

ITB # 26-408 Hampstead Library Construction Services

Addendum 1

November 24, 2025

To: All Plan Holders

From: Scott Spike



General Items

1. Bid date and time remain unchanged.
2. Pre-Bid Meeting Minutes are attached along with the attendance sheet.
3. Questions received from bidders that are not addressed in this addendum will be addressed in future addenda.
4. The project budget will not be shared during bidding.

Specification Items

1. None at this time.

Drawing Items

1. Sheet C3.1 Grading & Storm Utility Plan: Add the following to Drainage Key notes:
 - a. Key Note G: Proposed water, sewer and electrical are shown for reference only. Please refer to utilities and electrical drawings.
2. Sheet A4.0 Enlarged Restroom Plans, Detail 4: To avoid conflict with a column footing, the water closet and lavatory in Toilet 115 are to switch locations.
3. Sheet P1.0 Plumbing Plan: Inverts of lines exiting the building are to be revised as follows:
 - a. 2-1/2" CW = Minimum invert of 30" BFF
 - b. 4" W = Minimum invert of 74" BFF
 - c. 4" RDL = Minimum invert of 36" BFF
 - d. 6" RDL = Minimum invert of 36" BFF
4. Sheet P4.0 Enlarged Waste and Vent Plans, Detail 4: To avoid conflict with a column footing, the water closet and lavatory in Toilet 115 are to switch locations.
5. Sheet P4.1 Enlarged Domestic Water Plans, Detail 4: To avoid conflict with a column footing, the water closet and lavatory in Toilet 115 are to switch locations.

Clarifications

1. The domestic water line and fire line routes shown on sheet U5.1 Site Utility are diagrammatic. The plumber is to set the domestic water and fire piping locations in the riser room and stub out of the building, and the site contractor is to tie into those locations.
2. The waste line route for Exterior Sink SK-4 is to be coordinated in the field to avoid conflict with the fabricated engineered canopy footings.
3. Photos of the existing electrical panel at the Pender County Hampstead Annex are included in this Addendum – See Photos 1, 2, & 3 below.

Pender County Library, Hampstead Branch

Addendum 1

4. The construction entrance indicated in the construction documents has an existing median, which is to remain. If there is any damage to this median or any other existing infrastructure shown to remain, the contractor will be responsible for necessary repairs per General Note 11 on sheet C1.0 Site Demolition and Existing Condition Plan.

Approved Substitutions

The following manufacturers have been reviewed and accepted:

1. Section 04 7200 – Cast Stone Masonry: Marcstone (www.marcstone.com)
2. Section 07 5400 – Thermoplastic Membrane Roofing: Mule-Hide Products Co., Inc. (www.mulehide.com)
3. Section 08 4229 – Automatic Entrances: Record USA (www.recorddoors.com)

Photos

Photo 1



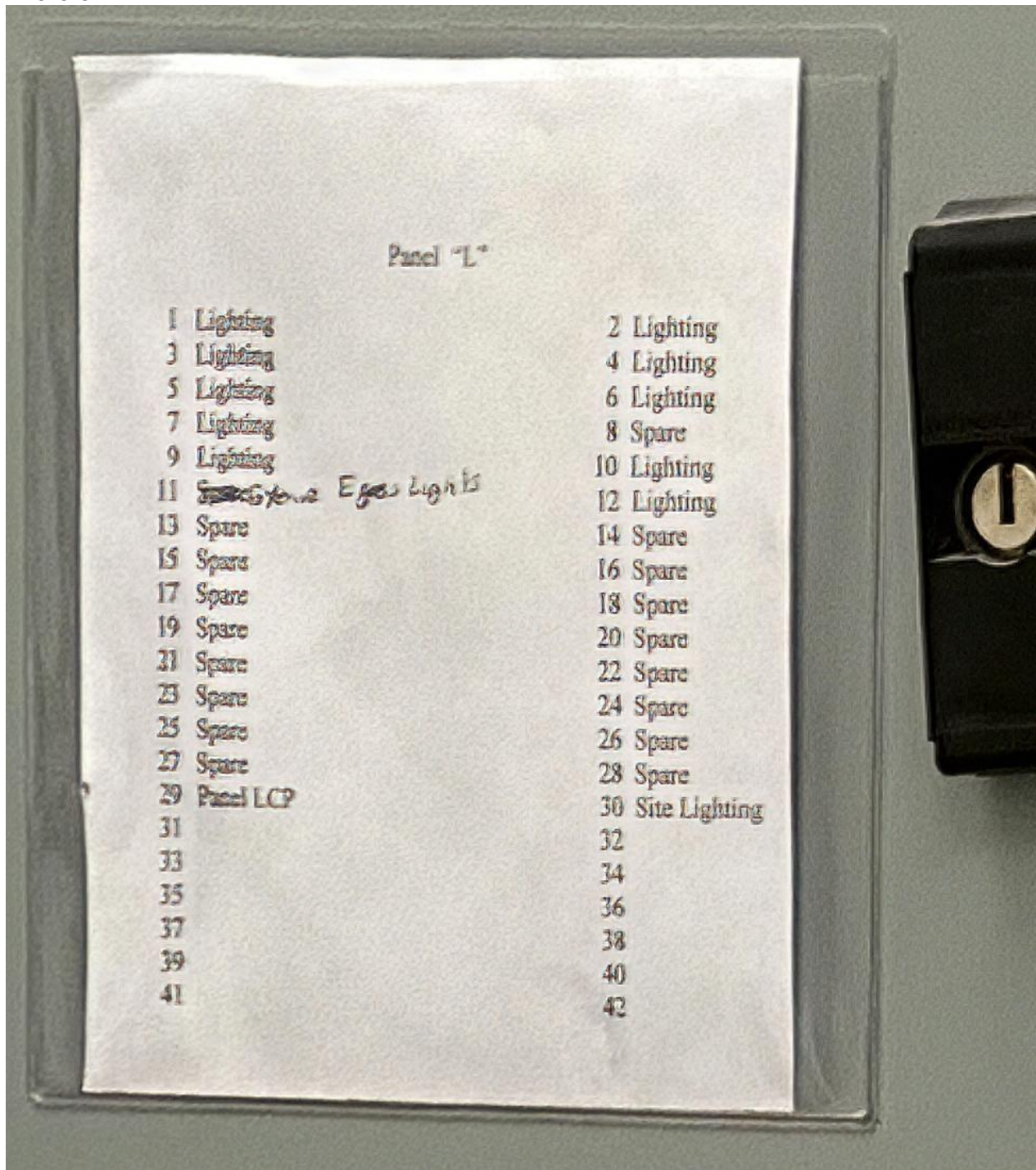
Pender County Library, Hampstead Branch Addendum 1

Photo 2



Pender County Library, Hampstead Branch
Addendum 1

Photo 3



ITB # 26-408 Hampstead Library Construction Services Pre-Bid Meeting Minutes



Meeting Date: November 20, 2025

Meeting Time: 2:00 p.m.

Meeting Location: Pender County Hampstead Annex
15060 US-17, Hampstead, NC 28443

I. County and Design Team Representatives:

Owner: Pender County

Owner's Representative:

Nick West, Project Manager

Allen Phillips-Bell, Library Director

Trisha Newton, Finance Procurement

Architect:

Jenny Williams, Architect

Scott Spike, Vice President

II. An attendance sheet was circulated during the meeting; please see attached copy. Attendance at pre-bid meeting is encouraged but not mandatory.

III. Project Description:

A. The project consists of the construction of a new 20,000 square foot library and associated site improvements.

IV. Bid Documents:

A. Bid documents can be obtained by contacting Scott Spike with Sawyer Sherwood & Associate at scott@s2a3.com.

V. Key Dates:

A. Deadline for Substitution Requests: December 8, 2025 @ 5:00 p.m.

B. Deadline for Questions from Bidders: December 11, 2025 @ 5:00 p.m.

C. Deadline to Issue Addenda: December 15, 2025 @ 5:00 p.m.

D. Project Bid Date: December 18, 2025 @ 3:00 p.m.

a. Boardroom @ Pender County Govt. Center

805 S. Walker Street, Burgaw 28425

VI. Pender County encourages all businesses, including W/WBE, HUB, minority, and women-owned businesses to respond to all Invitations to Bid.

A. Pender County has a goal of 10% minority participation, but this is not a requirement.

VII. Bid Structure

A. Single prime contract

- VIII. Bid Packages should Include items listed in Instruction to Bidders. The following are a few key items:
- A. 5% Bid Security in a separate envelope from the Sealed Bid
 - B. Sealed Bid
 - a. Single Prime Contract, Bidders must be properly licensed under NCGS, Chapter 87.
 - a. 100% Performance Bond
 - b. 100% Payment Bond
 - C. Owner reserves the right to reject any or all bids and to waive informalities.
- IX. Construction Contract Schedule
- A. Substantial Completion – 390 calendar days from Notice to Proceed
 - B. Final Completion – 420 calendar days from Notice to Proceed
- X. Weather Delays:
- A. Defined in the General Conditions, paragraph 15.1.5.2.
- XI. Liquidated Damages:
- A. \$1,000 for each calendar day
- XII. Geotechnical Report
- A. A copy is included in the Project Manual
- XIII. Permits
- A. GC to obtain building permit
 - B. The following permits/agreements have been approved:
 - a. NC Department of Transportation (NCDOT) Encroachment Permits for:
 - i. Water
 - ii. Sewer
 - b. NC Department of Environmental Quality (NCDEQ)
 - i. Stormwater Renewal
 - ii. Stormwater Modification
 - iii. Water
 - iv. Sewer
 - v. Well Line revision
 - vi. Erosion Control
 - c. Pluris Sewer
 - d. TRC
- XIV. Allowances – Section 01 1200:
- A. Owner Contingency Allowance
 - B. Emergency Radio Communication Enhancement System Contingency Allowance
- XV. Unit Prices:
- A. See Bid Form and Section 01 2200.

XVI. Phasing:

- A. Utility water well
 - a. Connection of revised power and water
 - b. Maintenance access
- B. Parking and building access
 - a. The Pender County Hampstead Annex, adjacent to the library construction site, will remain operational throughout construction.
 - b. The Annex is a voting location, and increased public traffic on site should be anticipated during early voting and on election day.
- C. Traffic signal work: Revisions to the traffic signal at the South entrance to the site are required to be completed prior to completion of the library. This work is being performed under a separate construction contract.

XVII. Bidders are to become familiar with existing conditions. The site is open to the public, bidders do not need to coordinate with the County prior to making a site visit.

XVIII. Prospective Bidder Questions

- A. Is there a budget in mind for the project?
 - a. Architect will discuss this question with the Owner to determine if the budget is to be shared during bidding; a response will be provided in Addendum 1.
- B. If the traffic signal work is delayed, will it also delay the notice to proceed for this project?
 - a. No, the traffic signal work is not anticipated to affect the Notice to Proceed date for the library project. The traffic signal work will just need to be completed prior to completion of the library in order for TRC to sign off on completion of the library project.
- C. Can the electrical panel in the Pender County Hampstead Annex be seen during bidding?
 - a. Photos of the existing electrical panel will be included in Addendum 1.
- D. There is an existing median in the site's northern entrance, which will be the construction entrance. Construction traffic may damage the median during construction. Is there a plan to remove and replace the median?
 - a. Architect will evaluate the existing conditions and construction documents; a response will be provided in Addendum 1.

End of Pre-Bid Meeting Minutes

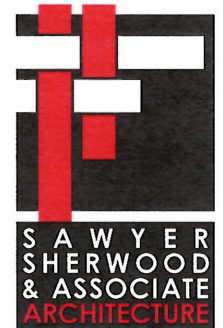
Scott Spike, LEED-AP BD+C
Vice President

ITB # 26-408 Hampstead Library Construction Services

Pre-Bid Attendance List

Location: Auditorium at the Pender County Hampstead Annex, 15060 US-17, Hampstead, NC 28443

Meeting Date: November 20, 2025



<u>Company Name</u>	<u>Representative's Name</u>	<u>Tel #</u>	<u>Email</u>
<u>MTS SERVICES</u>	<u>STEVEN KERK.</u>	<u>919-208-9332</u>	<u>SKERK@MTS SERVICES.COM</u>
<u>Monteith Construction</u>	<u>Josh Tilley</u>	<u>910-200-9824</u>	<u>Josh.tilley@Monteithco.com</u>
<u>Thomas Construction Group</u>	<u>Annette Devree</u>	<u>910-264-7205</u>	<u>adevree@thomasconstructiongroup.com</u>
<u>O'Connor Company</u>	<u>Jeff Jones</u>	<u>984.514.2435</u>	<u>JJones@BUILD.oconnor.com</u>
<u>TE Davis Construction</u>	<u>Brandon Horne</u>	<u>910-353-3112</u>	<u>bhorne@tedavisconstruction.com</u>
<u>Watson Elec</u>	<u>Brandon Lehman</u>	<u>703-789-4586</u>	<u>BLehman@watsonElec.com</u>
<u>Watson Elec</u>	<u>Chuck Harrold</u>	<u>910 789 2104</u>	<u>jharrold@watsonelcc.com</u>
<u>Daniels & Daniels</u>	<u>Michael Amitrano</u>	<u>276-356-7271</u>	<u>Michaela@DandDCC.COM</u>
<u>GAR PDC</u>	<u>Teresa Latham</u>	<u>910 330 5304</u>	<u>Tlatham@bizcc.rr.com</u>
<u>LATHAM Electrical</u>	<u>GARY LATHAM</u>	<u>910 330 4823</u>	<u>Garylatham@bizcc.rr.com</u>
<u>Shannon Shipman</u>	<u>Paragon Building Corp</u>	<u>910 397-0933</u>	<u>sshipman@paragonwilmington.com</u>
<u>Bob Morgan</u>		<u>910 397-0933</u>	<u>bmorgan@paragonwilmington.com</u>

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Clancy & Theys	Jake Freeman	910-622-8707	JacobFreeman@clancytheys.com
Carolina Commercial Contractors	Jonah Williams	919-356-9807	jonah@CarolinaCommercialInc.com
Mil-Fed Civil	Josh Morris	252-287-5147	jmorris@mafnc.com
Masmboro Construction & Development, Inc.	Stephen Saieed	910 443 3282	sdsaeed@masmborconstruction.com
Masmboro Construction	Jessica Smith	910 2323599	jessica@masmborconstruction.com
Bay Electric	Connor Holmes	906-281-9819	Connor@bayelectricinc.com
Timeless Construction	Tony Johnson	910-550-6359	Tonyj@timelessco.com
Ellington Industries	Bern Weepi	910 388 5628	estimator@ellingtonind.com
Longshore Contracting (MwBE)	Krystle Khoo	910 378 9394	estimating@longshorecontracting.com
MLB Construction Services	Mark Shaw	919-664-2359	mshaw@mlbind.com
Futrell Landscapes	Addison Futrell	910-620-2401	addison@Futrell-Landscapes.com
East Coast Contracting	Susan Burgess	910-520-16528	sburgess@eccwiln.com

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