CARTERET COUNTY PUBLIC BUILDINGS

Steve Edwards
Public Buildings Manager

Tel: (252) 728-8425
steve.edwards@carteretcountync.gov

NOTICE TO BIDDERS

REQUEST FOR BIDS – SUMMARY

Date: October 22, 2015

To:

From: Steve Edwards

Project Name: **Civic Center Restroom Renovation Project – P02:2015**

Summary of Work:
Furnish all necessary labor and materials for the renovation of two male and two female restroom facilities located within the Crystal Coast Civic Center as described in the attached General Conditions, Architect Sealed Floor Plan dated August 17 and Scope and Specifications dated September 11, 2015.

Contractors:

Pre-Bid Meeting: **October 30, 2015 – 9:00 am**
(not mandatory)
Location: Crystal Coast Civic Center
3505 Arendell Street
Morehead City, NC 28557

Bid Opening: **November 4, 2015 – 2:00 pm**
Location: Carteret County Finance Department
302 Courthouse Square
Beaufort, NC 28516

Expected Project Start Date: **November 18, 2015**

C/O NLT Date: **January 18, 2016**

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Request for Bids

County of Carteret, NC
Crystal Coast Civic Center
Restroom Renovation Project
P02:2015
October 20, 2015

Purpose & Scope:

Project involves upgrades and improvements to four existing restroom facilities; consisting of one male and one female restroom on the ground level and one male and one female restroom on the second level, within the Crystal Coast Civic Center; 3505 Arendell St., Morehead City, NC.

Prior to the contract award and issue of the notice to proceed, the **Owner** (County of Carteret) will remove all stall partitions and associated hardware. The **Owner** will provide a roll off container and service for project C&D removal on site. The **Owner** will furnish electricity and water for the project site.

The **Contractor** will provide a temporary restroom facility for use by the contractor's staff and any sub-contractors and must contact the **Owner** prior to placement for location approval.
The **Contractor** will provide temporary restroom facilities – 2 each ADA accessible and 2 each male and female – 6 total - for use by visitors to the Civic Center for the duration of the project and must contact the **Owner** prior to placement for location approval.
The **Contractor** is to remove existing wall and floor tile finishes and prepare surfaces for new tile finishes prior to their installation.
The **Contractor** will install new tile flooring and tile wall finishes per owner selection, details and manufacturer specifications.
The **Contractor** will make modifications and adjustments as needed to existing utility service prior to the installation of new plumbing fixtures.
The **Contractor** will install new plumbing fixtures to include toilets, urinals, lavatories, and faucet assemblies per manufacturer specifications, per code and per owner selection and specifications.
The **Contractor** will install new compartment stall partitions, stall doors and urinal screens per owner selection, specification, and per manufacturer specifications.
The **Contractor** will install grab bars per code and per owner specifications.
If the Add Alternate #1 bid is awarded by the Owner, the **Contractor** will install new electric hand dryers per code and per owner selection and manufacturer specifications.

The **Contractor** shall be responsible for permitting of work with the Town of Morehead City, NC and scheduling all necessary inspections associated with his/her work.

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Details:

1. PLUMBING FIXTURES				
COMPONENT	MANUFACTURER	MODEL	DESCRIPTION	QTY.
Toilet	American Standard	3351.576	Color: White	15
Urinal	American Standard	6590.525	Color: White	6
Toilet Seat	American Standard	5901.100	Color: White Heavy duty open front less cover	15
Faucet	Delta – Arzo Proximity	600T050	Color: Chrome Hardwire .5 gpm	10
Plug – In Transformer	Delta	RP32856	One for each restroom downstairs. One shared power for upstairs faucets.	3

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.	**PLUMBING FIXTURES** ***continued***			
COMPONENT	MANUFACTURER	MODEL	DESCRIPTION	QTY.
Lavatory	Bradley	Verge LVRD2	Color: Akoya Faucet Drilling: Shank Soap Dispenser: None Water Supply: TMA Access Panel: STAIN P Trap: S Plastic	2
Lavatory	Bradley	Verge LVRD3	Color: Akoya Faucet Drilling: Shank Soap Dispenser: None Water Supply: TMA Access Panel: STAIN P Trap: S Plastic	2

2.	**Accessories**			
COMPONENT	MANUFACTURER	MODEL	DESCRIPTION	QTY.
Hand Dryer	Bradley	Aerix 2902-287400	Stainless Steel Satin Finish	4
Mirror	Bradley	781-1836	Channel Frame 18" x 36" One-piece, roll-formed stainless steel	10

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3. Walls and Flooring				
COMPONENT	MANUFACTURER	MODEL	DESCRIPTION	QTY.
Floor Tile	Florida Tile - Taconic Slate	25148 Gold Summit	18" x 18" tiles Installed on diagonal	Per plans
Wall Tile	Florida Tile – Taconic Slate	25104 Light Peak	12" x 12" tiles @ 6'-6" height	Per plans
Accent Tile	Florida Tile – Bliss "Bamboo"	FTINS352RSP5/8	Installed 6" width Around perimeter	Per plans
Grout	TEC	961	Sandstone Beige	As required
LVT Flooring	Mannington Commercial	12388	Windsor Oak Honeytone 6" x 36" Plank Installed on Diagonal	Upstairs Foyer / Per Plans

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4. Toilet Compartments				
COMPONENT	MANUFACTURER	MODEL	DESCRIPTION	QTY.
Partitions and Toilet Compartment Door	Bradley	Series 400 – Sentinel No-Site Bradmar HDPE 	- M226 – Buttermilk - Aluminum Door Hardware - Integral Hinge - Continuous Aluminum Wall Brackets -	Per Plans
Urinal Screens	Bradley	Bradmar #4 – Wall Hung HDPE 	- M226 – Buttermilk - Continuous Aluminum 2 Ear Bracket	Per Plans
Grab Bars	Bradley	832 Series – 1 ¼" O.D. 	- Heavy Duty Stainless Steel - Concealed Mounting	Per Plans

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ADDITIONAL DETAILS:

GROUND LEVEL RESTROOMS

I. Lavatory:

Wall-mounted rectilinear, level-surface lavatory deck with sleek edges, molded from engineered stone material to create a seamless and integral elongated basin, with stainless steel enclosed pedestal cabinet.

1. Basis of Design Manufacturer/Model: Bradley, Verge Lavatory System, Model LVRD.
2. Number of Wash Stations: 3
3. Thermostatic Mixing Valve: Thermostatic mixing valve, ASSE 1070 listed, with stop/strainer/check valves, and flexible stainless steel connectors.
4. Unit Length: 90 inches.
5. Soap Dispenser: None.
6. Water Supply: Thermostatic mixing valve assembly.
7. Color: Akoya.
8. Faucet Drilling: Centershank
9. Rim Mounting Height: 34" maximum

II. Faucet Assemblies:

Electronic proximity sensing technology deck mount faucet.

1. Basis of Design Manufacturer/Model: Delta 600T050.
2. Outlet Flow Rate: 0.5 gpm
3. Power Supply: Delta Plug-In Transformer Model RP32856 installed per code and per manufacturer specifications.
4. Color: Chrome
5. Thermostatic Mixing Valve: N/A included in lavatory assembly.

SECOND LEVEL RESTROOMS

I. Lavatory:

Wall-mounted rectilinear, level-surface lavatory deck with sleek edges, molded from engineered stone material to create a seamless and integral elongated basin, with stainless steel enclosed pedestal cabinet.

1. Basis of Design Manufacturer/Model: Bradley, Verge Lavatory System, Model LVRD.
2. Number of Wash Stations: 2
3. Thermostatic Mixing Valve: Thermostatic mixing valve, ASSE 1070 listed, with stop/strainer/check valves, and flexible stainless steel connectors.
4. Unit Length: 60 inches.
5. Soap Dispenser: None.
6. Water Supply: Thermostatic mixing valve assembly.
7. Color: Akoya.
8. Faucet Drilling: Centershank
9. Rim Mounting Height: 34" maximum

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SECOND LEVEL RESTROOMS - continued

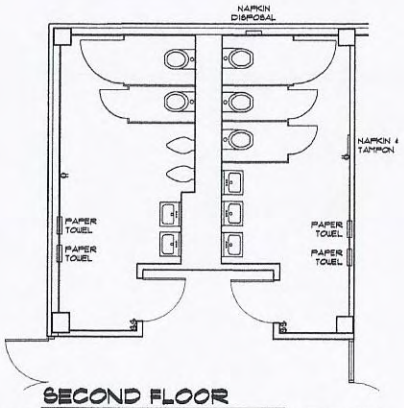
II. Faucet Assemblies:

Electronic proximity sensing technology deck mount faucet.

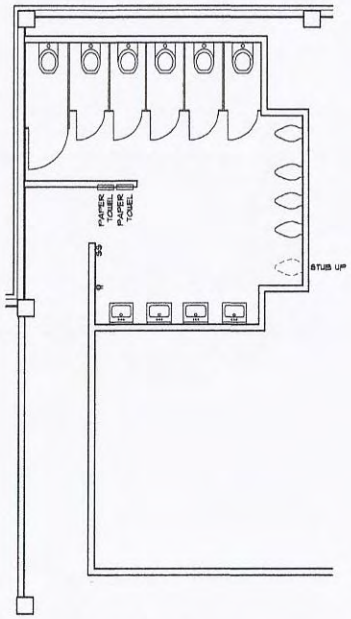
1. Basis of Design Manufacturer/Model: Delta 600T050.
2. Outlet Flow Rate: 0.5 gpm
3. Power Supply: Hardwire per code and per manufacturer specifications.
4. Power Supply: Delta Plug-In Transformer Model RP32856 installed per code and per manufacturer specifications.
5. Color: Chrome
6. Thermostatic Mixing Valve: N/A included in lavatory assembly.

Installation:

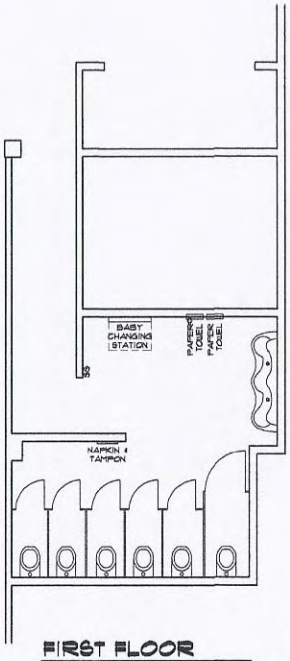
1. Assemble fixtures, accessories, and associated fittings and trim in accordance with manufacturer's instructions.
2. Install fixture supports firmly attached to building structure.
3. Install fixtures level, plumb, and in accordance with manufacturer's rough-in instructions.
4. Install water supply piping. Provide stop on each supply in readily-serviceable location. Fasten supply piping to supports or substrate.
5. Install trap and waste piping to each fixture.
6. Install escutcheons at exposed piping penetrations in finished locations and within cabinets.
7. Seal joints between fixtures and walls, floors, and countertops with mildew-resistant silicone sealant.
8. Repair or replace defective work, including damaged fixtures and components.
9. Set field-adjustable temperature set points of temperature-actuated water mixing valves. Adjust set point within allowable temperature range.



SECOND FLOOR
2 AB1.1 MEN'S & WOMEN'S RESTROOM
SCALE: 1/4"=1'-0"



FIRST FLOOR
2 AB1.1 MEN'S RESTROOM
SCALE: 1/4"=1'-0"



FIRST FLOOR
1 AB1.1 WOMEN'S RESTROOM
SCALE: 1/4"=1'-0"

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BURNETTE ARCHITECTURE & PLANNING, P.A.
105 BANKS STREET MOREHEAD CITY NORTH CAROLINA 28557 252.726-5387 FAX 252.726-5250

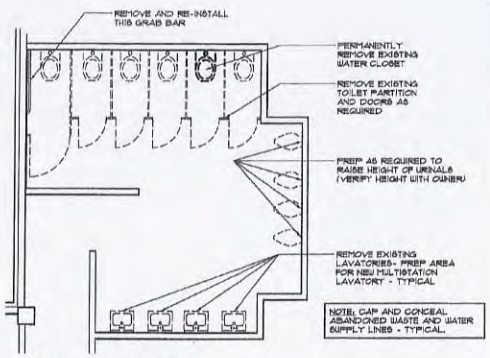
REVISIONS:

AS-BUILT RESTROOM DRAWINGS FOR THE:
CRYSTAL COAST CIVIC CENTER
3505 ARENDELL STREET
MOREHEAD CITY, NC 28557

AS-BUILT FLOOR PLANS

PROJECT FILE # 14017
DRAWING # AB1.1

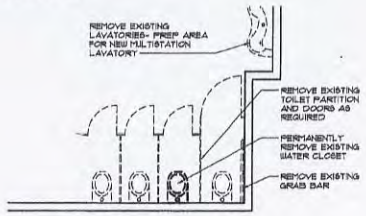
DRAWN : CHH
CHECKED : *
APPROVED : *
PHASE : SD
DATE : SEPTEMBER 25, 2014



FIRST FLOOR MEN'S RESTROOM
4 AB1.1 DEMOLITION PLAN
SCALE: 1/4"=1'-0"

NOTES:

1. REMOVE AND REPLACE EXISTING TOILET FIXTURES, URINALS, TOILET PARTITIONS, GRAB BARS, MIRRORS AND TOILET ACCESSORIES AS DIRECTED BY THE OWNER.
2. REMOVE AND REPLACE EXISTING CERAMIC TILE FINISHES AT WALLS, FLOORS AND BASES AS DIRECTED BY THE OWNER.
3. ALL ACCESSIBLE FIXTURES, TOILET PARTITIONS & DOORS AND BATH ACCESSORIES SHALL MEET THE REQUIREMENTS OF THE NORTH CAROLINA BUILDING CODE AND THE ADA.



FIRST FLOOR WOMEN'S RESTROOM
5 AB1.1 DEMOLITION PLAN
SCALE: 1/4"=1'-0"

APPENDIX "B" - PLUMBING FIXTURE DATA

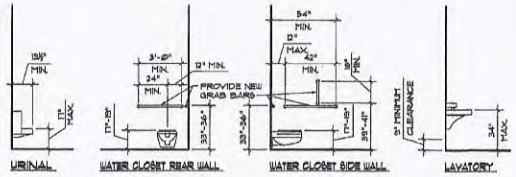
OCCUPANT LOAD (OCCUPANCY A-3)

ROOM	OCCUPANT LOAD	AREA	TABLE 1004.1.1
EXHIBITION HALL	754	11,309 SF	ASSEMBLY (UNCONCENTRATED) - 15/SF NET
KITCHEN/SNACK BAR	6	1119 SF	KITCHEN - 200/SF GROSS
LOBBY	442	2208 SF	ASSEMBLY (STANDING) - 5/SF NET
CLASSROOM	111	2220 SF	CLASSROOM AREA - 20/SF NET
TOTAL	1513		

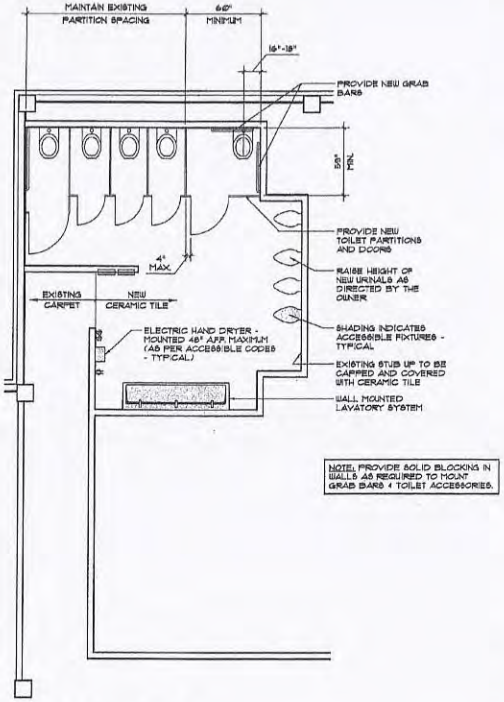
PLUMBING FIXTURE REQUIREMENTS OCCUPANCY A-3 (TABLE 2902.1)

USE		WATER CLOSETS		URINALS	LAVATORIES		SHOWERS/ TUBS	DRINKING FOUNTAINS	
		MALE	FEMALE		MALE	FEMALE		REGULAR	ACCESSIBLE
SPACE	EXISTING	7	8	6	5	5		N/A	
	NEW REQUIRED	6 (1/125)	* 10.1 (1/65)	N/A	4 (1/200)	4 (1/200)		N/A	

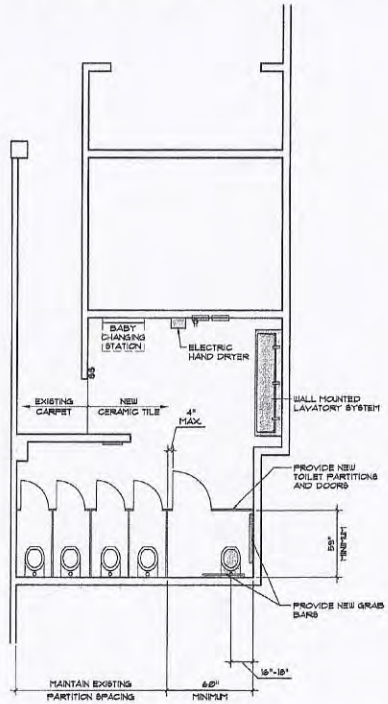
* OWNER WILL PROVIDE ACCESS TO ADDITIONAL TOILETS IN ADJACENT WING FOR LARGE GATHERINGS (SAME LEVEL).



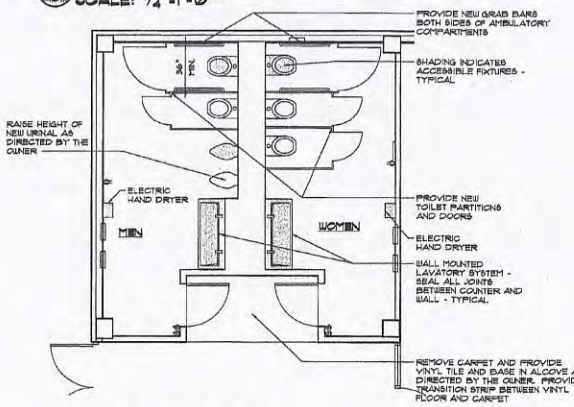
TYPICAL ACCESSIBLE
6 AB1.1 PLUMBING FIXTURE ELEVATION
SCALE: 1/4"=1'-0"



FIRST FLOOR MEN'S RESTROOM
1 AB1.1
SCALE: 1/4"=1'-0"



FIRST FLOOR WOMEN'S RESTROOM
2 AB1.1
SCALE: 1/4"=1'-0"



SECOND FLOOR MEN'S & WOMEN'S RESTROOM
3 AB1.1
SCALE: 1/4"=1'-0"

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BURNETTE ARCHITECTURE & PLANNING, P.A.
105 BANKS STREET MOREHEAD CITY NORTH CAROLINA 28557 252.726-5587 FAX 252.726-5250

REVISIONS:

RESTROOM RENOVATIONS
CRYSTAL COAST CIVIC CENTER
3505 ARENDELL STREET
MOREHEAD CITY, NC 28557

FLOOR PLANS & ELEVATIONS

PROJECT FILE # 14017
DRAWING # AB1.1

DRAWN : CHH
CHECKED : KWB
APPROVED : KWB
PHASE : CD
DATE : AUGUST 17, 2014

INFORMAL CONTRACT

FOR

County of Carteret, NC
Crystal Coast Civic Center
Morehead City, NC
Restroom Renovation Project - P02:2015

SCOPE OF WORK

Project involves ADA upgrades and other improvements to four existing restroom facilities at the Crystal Coast Civic Center; located at 3505 Arendell Street, Morehead City, NC. The restrooms include one each male and female located on the ground level and one each male and female located on the second level.
Project will include the demo and removal of existing tile finishes on the floors and walls and the installation of new wall and floor tiles as well as the installation of LVT flooring on the second level restroom entry per plans.
Project will include the installation, adjustment, and connection of new wall hung toilet fixtures and urinals to comply with building code and the installation of partitions, screens, and grab bars per plans.
Project will include the installation, adjustment, and connection of four one piece lavatory units with AC powered motion activated faucet fixtures. Also included is the installation of lavatory mirrors per owner specifications.
Add alternate #1 bid will be considered for the installation of motion activated hand dryers.
Add alternate #2 bid will be considered for early C.O. date of January 8, 2015.

NOTICE TO BIDDERS

Sealed proposals for this work will be received by:

James Charlesworth
Carteret County Finance Department
Suite 201, Finance Department, Room 201B
302 Courthouse Square – Beaufort, NC 28516
252-728-8410

Up until **2:00 PM** on **November 4, 2015** and immediately thereafter publicly opened and read aloud. Complete plans, specification and contract documents may be obtained from:

Steve Edwards
Carteret County Public Buildings
302 Courthouse Square – Beaufort, NC 28517
252-728-8425

Contractors are hereby notified that they must have proper license under the State laws governing their respective trades and that North Carolina General Statute 87 will be observed in receiving and awarding contracts.

A bid bond, performance bond, and payment bond are not required when the total amount of the construction contracts does not exceed $500,000.

No bid may be withdrawn after the opening of bids for a period of 30 days. The Owner reserves the right to reject any or all bids and waive informalities. Proposals shall be made only on the form provided herein with all blank spaces for bids properly filled in and all signatures properly executed.

Please note on the envelope:

Bid Proposal For:

County of Carteret
Crystal Coast Civic Center
Restroom Renovation Project - P02:2015
Morehead City, NC

(Contract Type) _____
(Bid Date) _____
(Bidder Company) _____
(Bidder Address) _____
(License Number) _____

County of Carteret project representative is:

Steve Edwards, Public Buildings Manager
County of Carteret
Public Buildings Department
302 Courthouse Square
Beaufort, NC 28517
Office (252) 728-8425
Mobile (252) 241-9802
steve.edwards@carteretcountync.gov

Pre-Bid Conference and Site Visit is set for **9:00 AM, October 30, 2015,** at the following location:

Crystal Coast Civic Center
3505 Arendell Street
Morehead City, NC 28557

Pre-Bid Conference attendance is **not** required but suggested.

Bid bond is **not** required.

GENERAL CONDITIONS

GENERAL

a) It is understood and agreed that by submitting a bid that the Contractor has examined these contract documents, drawings and specifications and has visited the site of the Work, and has satisfied himself relative to the Work to be performed.

MATERIALS, EQUIPMENT AND EMPLOYEES

a) The contractor shall, unless otherwise specified, supply and pay for all labor, transportation, materials, tools, apparatus, lights, power, fuel, sanitary facilities and incidentals necessary for the completion of his work, and shall install, maintain and remove all equipment of the construction, other utensils or things, and be responsible for the safe, proper and lawful construction, maintenance and use of same, and shall construct in the best and most workmanlike manner, a complete job and everything incidental thereto, as shown on the plans, stated in the specifications, or reasonably implied there from, all in accordance with the contract documents.

b) All materials shall be new and of quality specified, except where reclaimed material is authorized herein and approved for use. Workmanship shall at all times be of a grade accepted as the best practice of the particular trade involved, and as stipulated in written standards of recognized organizations or institutes of the respective trades except as exceeded or qualified by the specifications.

c) No changes shall be made in the Work except upon written approval and change order of Carteret County General Services – Public Buildings Department.

d) Products are generally specified by ASTM or other reference standard and/or by manufacturer's name and model number or trade name. When specified only by reference standard, the Contractor may select any product meeting this standard, by any manufacturer. When several products or manufacturers are specified as being equally acceptable, the Contractor has the option of using any product and manufacturer combination listed.

e) However, the contractor shall be aware that the cited examples are used only to denote the quality standard of product desired and that they do not restrict bidders to a specific brand, make, manufacturer or specific name; that they are used only to set forth and convey to bidders the general style, type, character and quality of product desired; and that equivalent products will be acceptable. Substitution of materials, items or equipment of equal or equivalent design shall be submitted to the architect or engineer for approval or disapproval; such approval or disapproval shall be made by the architect or engineer prior to the opening of bids.

f) If at any time during the construction and completion of the work covered by these contract documents, the conduct of any workman of the various crafts be adjudged a nuisance to the Owner or if any workman be considered detrimental to the work, the Contractor shall order such parties removed immediately from the site.

g) The contractor shall designate a foreman/superintendent who shall direct the work.

CODES, PERMITS AND INSPECTIONS

a) The Contractor shall obtain the required permits, if required, give all notices, and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work under this contract. If the Contractor observes that the drawings and specifications are at variance therewith, he shall promptly notify the Designer in writing. If the Contractor performs any work knowing it to be contrary to such laws, ordinances, codes, rules and regulations, and without such notice to the Owner, he shall bear all cost arising there from.

b) All work under this contract shall conform to the current North Carolina Building Code and other state and national codes as are applicable.

SAFETY REQUIREMENTS

a) The Contractor shall be solely responsible for the entire site and the construction of the same and provide all the necessary protections as required by laws or ordinances governing such conditions and as required by the Owner or Designer. He shall be responsible for any damage to the Owner's property; or that of others on the job, by himself, his personnel or his subcontractors, and shall make good such damages. He shall be responsible for and pay for any claims against the Owner arising from such damages.

b) The Contractor shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926 published in Volume 39, Number 122, Part 11, June 24, 1974 Federal Register), and revisions thereto as adopted by General Statutes of North Carolina 95-126 through 155.

c) The Contractor shall provide all necessary safety measures for the protection of all persons on the work, including the requirements of the AGC Accident Prevention Manual in Construction as amended, and shall fully comply with all state laws or regulations and North Carolina Building Code requirements to prevent accident or injury to persons on or about the location of the work. He shall clearly mark or post signs warning of hazards existing, and shall barricade excavations and similar hazards. He shall protect against damage or injury resulting from falling materials and he shall maintain all protective devices and signs throughout the progress of the work.

TAXES

a) Carteret County is **not exempt** from North Carolina State Sales and Use Taxes on material and equipment to be incorporated in the Work. Said taxes shall be included in invoices submitted by Contractor. Contractor in submitting his invoices shall break out all sales taxes as a separate item and County where purchase was made.

EQUAL OPPORTUNITY

a) The non-discrimination clause contained in Section 202 (Federal) Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex or national origin, and the implementing rules and regulations prescribed by the Secretary of Labor, are incorporated herein.

b) The Contractors agree not to discriminate against any employees or applicant for employment because of physical or mental handicap in regard to any position for which the employees or applicant is qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices.

INSURANCE

a) The Contractor shall not commence work until he has obtained all insurance required, and the Owner has approved such insurance, nor shall the Contractor allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been obtained.

b) The Contractor shall provide and maintain during the life of this contract Workmen's Compensation Insurance for all employees employed at the site of the project under his contract.

c) The Contractor shall provide and maintain during the life of this contract such Public Liability and Property Damage Insurance as shall protect him and any subcontractor performing work covered by this contract, from claims for damage for personal injury, including accidental death, as well as from claims for property damages which may arise from operations under this contract, whether such operation be by the Contractor himself or by any subcontractor, or by anyone directly or indirectly employed by either of them and the amounts of such insurance shall be as follows:

   Public Liability Insurance in an amount not less than $1,000,000 for Bodily Injury/Property Damage to any one person and subject to the same limit for each person, in amount not less than $2,000,000 Total Policy Limit or Aggregate.

d) The Contractor shall furnish such additional insurance as may be required by General Statutes of North Carolina, including motor vehicle insurance in amounts not less than statutory limits.

e) Each Certificate of Insurance shall bear the provision that the policy cannot be canceled, reduced in amount or coverage eliminated in less than fifteen (15) days after mailing written notice to the insured and/or the Owner of such alteration or cancellation, sent by registered mail. **Additionally, it shall add "County of Carteret, N.C." as an additional insured on the liability policy**.

f) The Contractor shall furnish the Owner with satisfactory proof of carriage of the insurance required before written approval is granted by the Owner.

INVOICES FOR PAYMENT

a) No partial payment will be made unless agreed to in advance. Final payment will be made lump sum within thirty (30) consecutive days after acceptance of the work and the submission both of notarized contractor's affidavit and four copies of invoices which are to include the contract, account and job order numbers.

b) Each invoice shall note the amount of Sales Tax paid by the Contractor, contain release of lien from subcontractors and vendors for prior invoices paid, and contain a notarized contractor's affidavit.

c) The contractor's affidavit shall state: "This is to certify that all costs of materials, equipment, labor, and all else entering into the accomplishment of this contract, including payrolls, have been paid in full."

d) Executed contract documents, insurance certifications and, upon completion and acceptance of the work, invoices and other information requested are to be sent to:

Steve Edwards
Public Buildings Manager
302 Courthouse Square – Beaufort, NC 28516
Office 252-728-8425
steve.edwards@carteretcountync.gov

e) It is imperative that contract documents, invoices, etc., be sent only to the above address in order to assure proper and timely delivery and handling.

CLEANING UP

a) The Contractor shall keep the sites and surrounding area reasonably free from rubbish at all times and shall remove debris from the site from time to time or when directed to do so by the Owner. Before final inspection and acceptance of the project, the Contractor shall thoroughly clean the sites, and completely prepare the project and site for use by the Owner.

GUARANTEE

a) The contractor shall unconditionally guarantee materials and workmanship against patent defects arising from faulty materials, faulty workmanship or negligence for a period of twelve (12) months following the final acceptance of the work and shall replace such defective materials or workmanship without cost to the owner.

b) Where items of equipment or material carry a manufacturer's warranty for any period in excess of twelve (12) months, then the manufacturer's warranty shall apply for that particular piece of equipment or material. The contractor shall replace such defective equipment or materials, without cost to the owner, within the manufacturer's warranty period.

c) Additionally, the owner may bring an action for latent defects caused by the negligence of the contractor, which is hidden or not readily apparent to the owner at the time of beneficial occupancy or final acceptance, whichever occurred first, in accordance with applicable law.

CONTRACTOR-SUBCONTRACTOR RELATIONSHIPS

a) The Contractor agrees that the terms of these contract documents shall apply equally to a subcontractor as to the Contractor, and that the subcontractor is bound by those terms as an employee of the Contractor.

SUPPLEMENTARY GENERAL CONDITIONS

TIME OF COMPLETION

The Contractor shall commence work to be performed under this Contract on a date to be specified in written order from the County and shall fully complete all work hereunder within **(60)** consecutive calendar days from the Notice to Proceed for base bid contract. For each day in excess of the above number of days, the Contractor shall pay the Owner the amount of **five hundred** Dollars **$500** as liquidated damages reasonably estimated in advance to cover the losses to be incurred by the Owner should the Contractor fail to complete the Work within the time specified.

If the Contractor is delayed at anytime in the progress of his work by any act or negligence of the Owner, his employees or his separate contractor, by changes ordered in the work; by abnormal weather conditions; by any causes beyond the Contractor's control or by other causes deemed justifiable by Owner, then the contract time may be reasonably extended in a written order from the Owner upon written request from the contractor within ten days following the cause for delay.

UTILITIES

The County will provide electricity, water, sewer for the project duration.
The County will provide use of a roll off container on site for the disposal of C&D materials associated with project.
The Contractor shall provide temporary restroom facilities per scope and specifications.

INSTRUCTIONS FOR WORKING ON COUNTY PROPERTY

a) Parking & Traffic - Construction that will block facility traffic flow/street closure requires one week written notice to the Public Buildings office.
b) Decorum - It is illegal for any person to have firearms, alcoholic beverages, drugs (except those prescribed by a physician) on County property. Violators will be reported to local law enforcement.
c) Behavior - Indecent language, harassing "cat" calls or whistles, etc., will not be tolerated. Violators will be removed from county property immediately; questions will be asked later. Proper dress is required, long pants and shirts will be worn at all times. Loud music is not permitted.
d) Use of Building - Contractor personnel are not permitted to use Buildings/Facilities for restrooms, eating, or leisure activity unless prior approval is granted by County Representative.
e) Locate for Utilities - When digging or trenching on or adjacent to County property, a 48-hour notice is required to locate existing underground utilities. Contractor must contact the Public Buildings Department (252-728-8425) as well as the NC One Call Center (1-800-632-4949) for public utilities.
f) Disruption of Utilities - When any underground utilities or unusual conditions are damaged or encountered contact the Public Buildings Department (252-728-8425) immediately. The Public Buildings Department will investigate and advise as needed. Contractor must have personnel available for immediate repair. If damage occurred due to failure of the County to properly locate utilities, the contractor will be reimbursed.
g) Planned Outages - Outages needed to allow contractor to complete or perform work, must be scheduled with the Public Buildings Department (252-728-8425). One week written notice is required for all outages.
h) Access to Buildings - Access to perform work in a building after normal working hours (8:00 a.m. to 5:00 p.m. Monday - Friday) must be coordinated through the Public Buildings Department. Facility can be available for after business hour work once arranged with the Public Buildings Department. Exterior work performed after normal working hours should also be reported to the Public Buildings Department 24 hours in advance.

ALTERNATE BIDS (ADD OR DEDUCT)

a) Add Alternate #1 – Installation of four (4) wall mounted hand dryers per scope and specifications.
b) Add Alternate #2 – Completion of project by January 8, 2015.

UNIT PRICES

N/A

MINORITY BUSINESS PARTICIPATION

a) It is the intent of the County to encourage Contractors in making every effort to utilize Minority Business Enterprises for subcontracted work. The County has established efforts to record participation of such Enterprises by the attached "Appendix E – MBE DOCUMENTATION FOR CONTRACT PAYMENTS". The Contractor shall include the attached Appendix E with each pay application.

b) Bidders can use the Office for Historically Underutilized Business website http://www.doa.state.nc.us/doa/hub/ to locate HUB contractors.

c) Nothing in these guidelines shall be construed to require contractors or awarding authorities to award contracts or subcontracts to or to make purchases of materials or equipment from minority-business contractors or minority-business subcontractors who do not submit the lowest responsible, responsive bid or bids.

PERFORMANCE AND PAYMENT BONDS

N/A

TECHNICAL DATA and INFORMATION

See Scope and Specifications dated 09/11/2015, and plan drawings prepared by Architect and Carteret County Public Buildings Department for details and layout of project.

TECHNICAL SPECIFICATIONS AND DRAWINGS

See Scope and Specifications dated 09/11/2015, and plan drawings prepared by Architect and Carteret County Public Buildings Department for details and layout of project.

PRE-CONSTRUCTION CONFERENCE

The owner may require a pre-construction conference to review project with contractor and subcontractors. (Date to be set after award of contract).

E-VERIFY COMPLIANCE

The contractor represents and covenants that the contractor and its subcontractors comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (NCGS). In this E-Verify Compliance section, "contractor," "its subcontractors," and "comply" shall have the meanings intended by NCGS 160A-20.1(b). The County is relying on this section in entering into this contract. The parties agree to this section only to the extent authorized by law. If this section is held to be unenforceable or invalid in whole or in part, it shall be deemed amended to the extent necessary to make this contract comply with NCGS 160A 20.1(b).

PROJECT SCHEDULE

The owner may require a project schedule in the form of a Bar Chart to show dates for planned work phases and completion date.

SUMMARY OF PAPERWORK

After Award
1 – Submit Certificate of Insurance prior to start of work.
2 – Submit Project Schedule, if required, at Pre-Con meeting, if required.

Partial Payment
1 – Submit Invoice for work in place only.
2 – Submit completed Sales Tax Summary and Detail forms, state "None" if applicable.

Final Payment
1 – Submit Invoice after all Punch List items are complete.
2 – Submit completed Sales Tax Summary and Detail forms, state "None" if applicable.
3 – Submit Contractor's Warranty Letter, state date of acceptance agreed with owner.
3 – Submit Contractor's Affidavit Letter.
4 – Submit As-Built Drawings, if required.
7 – Submit O&M Manuals, if required.

PROPOSAL AND CONTRACT

<<Submit two copies of this page with your bid>>

Crystal Coast Civic Center Restroom Renovation - P02:2015

The undersigned, as bidder, proposes and agrees if this proposal is accepted to contract with the **County of Carteret** for the furnishing of all materials, equipment, and labor necessary to complete the construction of the work described in these documents in full and complete accordance with plans, specifications, and contract documents, and to the full and entire satisfaction of the County of Carteret for the sum of:

BASE BID		**$**
	TOTAL PRICE SPELLED OUT IN WORDS	DOLLAR AMOUNT
ADD ALTERNATE #1		**$**
	TOTAL PRICE SPELLED OUT IN WORDS	DOLLAR AMOUNT
ADD ALTERNATE #2		**$**
	TOTAL PRICE SPELLED OUT IN WORDS	DOLLAR AMOUNT

The following Addenda are acknowledged: _____

_____

Respectively submitted this _____ day of _____ 2015

_____

(Contractor)

Federal ID#:_____ By:_____

Witness:_____ Title:_____

(Owner, partner, corp. Pres. Or Vice President)

_____ Address:_____

(Proprietorship or Partnership)

Attest: *(corporation)* Email Address: _____

(Corporate Seal)

By:_____ License #:_____

Title:_____

(Corporation.Secretary)

IN TESTIMONY WHEREOF, the parties have expressed their agreement to these terms by causing this Contract to be executed by their duly authorized office or agent.

COUNTY OF CARTERET

[SEAL]

_____

County Manager

Print Name: _____

CONTRACTOR

_____

Authorized Representative

[SEAL]

Print Name: _____

Title: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____

County Finance Officer

Approved as to form:

_____

County Attorney

NORTH CAROLINA

COUNTY OF CARTERET

I, _____ a Notary Public of the State and County aforesaid, certify that Russell Overman acknowledged that he is the County Manager of County of Carteret, and that by authority duly given as the act of the Board, the foregoing instrument was signed in its name by the County Manager, sealed with its corporate seal.

WITNESS my hand and official seal, this _____ day of _____, 2015.

_____
Notary Public

My commission expires: _____

NORTH CAROLINA

CONTRACTOR

I, _____ a Notary Public of the State and County aforesaid, certify that - _____ acknowledged that (s)he is the _____, and that by authority duly given as the act of the corporation, the foregoing instrument was signed in its name by its President, sealed with its corporate seal.

WITNESS my hand and official seal, this _____ day of _____, 2015.

_____
Notary Public

My commission expires: _____