

Wake County Commons Building Audio Visual Equipment Installation
Raleigh, North Carolina
April 18, 2024

ADDENDUM NO. 1
Page 1

HUFFMAN ARCHITECTS, PA
632 PERSHING ROAD
RALEIGH, NORTH CAROLINA 27608
PHONE (919) 740-5669

TO: ALL PRIME BIDDERS OF RECORD

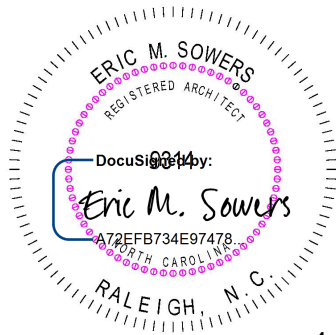
This Addendum forms a part of the Contract Documents and modifies the original documents associated with RFB 24-031. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification. This addendum consists of one page (1) page and three (3) 8.5" x 11" attachments. All documents are distributed digitally.

CLARIFICATIONS

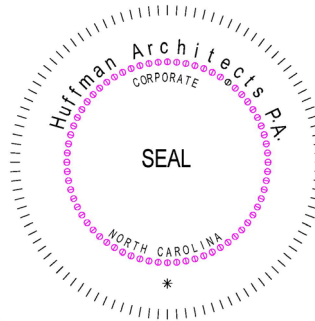
Item No. Description

1. See the attached Pre-Bid Conference minutes and sign-in sheet.

END OF ADDENDUM NUMBER ONE



4/18/2024





HUFFMAN ARCHITECTS

632 Pershing Road
Raleigh, North Carolina 27608

Wake County Commons Building – Audio Visual Equipment and Installation
Bid No. #24-031
Project No. 2207
Pre-Bid Conference

Date: April 12, 2024
Time: 10:00 A.M.
Location: 4011 E. Cary Drive Raleigh, NC 27610

1. Sign up list is attached at the end of this document.
2. Introductions were made
3. This is the mandatory pre-bid conference for audio visual improvements to the Wake County Commons Building.
4. Don Fisher of NV5 gave a description of the project.
5. Bids are due on **Tuesday April 30, 2024, by 2:00 PM** at the County of Wake in the Purchasing Department, Room 2900, Wake County Justice Center, 300 South Salisbury Street (or 301 South McDowell Street, Raleigh, NC 27601). All bids will be opened and read aloud.
 - a. Bids must be submitted by exactly 2:00 PM on the 30th or they will be rejected.
 - b. All contractors must allow adequate time for parking and to get through the building security. Building security includes X-ray machines and metal detectors. Do not have any weapon, knife, or tool of any size with you as you go through security. It will be confiscated.
 - c. The McDowell Street entry may be the better entry to use. It is located closer to the Purchasing Department.
6. All communication during the bid shall be sent to Ty Stephens ty.stephens@wake.gov and copied to Eric Sowers eric@huffmanarch.com must be in writing via email, and shall reference Bid No 24-031 in the subject line. The cut-off date for questions is Thursday April 18, 2024, by 5:00 pm and the last addendum will be issued on Tuesday April 23, 2024. Addendum will be issued to all plan holders.
7. Bids must be submitted on the County's bid form, or they will be rejected. Contractors must sign and seal bids. Any bids not signed and sealed will be rejected. All bidders must ensure they read, understand, and follow the Instruction To Bidders.
8. All contractors shall make sure they have received and reviewed all the documents associated with this project including the following:
 - a. Wake County Bid Form
 - b. Attachment A – AV System Specs
 - c. Attachment B – Equipment List
 - d. Attachment C – AV Equipment Floorplan
 - e. Attachment D – AV Systems Schematic
 - f. All project documents are available at the Wake County website.
9. All contractors should visit the site and become familiar with all conditions.
10. The awarded contractor shall provide a schedule for installation within 30 calendar days of receipt of a purchase order.
11. A meeting prior to mobilization to the building to start installation will be required and once on-site, daily work reports must be submitted in order to keep the team up to date on the progress of work. A detailed schedule will be required.
12. All work must be completed between 6:00 am to 6:00 pm weekdays or over the weekends with approval from the Owner.

13. Weapons of any kind, illegal drugs and explosives are prohibited at all times. There are no tobacco products, including vaping, allowed on County Property.
14. The Owner will allow contractors reasonable use of electric and water services with all connections and extensions to be by the contractor.
15. The existing restroom facilities may be used by the General Contractor. The contractor shall be responsible to keep the restrooms cleaned or they will lose the right to use the facilities.
16. Wake County is going to a paperless contracting process. If not already a vendor, it is encouraged that contractors register with Wake County.
17. The electrical engineer Richard Thorne with HDM Associates will manage the project during construction administration.
18. Questions / Comments:
 - a. Contractors shall bid the project as indicated in the drawings. If there is equipment with long lead times, potential equipment substitutions will be discussed with the awarded contractor.
 - b. The requested completion date for all work is August 27, 2024. The Commons Building will be shut down for the months of July and August.
 - c. Contractors shall include in their bids the labor to make the installation work.
 - d. Contractors are responsible for all means, methods, equipment, tools, etc. required for the full project purchasing and installation.
 - e. All existing equipment removed as part of the project shall be turned over to the Owner.
 - f. A tech panel at the security desk will be added to the project, to replace the existing panel. Additional information will be provided in a subsequent addendum.
 - g. A tech page for audio levels shall be provided at all locations.
 - h. Existing outlets that are abandoned can be covered with stainless steel blank plates.
 - i. Contractors shall leave existing speakers in place to eliminate the need to patch or paint any walls.

These minutes represent my understanding of the pertinent issues discussed. Any corrections or additions to these minutes should be submitted to the Architect within five (5) days of the distribution or the minutes shall be deemed an accurate representation of the issues discussed.

Minutes Prepared by:
Eric Sowers, AIA

Huffman Architects, PA



HUFFMAN ARCHITECTS

632 Pershing Road
Raleigh, North Carolina 27608

**Wake County Commons Building
Audio Visual Equipment and Installation
Bid No. 24-031**

**April 12, 2024, 10:00 A.M.
Mandatory Pre-Bid Conference**

X	NAME	COMPANY	PHONE	E-MAIL
1	Mike Bass	Wake County IS	919.856.5877	Mike.base@wake.gov
2	Bill Goodwin	Wake County IS	919.441.9329	bill.goodwin@wake.gov
3	Don Fisher	NV5	919.275.6107	Don.fisher@nv5.com
4	Eric Sowers	Huffman Architects	919-740-5669	eric@huffmanarch.com
5	Ed Shaver	Recursav	336.831.5215	eshaver@recursav.com
6	Adam Gordon	Recursav	336.341.9848	agordon@recursav.com
7	Richard Kessinger	Clark-Powell	703.606.7832	rkessinger@clark-powell.com
8	Marcus Manning	Kontec	919.210.6635	mmanning@kontek.com
9	Jessica Moss	Howard Technology	984.327.9918	Jcmoss@howard.com
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