

Brunswick Community College  
Alan Holden Public Safety Center

## Pre-Bid Meeting Minutes

SCO #22-25751-02A



Meeting Date: November 19, 2024 - 3:00 P.M.  
Publish Date of Meeting Minutes: November 20, 2024

- I. Sign In: See attached.
  - A. Introductions  
Project Architect: Doug Sherwood, Vice President of SSA  
Marie Samke, Architect at SSA  
Owner's Representative: Mike Ballinger, Executive Director of Community Services

- II. Project Description:  
The project consists of site work including infilling of aquiculture ponds, new parking lots, stormwater improvements, utility connections, and landscaping. Building construction includes a new building of roughly 28,278 sf. The new building includes a structural steel frame with metal studs, CMU, brick veneer and metal siding, single ply membrane roofing, aluminum storefront, interior gypsum walls, interior CMU walls, plumbing, mechanical, and electrical systems.

- III. Bid Documents:
  - A. Bidding Documents are available for review in the offices of Mike Ballinger and Sawyer Sherwood & Assoc. Plans are also available in plans rooms identified in the Advertisement to Bidders / Notice to Bidders. Prime Bidders may obtain a hard copy of the bid documents by submitting a plan deposit of \$350.00 to Sawyer Sherwood & Associate's office.
  - B. Our office will submit Addenda to all plan rooms listed in the Notice to Bidders, as well as post on our website under the Contractors tab at the bottom right ([s2a3.com/contractors](https://s2a3.com/contractors)). The minutes and attendance list from this meeting will be posted on our website in the same location.

- IV. Preferred Alternates:  
The following are being requested to be consistent with the rest of the campus, maintenance familiarity, and replacement parts stocked by the College.

- A. Locksets by Corbin Russwin (Alt. No. G-1)
- B. Closers by Norton (Alt. No. G-1)
- C. Locks by Dorma (Alt. No. G-1)
- D. DDC by Hoffman Building Technologies (Alt. No. G-2)

- V. Key Dates:
  - A. Deadline for Substitution Requests: December 2, 2024 @ 5:00 P.M.
  - B. Deadline for Questions from Bidders: December 2, 2024 @ 5:00 P.M.
  - C. Deadline to Issue Addenda: December 5, 2024 @ 5:00 P.M.
  - D. Project Bid Date: December 12, 2024 @ 3:00 P.M.

- VI. Minority Participation is Required with a goal of 10% participation.
- VII. Bid Structure:
  - A. Single prime contract
- VIII. Architect reviewed the general requirement for the bid.
- IX. Architect reviewed performance and payment bonds.
- X. Construction Contract Schedule
  - A. Final acceptance – 390 consecutive calendar days
- XI. Liquidated Damages:
  - A. \$1,000 for each day
- XII. Geotechnical Report
  - A. Two reports are included, and both contain relevant information for the project.
- XIII. Architect discussed the procedures for substitutions. GC is to reference Section 01 2500 Substitution Procedures for any substitutions made during bidding.
- XIV. Alternates:
  - A. Alternate No. G-1 Preferred Hardware
  - B. Alternate No. G-2 HVAC DDC
  - C. Alternate No. G-3 Drive
  - D. Alternate No. G-4 Sod & Irrigation
  - E. Alternate No. G-5 Wood Storage Shelving
  - F. Alternate No. G-6 Suspended Wood Ceiling
  - G. Alternate No. G-7 Interior Aluminum Frames and Lites
  - H. Alternate No. G-8 Fluid Applied Flooring in Apparatus Bay and Supporting Spaces
  - I. Alternate No. G-9 Stainless Steel Wall Base
  - J. Alternate No. G-10 Backup Generator
- XV. Bid form will be re-issued, in an addendum, to include Add Alternate G-10.
- XVI. Permit Status:
  - A. State Stormwater Permit has been received and paid for by the owner.
  - B. State Erosion Control Permit has been received and paid for by the owner.
  - C. State Wastewater Collection System Extension has been received and paid for by the owner.
  - D. DOT Driveway Permit has been received and paid for by the owner.
  - E. DOT Encroachment Permit has been received and paid for by the owner.
  - F. NWP for the infilling of isolated wetlands within the construction site has been received and paid for by the owner.

- G. Project has been reviewed and approved by Brunswick County Planning & Zoning. Fees for permits may be required by GC.
- H. Project has been reviewed by NC Department of Insurance and has been approved for foundation and shell permits. Building approval is pending fire protection submittals by the GC.
- I. Project has been reviewed by NC State Construction Office and received approval for bidding. NC State Construction Office will provide a monitor to be involved throughout the construction process.
- J. Project has been reviewed by Brunswick County Inspections and received approval for building and trade (P, M, & E). Brunswick County Fire will require GC's submittals for: generator shop drawings, fire development permit for roads and new hydrants (fire application development permit for the site and utility plans), fire alarm shop drawings, fire sprinkler shop drawings. Fees associated with Brunswick County Inspection permits are the responsibility of the GC.
- K. Water impact fee of \$9,590 and Sewer Impact fee of \$31,290 are the responsibility of the GC.

XVII. Prospective Bidder Questions

- How is the bidder to quantify fill for site.
  - The architect stated the GC shall use the construction documents which include an existing survey, new grading plans, and geotech reports. If any further information can be provided it will be via an addendum.

**End of Pre-Bid Agenda**

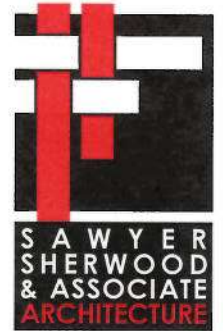
Doug Sherwood, AIA  
Vice President

**PRE-BID  
ATTENDANCE LISTING**

**PROJECT:** BCC Alan Holden Public Safety Center

**DATE:** November 19, 2024

**LOCATION:** Building A - 50 College RD. NE  
Bolivia, NC 28422



<u>Company Name</u>	<u>Representative's Name</u>	<u>Tel #</u>	<u>Email</u>
Bordeaux Construction	Paul Hock	919-220-1141	Estimating@bordeauxconstruction.com
Clancy & Theys	Jacob Freeman	910-622-8707	JacobFreeman@ClancyTheys.com
GraKa Builders	Kate C. Lee	910.642.8342	kcarterlee@grakabuilders.com
Monteith Const.	BRIAN STAMP	704-292-4706	bstamp@monteithco.com
Rob Moran	PARACON	910 871 0933	rmoran@paraconinc.com
TIMELESS	Adam Cardin	910-617-0807	adam@timelesspropertiescc.com
Group III	Virgil Holmes	852-560-8536	Jackie@groupiii.net
Msquare Construction	Will Rubiano	910 427 7777	estimating@msquareus.com
Timeless	Matthew Meyerhoffer	336 407 4080	Matthewm@timelesspropertiescc.com
Thomas Construction Group	Rick Marwin	910-470-1538	RMarwin@ThomasConstructionGroup.com