



RANDOLPH COUNTY

725 McDowell Road
Asheboro, NC 27205
Tel: (336) 318-6304

Email: lisa.garner@randolphcountync.gov

REQUEST FOR BIDS

Bid# 15-0601

FOR

Construction of Coleridge-Erect Detached Ambulance Garage

Issued on: Monday, June 1, 2015

Due Date: Friday, June 19, 2015 at 11:00 AM EST

Administered by: Lisa T. Garner, Purchasing Officer

NOTICE TO VENDORS

Pursuant to General Statutes of North Carolina Section 143-129 as amended, bids will be received by the Purchasing Officer for Randolph County for the following:

REQUEST for BIDS 15-0601 For Construction of Coleridge-Erect Ambulance Garage

The County plans to contract for the construction, delivery and set-up of one (1) detached metal garage on property to be owned by the County located at 8586 Erect Road.

Submission of any bid signifies the Vendor's agreement that its' bid and the content thereof are valid for 90 days (three months) following the submission deadline and will become part of the contract that is negotiated between Randolph County and the successful Vendor. All prices submitted with the bid shall remain in effect for the 90-day period.

Award of this bid is contingent upon the closing of the property transfer as well as approval by the Randolph County Board of Commissioners.

Vendors submitting bids shall be screened to determine if the Vendor has any delinquent financial obligations (taxes, fees, etc.) to Randolph County Government and to determine if the Vendor is listed as debarred by state or federal government. A finding of debarment or delinquency shall disqualify the Vendor from consideration.

Randolph County reserves the right to award and/or reject any and/or all bids and waive any technicalities or irregularities. This contract will not be awarded solely on the basis of cost. Rather the contract for this project will be awarded to the lowest responsible, responsive bidder, taking into consideration quality, performance, and the time specified in the bid for the performance of the contract.

Sincerely,

Lisa T. Garner

Lisa T. Garner,
Purchasing Officer

SECTION 2 - INTENT and GENERAL INFORMATION

2.1 Intent of this RFB:

The purpose and intent of this Request for Bids is to acquire, have delivered, and set-up one (1), single bay, 30'-0" x 40'-0" metal garage for the housing of emergency medical care vehicles. The garage will be erected adjacent to an existing modular home located at 8586 Erect Road. The purpose of this document is to provide minimum specifications for this project that meets the needs and desire of this agency and to establish essential criteria for the design, construction, and appearance of the garage structure.

The County will not be bound by or be responsible for any explanation, interpretation or conclusions of this RFB or any documents provided by the County other than those given in writing by the County through the issuance of addenda. The Vendor shall not rely on any oral statements by the County or its' agents, advisors or consultants. It is the full responsibility of the Vendor to thoroughly investigate the needs/requirements of the County as described in this RFB and to propose the building delivered and set-up in accordance with all building code requirements.

2.2 General:

This RFB contains construction and material specifications. It is not the intention of this Agency to eliminate or disqualify Vendors or manufacturers of similar or equal equipment of the types specified. It should be noted, however, that these specifications are written around specific needs of this Agency. It is the intent of this Agency to standardize certain components. In doing so, specific brands of components have been named. This has been done to establish a certain standard of quality. Other brands will only be accepted providing the Vendor provides documentation in the bid that the particular brand offered meets or exceeds the quality of the actual brand called for in the specification.

2.3 Materials:

The metal building and the equipment, appliances, and materials used in the construction of the building shall be standard products, which meet or exceed the specification in this RFB. Materials used in the construction of the building shall be new and not less than the quality conforming to current manufacturing practices. Materials shall be free of defects and suitable for the service intended.

2.4 License:

The Vendor/Contractor must hold a current NC General Contractor license.

2.5 Permits:

The Vendor/Contractor will be responsible for obtaining all permits, scheduling inspections and obtaining a Certificate of Compliance for the building.

SECTION 3 -- REQUEST FOR BIDS

3.1 Issuing Office and Inquiries:

This Request for Bids (RFB) is issued by Randolph County Purchasing Office on behalf of Randolph County. Any inquiries, clarifications, or interpretations regarding this RFB should be directed in writing to:

Lisa Garner
Purchasing Officer
Randolph County Administration
725 McDowell Road
Asheboro, NC 27205

(336) 318-6304
lisa.garner@randolphcountync.gov

Responses to inquiries that affect the content of this RFB will be provided in writing to all recipients of the RFB through an addendum that will be posted on the County website, www.co.randolph.nc.us. It is the responsibility of each Vendor to inquire about any aspect of the RFB that is not fully understood or is believed to be susceptible to more than one interpretation. **The County will accept only written inquiries regarding this RFB until Monday, June 8, 2015 at 5:00 P.M.** All times listed are understood to be Eastern Standard Time unless otherwise noted. The County's interpretation of the RFB shall be controlling in all cases.

3.2 Important Dates:

Issue Date:	Monday, June 1, 2015
Scheduled Site Visit (not mandatory)	Wednesday, June 3, 2015 at 10:00 A.M.
Final Date for Written Questions:	Monday, June 8, 2015 at 5:00 P.M.
Final Date for Addenda Posting	Wednesday, June 10, 2015 at 5:00 P.M.
Deadline for Submitting Bids:	Friday, June 19, 2015 at 11:00 A.M.
Anticipated Award Date (tentative)	Monday, July 6, 2015

3.3 Trade or Brand Name:

When a trade or brand name for a particular item or product is specified, it is meant only as a reference for standard. Any other manufacturer of a similar item or product that meets the specifications will be considered, if the product is reasonably equivalent to or better than the product mentioned as the standard.

3.4 Submission of Bids:

Bids must be presented on the **Bid Form** included in this RFB in a **sealed envelope** and mailed or delivered to:

Lisa Garner
Purchasing Officer
Randolph County Administration
725 McDowell Road
Asheboro, NC 27205

(336) 318-6304
lisa.garner@randolphcountync.gov

The package shall be marked, “**SEALED BID for Construction of Coleridge-Erect Ambulance Garage.**”

Any bid submitted on forms other than the Randolph County **Bid Form** may be disqualified. TELEPHONE BIDS AND/OR FAXED BIDS **CANNOT** BE ACCEPTED. All bids submitted must be typed or written in ink and signed by the bidder’s designated representative.

Vendors must submit **one (1) original** and **one (1) complete** copy of each bid. Please note on the front of each bid whether it is the **original** or **copy** of the bid.

No responsibility shall be attached to the County for the premature opening of any bid that is not properly addressed or identified.

In order to be considered for selection, bids must be received by the date, time and place previously outlined. The bidding process will be considered closed at **11:00 A.M. on Friday, June 19, 2015.** Failure to meet this deadline will disqualify the bidder. Randolph County is not responsible for nor will any allowances be made for bids received after this time and date for any reason, e.g., carrier delays.

3.5 Request for Clarification:

All questions, requests for clarification or additional information must be submitted **IN WRITING** no later than **5:00 P.M. on Monday, June 8, 2015.** These written requests or questions must be submitted to Lisa Garner, Purchasing Officer either by mail or e-mail. Response to these requests will be addressed through an addendum to this RFB.

3.6 Drawings:

The following drawings are provided as part of the bid package:

- Site Plans (3 sheets) 11” x 17” paper
- Garage Plan (2 sheets) 11” x 17” paper

Drawings that are to scale are available upon request

3.7 Addenda:

Any addendums to the conditions and/or specifications outlined in is document shall be in writing and will be posted on the County's website at www.co.randolph.nc.us. All addendums will become part of this RFB and the contract. Information provided verbally outside these specifications shall not be binding. No oral statements, explanations, or commitments by anyone shall be of any effect unless incorporated into an addendum. It is the responsibility of the Vendor to periodically check the County's website before submitting a bid to obtain any addenda that have been issued. No addendum shall be posted after **5:00 P.M.** on **Wednesday, June 10, 2015**. To signify receipt of all of the addendum issued by Randolph County, please complete **Part I: Addenda Acknowledgements** of the **Addenda and Reference Form (APPENDIX B)**, **(page 14)** included in this RFB.

3.8 Content of Bid:

Vendors shall not be allowed to submit additional documentation once bids are opened. Care should be taken to ensure that information provided is accurate, complete, and consistent. Omission of any of the required information may subject the Vendor to disqualification.

3.9 Exceptions to the RFB:

Any exceptions to these specifications outlined in this RFB must be clearly listed and explained on the **Exception Form (APPENDIX A)**, **(page 13)** included in this RFB. Otherwise, it will be considered that the items offered are in strict compliance with these specifications and the successful bidder will be held responsible for delivering a garage building meeting these specifications. Any exceptions must be explained in detail on the **Exception Form (page 13)**. Any bidder not complying **shall not** be considered as responsive.

3.10 References:

At least three (3) recent business references are required. These references and their contact information shall be listed on the **Addenda and Reference Form (APPENDIX B)**, **(page 14)** included in this RFB. Randolph County may request additional evidence of the Vendor's experience, qualifications, ability, products, and service facilities, for which the Vendor shall be prepared to provide to Randolph County, if requested.

3.11 Bid Pricing:

All bid prices shall be complete and include manufacture, delivery, set-up, and warranty of the completed modular home and detached garage at the location indicated. Taxes are to be shown as a separate line item. The **Bid Form (page 15)** shall be used for the purpose of providing these prices. All bid prices and conditions must be specified on the **Bid Form (page 15)**. Bid prices shall be valid for at least 90 days from the date of the submission of the bid.

3.12 Non-Collusion:

By executing and submitting their bid, the Vendor certifies that his bid is made without reference to any other bid and without any agreement, understanding, collusion or combination with any other person in reference to such bidding.

3.13 Bid Withdrawal:

If the Vendor desires to withdraw his bid, he must submit in writing to the Purchasing Office before the bid opening deadline indicating his reason for withdrawal. After the bid opening deadline, bids shall only be withdrawn in accordance with N.C.G.S. Section 143-129.1.

3.14 Bids Property of Randolph County:

All bids submitted in response to this RFB become the property of the County once they are opened. All bids submitted and supporting material are a matter of public record.

3.15 Rejection of Bids:

Vendors submitting bids shall be screened to determine if the Vendor has any delinquent financial obligations (taxes, fees, etc.) to Randolph County Government and to determine if the Vendor is listed as debarred by state or federal government. A finding of debarment or delinquency shall disqualify the Vendor from consideration.

The County reserves the right to reject any and all bids, with or without cause, and to waive informalities when such rejection is in the best interest of Randolph County. Randolph County also reserves the right to reject the bid of a Vendor who has previously failed to perform properly or complete on-time a contract of similar nature.

3.16 Disqualification of Vendors:

More than one bid from an individual, firm, partnership, corporation, or association under a different name or names **shall not** be considered. Any or all bids shall be rejected if there is reason to believe that collusion exists among the Vendors. In this situation, all participants in such collusion shall not be considered for the current or future bids for the same work. No contract shall be awarded except to competent, licensed Vendors capable of performing the quality of work contemplated.

3.17 Award:

The award of this bid will not be based solely on lowest price. The award will be based and granted on “**BEST VALUE**”. It is the intent of Randolph County to award the contract to the lowest responsive and responsible Vendor. The County reserves the right to determine the lowest responsive and responsible Vendor on the basis of an individual item, groups of items, or any way determined to be in the best interest of the County. Award shall be based on the following factors (where applicable):

- A. Adherence to all conditions and requirements of the specifications.
- B. Price.

- C. Qualifications of the Vendor. In doing this the Vendor's past performance, general reputation, experience, being licensed; quality of product(s), service capabilities, and facilities will be reviewed.
- D. Delivery or completion date.
- E. Maintenance costs and warranty provisions.

Award of this contract based on "**BEST VALUE**" will permit and reflect prudent stewardship of public funds and trust.

This project requires approval by the Randolph County Board of Commissioners. The request for acceptance and approval of the work outlined in this RFB will be taken before the Randolph County Board of Commissioners on Monday, July 6, 2015.

3.18 Notification of Award:

After all the specifications have been met by the Vendor and the award for this contract is made by the Commissioners, the successful Vendor will be notified within ten (10) working days. Randolph County will notify the successful Vendor in **writing**, either by a LETTER TO PROCEED or a PURCHASE ORDER or both. Verbal notification of the award is not considered a reliable mode of notification and, therefore, will not be recognized as official notification.

3.19 Contract:

As a separate document, a sample of the contract that will be entered into by Randolph County and the Contractor awarded the Coleridge-Erect Ambulance Garage Bid is included. Before submitting a bid, Contractors must be able to meet all of the requirements of the contract. With careful attention to all areas of the contract, particular emphasis must be given to the insurance requirements and the ability of the Contractor to meet all insurance requirements.

3.20 Vendor's Guarantee:

By submitting a bid on these specifications, the Vendor binds himself to all conditions in these specifications. Any variance with the specifications must be stated with the submitted bid and may, after review of all consequences of the variance, disqualify the bid.

The Vendor guarantees the garage against faulty materials and workmanship for a period of one (1) year or greater. If during this period, any such faults develop, the unit or part affected is to be replaced without any cost to Randolph County.

All regularly manufactured stock electrical items shall be listed by Underwriter's Laboratory, Inc. Other electrical equipment shall be constructed to conform to applicable portions of the National Electrical Code. When electrical components are part of the equipment, the manufacturer's standard guarantee shall apply, unless otherwise specified.

3.21 Delivery Completion Requirement:

A guaranteed delivery date may be considered in making the award. Any Vendor who submits a bid on these specifications agrees to accept our purchase order and agrees to guarantee completion within one-hundred and fifty (150) days of the Purchase Order date. If the Vendor feels the requested delivery/completion date cannot be met, the Vendor shall so state and give revised date in their bid. The delivery schedules that are submitted by the Vendor and agreed upon by the County shall automatically become binding upon the successful Vendor.

3.22 Inspections:

Randolph County reserves the right to inspect all materials furnished/provided for this project for conformity with the specifications.

3.23 Taxes:

Sales taxes, if applicable, should not be included in the total bid price for the garage. Sales tax should be listed as a separate item on the bid as well as on the invoice.

3.24 Payment:

It is the desire of Randolph County to pay promptly. It is the Vendor's responsibility to submit invoices directly to the Department at the address specified on the Purchase Order as the "Ship and Bill to".

Invoices shall include Purchase Order number, description of item(s), quantities, unit price, extended price, freight, state and local taxes, and date of delivery. Invoices not on printed billheads shall be signed by Vendor.

Invoices exceeding the limits established by the Purchase Order as well as for materials or services not qualifying under the specifications as ordered, are subject to be disqualified for payment.

Because of both the time and expense incurred on this project, invoices may be submitted to Paxton Arthurs, Public Works Director, based on the completion of certain milestones. Subsequent payment of the submitted invoices will be made within 30 days following Paxton Arthurs signed approval and receipt of his request for payment by the Randolph County Accounts Payable department.

Final payment shall be made within 30 days following Paxton Arthurs, Public Works Director, signing off on acceptance of the completion of the Coleridge-Erect Ambulance Base project.

Vendors must provide tax information to include vendor's full business name, address, "remit to" address, and federal tax identification number.

3.25 Indemnification:

The successful Vendor shall hold the County, to include all Board members and employees, harmless from all liabilities, obligations, losses, claims, damages, actions, suits, proceedings, costs, expenses, including attorneys' fees, that:

- a) Arise out of, are connected with, or result directly or indirectly from the successful Vendor's failure to perform any of its obligations under this request for bids; or
- b) Are a result, of a breach of any of the successful Vendor's warranties. No indemnification responsibilities created by this section shall survive and be enforceable after the contract between the County and the successful Vendor terminates or expires.

SECTION 4 – SPECIFICATIONS

4.1 SITE WORK -- General Requirements:

- A.** The contractor shall furnish all materials, tools, equipment, facilities, and services as required for performing all site preparation work.
- B.** Perform clearing and grubbing as necessary to remove vegetation and objectionable material from the site. Clear the site within five (5) feet of the work area and remove cleared materials and debris from the site. Unless otherwise indicated, clearing and grubbing shall include removing the top 4 inches of the existing ground.
- C.** Remove stumps and roots completely in excavation areas.
- D.** All waste material shall be removed from the property by the contractor and legally disposed of in accordance with local ordinances and antipollution laws. Burying and burning of materials at the site is not permitted.
- E.** Contractor shall be responsible for obtaining driveway permit from NCDOT if required.
- F.** Contractor shall be responsible for installing a driveway tile (if required) to meet NCDOT standards.
- G.** Contractor shall provide erosion control measures in accordance with local ordinances and NC Division of Water Quality rules.
- H.** Contractor shall be responsible for the removal of the existing security light and pole and shall coordinate the remove with the local electrical utility company.
- I.** All exterior paved areas shall be installed according to the site plan and shall consist of concrete a minimum of four (4) inches thick. Slope of paved areas shall not exceed 6% grade.
- J.** Exterior concrete shall have a minimum 28 day compression strength of 4000 psi.
- K.** All paved surfaces shall be broom finished and edges finished with an edging tool have a 1/8 inch corner radius.

- L. All concrete shall be placed on a soil base that has been compacted to provide adequate support to resist settlement.
- M. Paved areas shall be provided with control joints one (1) inch deep and spaced in both directions a maximum of ten (10) feet on center or from ends.
- N. Parking spaces shall be painted with a product designed for that purpose and installed in accordance with the site plan and manufacturer's installation instructions.
- O. All cleared areas that are not to be paved shall be seeded with fescue grass at a rate of 100 lbs per acre and then mulched with straw to a depth of two (2) inches.
- P. Clear and restore areas used for the Contractor's convenience. Restore such areas to their original condition.
- Q. Protect survey markers and monuments, existing improvements, and adjacent properties from removal and damage.
- R. Provide noise and dust control in accordance with State and local requirements and subject to the approval of the owner.
- S. Installation shall include final grading around both buildings and in accordance with the site plan. Slope of non-paved areas shall not exceed a ratio of 1:4 (25%)
- T. Contractor shall provide handicap parking signage to meet NC Building Code.

4.9 GARAGE – General Construction:

- A. This building shall be a "shell building" with the exterior components fully complete and the interior elements complete only to the extent specified in this document.
- B. Contractor shall provide sealed engineered structural drawings for the metal building as well as the footing design and foundation design.
- C. Because this building will house emergency response vehicles, it classified as an Essential Facility and must meet the structural requirements of the 2012 NC Building Code for a Category IV Structure.
- D. Interior walls of garage to be lined with PBR panels to a height of 7'8" above finished floor (26 ga. min).
- E. The garage shall be insulated to meet the requirements of the 2012 NC Energy Code for conditioned space.
- F. Because the building will have openings that could interfere with bracing requirement, any cable bracing must be checked against obstructions or else alternate bracing methods must be specified.
- G. Roof design will be standing seam with thermal breaks to meet energy code.
- H. Gutters, downspouts and trim are to be included in price.
- I. Contractor shall install four (4) inch PVC drainage piping in accordance with site plan to extend downspouts away from side walk surface.
- J. Finishes and colors will be determined at a later date and will be chosen from standard selection.
- K. Slab on grade floor shall be minimum of 6" thick for heavy truck traffic and shall have a minimum twenty-eight (28) day compressive strength of 4000 psi.

- L.** All concrete shall be placed on a soil base that is undisturbed or has been compacted to provide adequate support to resist settlement. Compacted soil shall be tested to verify 95% relative density by a professional testing agency and submitted to the owner for approval.

- M.** Concrete floor shall be finished smooth and be designed to slope towards the overhead door openings at a minimum rate of 1/8 inch per 1 foot.
- N.** Concrete floor shall be provided with control joints 1½” deep and spaced in both directions a maximum of 15 feet on center or from ends.
- O.** Contractor shall include two (2) 12’x12’ insulated overhead doors with openers and controllers, and one (1) insulated 3’x7’ exit door with lever handle hardware and low profile thresholds.
- P.** Overhead door openers shall be Lift Master Commercial Door Operators Model MT5011U or an equivalent.
- Q.** Two (2) push button controllers are to be installed on the side walls as well as two (2) remote controllers for the vehicles.
- R.** Exterior door shall be equipped with combination lock hardware model number **DL-2700**; Manufactured by **TRILOGY**.
- S.** Contractor shall install two 2 inch conduits to allow for a future water line and electrical feeder between the modular home and garage (aligned with inside of liner panel to allow for surface mounted conduit / piping).
- T.** A 3/4 inch PEX underground water line shall be installed between the existing modular home and the detached garage. A 3/4 inch shut-off valve shall be provided at the modular home. The water line shall stub up in front of and flush with the closest exterior wall of the garage and extend a minimum of 12 inches above the floor of the garage.
- U.** A four (4) wire, underground feeder, sized for 100 amps, shall be installed between the modular home and the detached garage. The feeder conductors shall extend as per the site plan to the closest inside wall of the garage and shall project a minimum of five (5) feet above the finished floor of the garage.
- V.** Contractor shall be responsible for obtaining all required Permits, scheduling all required inspections and obtaining Certificate of Compliance for shell building.

Appendix B – ADDENDA and REFERENCES FORM

PART I: Addenda Acknowledgements (if applicable)

Each vendor is responsible for determining that all addenda issued by the Randolph County Purchasing Office have been received before submitting a quote.

Addenda	Date Issued	Date Vendor Received
“A”		
“B”		
“C”		

PART II: References

Provide at least three (3) business references

Business Name	Contact Name	Phone Number

BID FORM

BID NO. 15-0601

I, (We), the undersigned after reading and fully understanding the terms, conditions and specifications of Request for Bid No. 15-0601, agree to furnish the following at a firm fixed price (excluding tax).

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>
1.	Site work & Paving	\$ _____
2.	Metal Garage	\$ _____
3.	Sales Tax	\$ _____
GRAND TOTAL		\$ _____

General Contractors License # _____

Delivery Date: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____

EMAIL ADDRESS: _____

PRINT NAME: _____

AUTHORIZED SIGNATURE: _____