

**Rowan County
West End Plaza – Agricultural Center Renovations**

1935 Jake Alexander Boulevard W
Salisbury NC 28147

ADW Project Number: 19006

Pre-Bid Meeting Minutes

Meeting Date: December 8, 2022, 2:00 pm
Location: West End Plaza, north mall entry

A. Introduction of Team Members and Roles

1. Owner's Representatives
 - a. Jody Farrow-Bennett Purchasing Director
 - b. Don Bringle Facilities Management Director
 - c. Craig Powers Engineering and Environmental Services Director

2. Architect: ADW Architects
 - a. Phillip Steele Managing Principal
 - b. Jonathan C. Koricke, R.A. Project Manager

B. Review of HUB Goals

1. The County's minimum requirements are outlined in the specifications, at the website (<http://www.nc-sco.com/default.aspx>) and in the MWBE guidelines included in the Project Manual.
2. Bidders are reminded that they must submit Affidavit A or Affidavit B with their Bid.
3. The lowest responsible bidder will provide Affidavit C or Affidavit D. Documentation of Good Faith Effort will be thoroughly reviewed. Affidavits A-D are in Spec Section 00 01 14 MWBE Requirements.

C. Owner Preferred Alternates

In accordance with GS133-3 the following items have been identified as alternates for this project:

- Alternate No. 1: Exterior alterations, new entries and canopies at original Belk Building. See drawings for noted Alternate 1 items.
- Alternate No. 1A: Removal and replacement of the monolithic sidewalk plan-north and plan-northwest of the original Belk Building. See drawings for noted Alternate 1A items.
- Alternate No. 2: Parking lot and site alterations around the original Belk Building. Outdoor pavilion/classroom, landscaping, green space. See drawings for noted Alternate 2 items.
- Alternate No. 3: Exterior and parking lot alterations between the original Belk Building and the anchor store box (former JCPenney) on the mall north side. See drawings for noted Alternate 3 items.
- Alternate No. 4: Interior mall concourse renovations on west side of mall. See drawings for noted Alternate 4 items.
- Alternate No. 5: Electric Vehicle charging stations – infrastructure only for 3 stations. Price to include infrastructure only and not the actual units.

- Alternate No. 6: Provide/install 4 portable stages in the Meeting Area.
- Alternate No. 7: Add 2 USDA departments – Natural Resources Conservation Service (NRCS) and Farm Service Agency (FSA). See drawings for noted Alternate 7 items.
- Alternate No. 8: Waiting Area (146) – single display and associated equipment.
- Alternate No. 9: Concourse – three (3) displays and associated equipment.
- Alternate No. 10: Main Lobby (201) – seven (7) displays and the 3x3 video wall system and associated equipment.
- Alternate No. 11: Side Lobby (202) – displays and associated equipment.
- Alternate No. 12: Corridor (204) – two (2) displays and associated equipment.
- Alternate No. 13: Corridor (219) – single display and associated equipment.
- Alternate No. 14: Performance loudspeaker system as indicated on the AVL System drawings.
- Alternate No. 15: Demonstration garden to the south of the original Belk Building. See drawings for noted Alternate 15 items.
- Alternate No. 16: Building and systems demolition at the north side of the Belk's shell Building. See Sheet AD-105.

D. Review of Bid Documents

1. General overview of scope:

Located in the West End Plaza mall, the project will renovate a portion of the original Belk's Building on the west end of the mall, plus a portion of former tenant spaces on the south side of the mall concourse. The Belk's portion will be converted to a large meeting room for 1,000 people with associated conference rooms, and support spaces such as toilet rooms, storage, service, mechanical, and kitchen spaces. The tenant spaces will be converted to agricultural offices. In addition, there are several Alternates that mainly relate to exterior and site improvements.

2. Review of Contract Documents

- a. Construction Time/Schedule - The Contractor shall commence work to be performed under this agreement on a date to be specified in a written order from the designer and shall fully complete all work (base bid + selected alternates) within **425** consecutive calendar days from, and including, said date. For each day in excess of the above number of days, the Contractor shall pay to the Owner the sum of \$500.00 as liquidated damages reasonably estimated in advance to cover the losses to be incurred by the Owner by reason of failure of said Contractor to complete the work within the time specified, such time being in the essence of this contract and a material consideration thereof. There is a list of weather days in Spec Section 00 21 19 Information For Bidders – Section 14, for each month that are given without claim.
- b. Permit fees are to be paid for by the general contractor when available for pick up.

3. Plan Rooms:

Plans will also be available at the following locations: 1) ConstructConnect, Inc., www.constructconnect.com 2) the Blue Book Building and Construction Network, www.thebluebook.com.

E. Bidding Information (from Advertisement for Bid spec section)

1. Bids Due: January 5, 2023 – 2:00 p.m. (base bids), 3:00 p.m. (alternates).

2. Location: Rowan County Administration Building, 130 W. Innes Street, Salisbury, NC, 28144.
 3. Bid opening immediately after Alternates due date in the Admin Conference Room 101.
 4. Receipt of Bids
 - a. Hand deliver in sealed envelope and labeled as noted.
 - b. Accompanied by bid bond or cashier check for 5% of the gross bid amount, refer to general statute.
 5. No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 90 days.
 6. Processing of Addenda prior to bid opening:
 - a. Requests for information questions must be submitted in writing to jkoricke@adwarchitects.com. Please include 'Rowan County West End Plaza' in the subject header. All questions must be submitted no later than December 29, 5 p.m. to allow time to respond and incorporate into addendum as necessary.
- F. Site Visitation during Bidding**
1. Site will be open during the bidding (onsite contact: David Langen - 704.213.5989, david.langen@rowancountync.gov).
- G. Questions**
1. Is this project funded from a federal source?
Response: Federal money is not part of the funding sources for this project.
 2. Please provide information on the roof manufacturer/installer if there is a warranty intact.
Response: Pending.
 3. Please consider having the county pay for electric power usage costs. Due the electrical metering of multiple existing spaces, multiple occupied tenants spaces, etc. it will be difficult to estimate power consumption for construction.
Response: Pending.

Please sign the attendance sheet before leaving