



Wednesday February 25, 2026
Addendum #1

**RFB 26-013 Wake County Justice Center
LED Retrofit Project Addendum #1 02-25-2026**

This addendum shall become a part of plans and specifications. Contractor shall acknowledge receipt of this addendum in the bid proposal.

ITEM 1 – PRE-BID MEETING MINUTES

- a) Attached.

ITEM 2 – CHANGES TO DRAWINGS

- a) None

ITEM 3 – CHANGES TO FORM OF PROPOSAL

- a) None

ITEM 4 – GENERAL

- a) The bid opening will be postponed until March 12, 2026, at 2:00 pm. The location has not changed.

End of Addendum

Attachments:

Pre-Bid Meeting Minutes and List of Attendees



Pre-Bid Meeting Minutes

Project:	Wake County Justice Center LED Lighting Upgrades		
RFB	#26-013	Sigma Project #	23029
Meeting Date:	2-19-2026	Location:	Raleigh, NC
Topic(s):	Mandatory Pre-Bid Meeting		
Prepared By:	Reggie Adams, PE	Attendees:	See attached list of Attendees

A. Introductions

- a. **Wake County Project manager, Jeffery Merritt/Kevin Witchger**
- b. **Designer Team Project Manager Reggie Adams**

B. General Building Overview

- a. Reference specification 010100 for a summary of work.
- b. Project involves retrofitting, replacing and re-lamping existing fixtures on Floors 2, 8,9,10 and the Penthouse.
- c. Special considerations:
Reference 010100 for Special Considerations related to working in the Justice Center.
All contractors working in the building must pass a WAKE COUNTY background check.
All work shall take place from 6 pm to 6 am week days; weekend work must be approved in advance.
- d. There are twelve (12) Allowances and eleven (11) unit prices for the project.
- e. There is one add alternate for all work on the 8th floor.

C. Schedule

- a. The contract is for 180 days from Notice to Proceed.
- b. Liquidated Damages in the amount of \$200 per day will be accessed for each calendar day that the construction extends beyond the completion date and an additional \$100 per day if completion extended beyond 30 calendar days.

D. Bidding

- a. Last day for questions –Sigma Engineered Solutions will take questions up to Wednesday February 25 at NOON. Final addendum will be posted no later than Thursday February 26, NOON. No further questions will be received after that time.
- b. Questions and Answers – All questions will be answered in Addenda. Sigma noted that verbal answers had no bearing and that the contractors should only follow written instruction given by the Designer.
- c. All bidders should e-mail any questions to radams@sigmaes.com. We will e-mail back a response within 48 hours. The response will either show the contractor where the requested information is in the documents or state that the requested information will be contained in any upcoming addendum.
- d. Bids will be opened at Wake County Justice Center, 301 McDowell Street, Raleigh, NC 27601, Suite 2900 on Tuesday March 3, 2026, at 2:00 pm. This is a secure facility, and time should be allocated to passing through security.
- e. Contractors are reminded that bids should be provided in sealed envelopes and must be properly executed. Bids not properly executed may be rejected.
- f. Contractors were reminded to use bid form and bond forms provided in spec book.



Pre-Bid Meeting Minutes

E. Minority Business requirements:

- a. Reference Wake County Minority Business and Women Business Enterprise Resolutions for Construction Contracts. Per GS 143-128.2(c) provide Wake County form MBE-1 in all circumstances including if there is zero MBE participation.
- b. Also include MBE-2 for listing good faith effort. A contractor who performs all the work themselves may submit MBE-3 in lieu of MBE-2.
- c. Upon notification of apparent lowest bid, contractor has 72hrs to provide MBE-4 -OR- MBE-5. MBE-4 is used to show 10% of the contract price or greater is executed by minority businesses. MBE-5 is used to show evidence that a good faith effort was made to reach 10%.
- d. Use only the forms provided in the specifications.

F. Addendum #1

- a. Addendum #1 will include this meeting minutes of today's meeting and a full list of attendees.

A handwritten signature in blue ink that reads "Reggie Adams, P.E.".

Reggie Adams, PE
Project Manager Sigma Engineered Solutions, PC

Attachments: List of Attendees

NAMECOMPANYEMAIL

Tim Barnes	Nationwide Electric	tim@nationwide-electric.com
Jeffrey Merritt	WK GSA	jeffrey.merritt@wake.gov
Michael Drew	Drew Investment Group	MDREW@DREWINVESTMENTGROUP.COM
Larry McKeithan	All-Phase Power Controls, Inc	LMcKeithan@allphasenc.com
Robert Bailey	GSA Electrical	Robert.bailey@wake.gov