned used in the performance of this contract. A minimum limit of \$1,000,000 per occurrence is required.
- Commercial General Liability – The Service Provider shall purchase and maintain Commercial General Liability insurance providing coverage against losses resulting in bodily injury, personal injury and property damage caused by or arising out of the operations under this contract. Such insurance shall include coverage for premises operations, and products and completed operations. A minimum limit of \$1,000,000 per occurrence with a \$2,000,000 aggregate is required.
- Sexual Abuse, Molestation Coverage – Limits of \$1,000,000 for each occurrence.
- Environmental Impairment Liability and Pollution Liability – Limits of \$1,000,000 per occurrence.
- Umbrella Excess Liability – Contractor shall carry umbrella excess liability including auto, general liability, employer's liability, and professional liability in the amount of \$1,000,000 over existing primary insurance and over self-insured hazards.

Certificates of such insurance shall be furnished by the Service Provider to GCS, naming GCS as additional insured as required above, and shall contain the provision that GCS be given 30 days written notice of any intent to amend, cancel or non-renew by either the Service Provider or the insuring company. Failure to furnish insurance certificates or to maintain such insurance shall be a default under this contract and shall be grounds for immediate termination of this contract.

The Certificate of Insurance (COI) containing the above insurance requirements must be provided to GCS within 30 days of being awarded a contract. If the COI is not provided to GCS within 30 days, GCS may award the contract to the next lowest bidder.

Historically Underutilized Businesses: Pursuant to General Statute 143-48 and Executive Order # 150, the State invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

Uniform Guidance procurement policy compliance statement: "Contracts funded with federal grant or loan funds must be procured in a manner that conforms with all applicable Federal laws, policies, and standards, including those under the Uniform Guidance (2 C.F.R. Part 200)."

Minority, Women, Small Business Enterprise Information

Gaston County Schools Board of Education promotes full and equal access to business opportunities with Gaston County Schools (GCS). Minority-owned, women-owned, and small business enterprises (collectively "M/W/SBE") as well as other responsible vendors shall have a fair and reasonable opportunity to participate in GCS business opportunities. Prime suppliers (i.e., those who deal directly with GCS) should support Gaston County School's M/W/SBE Program by making an effort to engage minority, women, and/or small businesses as subcontractors for goods and services for GCS to the extent available. Prime supplier's spending with M/W/SBE subcontractors constitutes Second Tier supplier diversity spending by GCS and the results of Second Tier spending is tracked within our program. Each bidder or respondent to the solicitation shall submit with their bid the M/W/SBE Utilization Form. Failure to complete and submit the M/W/SBE Utilization Form may render bid or proposal response invalid.

MINORITY, WOMEN, SMALL BUSINESS ENTERPRISE (M/W/SBE)

Utilization Form

For: Purchases of Goods and Services

We, _____ do certify that on the

(Bidder)

_____.

(Bid Description)

_____ \$ _____.

(Bid Number)

(Dollar Amount of Bid)

This form must be completed regardless of the amount or lack of M/W/SBE participation attained.

I will expend a minimum of _____% of the total dollar amount of the contract with minority, women, or small business enterprises. M/W/SBEs will be employed as vendors, suppliers, or providers of professional services. Such work will be subcontracted to the following firms listed below.

Attach additional sheets if required

Name and Address	*M/W/SBE Category	Work Description	Dollar Value

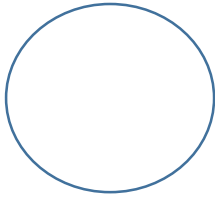
*M/W/SBE categories: Black, African American (B), Hispanic (H), Asian American (A), Native American Indian (N), Female (F), Small (S), or Socially and Economically Disadvantaged (D)

The undersigned will enter into a formal agreement with Minority/Women/Small Business Firms for work listed in this schedule conditional upon execution of a contract with the Gaston County Schools Board of Education.

Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____



Signature: _____

Title: _____

SEAL

State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____ 20____

Notary Public _____

My commission expires _____

FEDERAL UNIFORM GUIDANCE

Minority, Women, and Small Business Enterprise (MWSBE) Certification

Entities should indicate their MWSBE status when responding to this Competitive Quote

Check all that apply:

☐ Minority Owned Business

☐ Women Owned Business

☐ Small Business Enterprise

☐ Yes, I certify that my company has been certified by a bona fide certifying entity as a Historically Underutilized Business (HUB), including by way of example, and not limitation, such as the North Carolina Department of Administration, Carolinas Minority Supplier Development Council, National Minority Supplier Development Council and Women Business Enterprise Network Council. I have attached a copy of our certification to this form.

☐ No, my company has not yet received MWSBE certification.

☐ No, my company is not a minority, woman, or small business enterprise.

Company Name (Please Print)

Signature of Authorized Representative

Print Authorized Representative Name

Date