



*UNIVERSITY OF NORTH CAROLINA*  
**CHARLOTTE**

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**PRE-BID MEETING  
STUDENT GOVT.  
OFFICE RENOVATION**

11.8.2021

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LITTLE

**Team Introductions**



**Amanda Caudle**

*Owner*

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9201 University City Blvd.,  
Charlotte NC 28223  
704-687-0534



**Bronald Johnson**

*Project Manager*

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615 S. College Street,  
Suite 1600.  
Charlotte, NC 28202  
704-561-3205



**James Currie**

*Project Manager*

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8801 J.M. Keynes Drive  
Charlotte, NC 28262  
704-376-7072

# AGENDA

1. SCOPE OF WORK
2. BIDDING PROCEDURES
3. BID FORMS
4. OWNER-PREFERRED ALTERNATES
5. PROJECT-SPECIFIC QUESTIONS
6. SITE VISIT



# 1

SCOPE OF WORK



## Scope of Work

- 9400 SF of space in the **Popp Martin Student Union** Building.
- Work includes demolition, new ceilings, flooring, light fixtures, partitions, and MEP.

## Construction Schedule

- Start Date: **December 20.**
- Construction Completion: **154** consecutive calendar days from NTP.
- Liquidated Damages for late completion are **\$100/day.**

## Plans and Specifications

- Obtained from **Sharpe Images**, 4832 Dwight Evans Road, Charlotte NC 28217. 1-800-688-0629, during normal office hours.
- Licensed General Contractors **may obtain documents** upon deposit of \$100.00 in cash or certified check (to Little), mailed to Sharpe Images.
- Plans will be sent via **Fed-Ex 2-day.**
- The full plan deposit will be returned to those bidders provided all documents are returned in good, usable condition within **ten (10) days** after the bid date.

## Electronic Plans

- **Construct Connect**  
[content@constructconnect.com](mailto:content@constructconnect.com)  
(800)364-2059.
- **NC Dodge Data & Analytics** (formerly McGraw-Hill Construction).  
<http://dodgeprojects.construction.com>  
(800)393-6343
- **Metrolina Minority Contractors Association (MMCA)**  
[mmca@mmcaofcharlotte.org](mailto:mmca@mmcaofcharlotte.org)  
(877)526-6205



# 2

## BIDDING PROCEDURES



## Schedule

- Sealed proposals will be received up to **2:00 pm** on **Tuesday, November 30, 2021.**
- Bids will be publicly opened in **Room 123A** of the **Facilities Operations Building**, 9643 Poplar Lane, Charlotte NC 28223.

## Bids and Addendum

- Bids shall be **Single-Prime**. All proposals shall be **Lump Sum**.
- Bidder's Questions will be entertained in writing until **5:00 pm** on **November 12, 2021.** Address all questions to Crystal Howard  
[crystal.howard@littleonline.com](mailto:crystal.howard@littleonline.com)
- Final Addendum will be issued by **5:00 pm** on **November 19, 2021.**

## Receipt of Bids

- The owner reserves the right to reject any of all bids and to waive informalities.
- Bidders who will not attend the Bid Opening need to ensure their sealed bids are delivered no later than **1:00 pm on November 30, 2021.**

## Mailed:

- ATTN: **Ms. Joyce Clay**, Facilities Management-Planning, Design and Construction. The University of North Carolina at Charlotte.  
**9201 University City Blvd. Charlotte, NC 28223-0001**  
(704)687-0615

## Hand-Delivered:

- ATTN: **Ms. Joyce Clay**, Facilities Management-Planning, Design and Construction. Facilities Management/ Campus Police Building. Second Floor- Planning, Design and Construction. **9151 Cameron Blvd. Charlotte, NC 28223** (704)687-0615



# 3

BID FORMS



## Included Forms

- Bid Proposal
- Identification of Minority Business Participation Form, with Affidavit A or Affidavit B as applicable.
- Forms and Instructions are included within the proposal Form in the Bid documents.
- Failure to complete these forms is grounds for rejection of the bid (GS143-128.2c, Effective 1/1/2002).

## Licensing Requirements

- All contractors are hereby notified that they must have proper license as required under the state laws governing their respective trades.
- **Chapter 87, Article 1** will be observed in receiving and awarding general contracts.
- **Unlimited General Contractor** license classification is required under G.S.87.1.

## Licensing (cont.)

- A single-prime project that involves other trades requires the single prime contractor to hold a proper GC license.
- **EXCEPTION:** On public buildings (single-prime bid) where the total value of the general construction does not exceed 25% of the total construction value.
- Final Addendum will be issued by 5:00 pm **on November 19, 2021.**

## **Bid Bonds**

- Each proposal shall be accompanied by a cash deposit or FDIC certified check of an amount not less than 5% of the bid.
- Alternatively, a bidder may offer a bid bond of 5% of the bid executed by a surety company licensed under the laws of NC.

## **Performance and Payment Bonds**

- Required for 100% of the contract price.
- Payment will be made based on 95% of monthly estimates, and final payment made upon completion and acceptance of work.
- No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of **60 days**.

## **Liquidated Damages**

- GC Cash Deposit shall be retained by the owner as liquidated damages in event of failure to execute the contract within ten days after the award.
- During construction, Liquidated Damages are **\$100/day** for late completion.

## Minority Business Participation

- Bidder shall include the form **Identification of Minority Business Participation** and shall include either **Affidavit A** (Listing of Good Faith Efforts) or **Affidavit B** (Intent to Perform Contract with Own Workforce) as applicable. Forms and instructions are included within the Proposal Form in the bid documents. Failure to complete these forms is grounds for rejection of the bid.

## “Good Faith Effort” Requirements

- Bidders should be familiar with the ***Guidelines for Recruitment & Selection of Minority Businesses for Participation in University of North Carolina Construction Contracts.***
- The University has a goal of **10% MBE participation.**
- Last day to notify potential MBE subcontractors is **Friday, November 19, 2021.**
- Last day for assistance from Charlotte HUB Coordinator is **COB Tuesday, November 16, 2021.**

## Questions/Assistance:

- **Ms. Dorothy Vick,** Charlotte HUB Coordinator.  
[dlvick@uncc.edu](mailto:dlvick@uncc.edu).  
Email Subject Line: Student Government Office Renovations.
- The HUB office can provide assistance in identifying Certified Minority Subcontracting Firms.

## **“Good Faith Effort” Requirements**

1. Contacting minority businesses that reasonably could have been expected to submit a quote at least ten days before the bid date.
2. Making the Construction Documents available for review by prospective minority businesses at least 10 days before the bid date.
3. Breaking down or combining elements of work into economically feasible units to facilitate minority participation.

## **GFE Requirements, cont.**

4. Working with minority trade, community or contractor organizations identified by the HUB office.
5. Attending any pre-bid meetings scheduled by the public owner.
6. Providing bonding/ insurance assistance of providing alternatives for subcontractors.
7. Negotiating in good faith with interested minority businesses, and not rejecting them as unqualified without sound reasons based on their capabilities.

## **GFE Requirements, cont.**

8. Providing assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit.
9. Negotiating joint venture and partnership agreements with minority businesses.
10. Providing quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.



4

OWNER-PREFERRED  
ALTERNATES



### Alternate #4

- Provide owner-preferred campus standard hardware alternate as specified in Section **08 71 00**.
- Locks and Cylinders: Schlage
- Exit Devices: Von Duprin
- Door Closers: LCN

### Alternate #7

- Provide owner-preferred tile carpeting as specified in Section **09 68 13**.
- Tile Carpeting: Milliken & Company

### Alternate #8

- Provide owner-preferred campus standard HVAC controls alternate as follows:
- HVAC Controls: Lon and bACnet.

### Justification of Approvals:

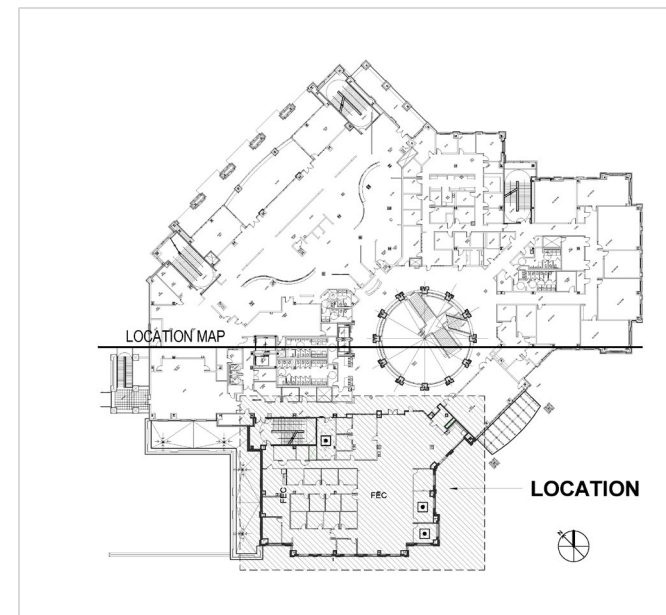
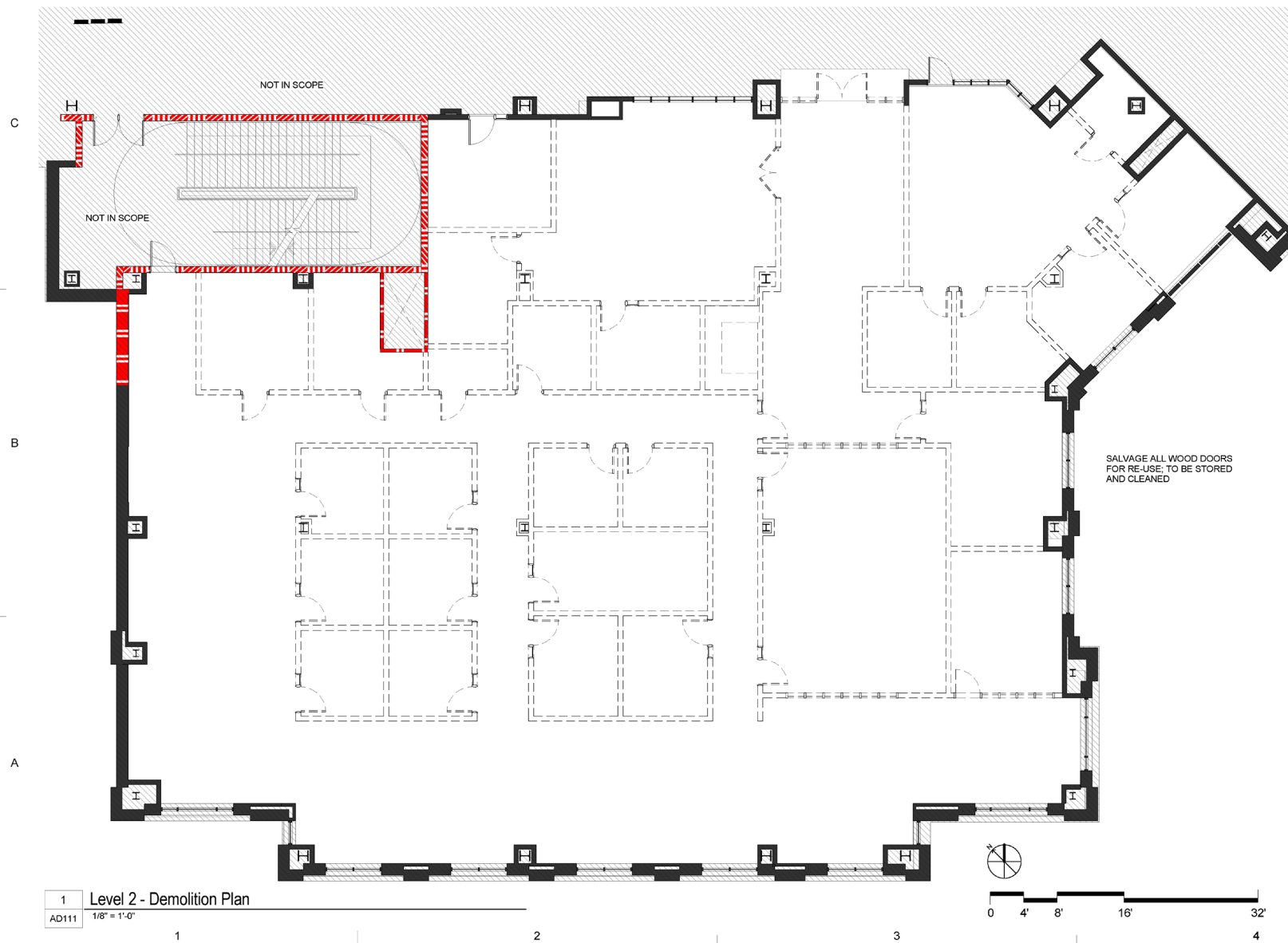
- Will be made available to the public in writing no later than (7) days prior to the bid date.

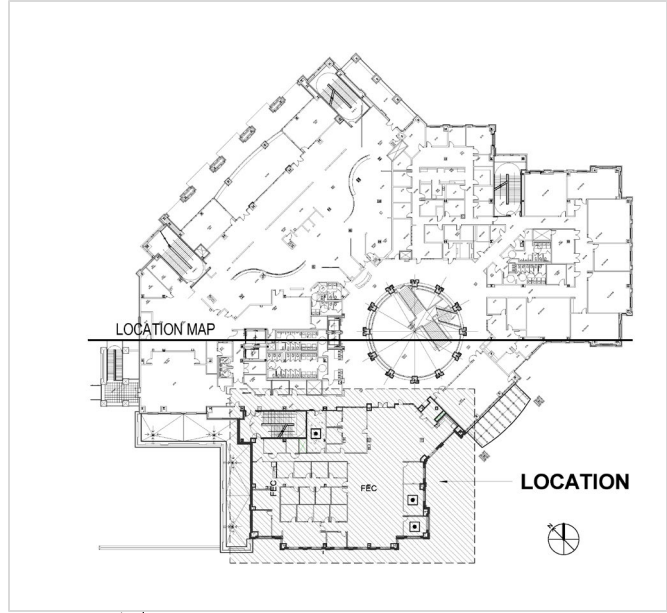
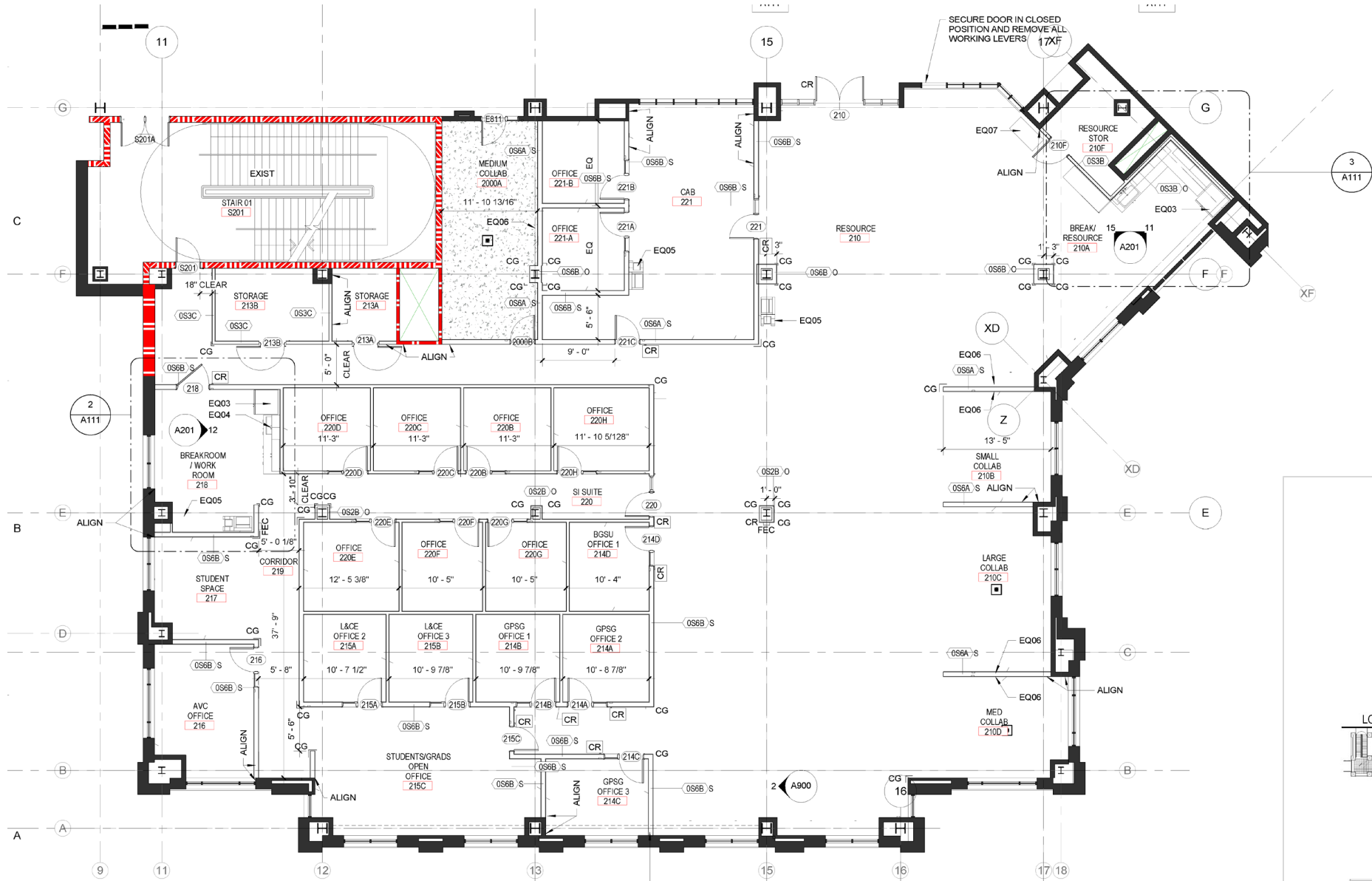


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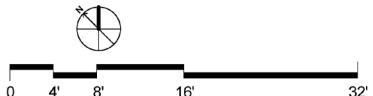
PROJECT-SPECIFIC  
QUESTIONS

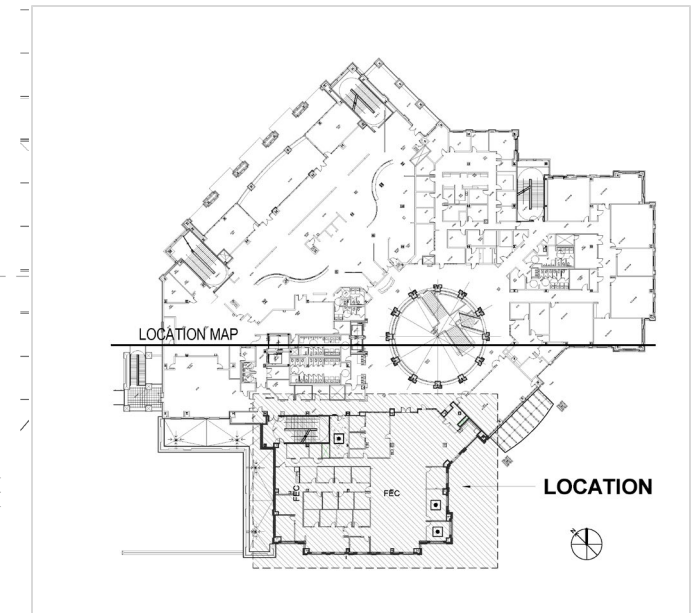
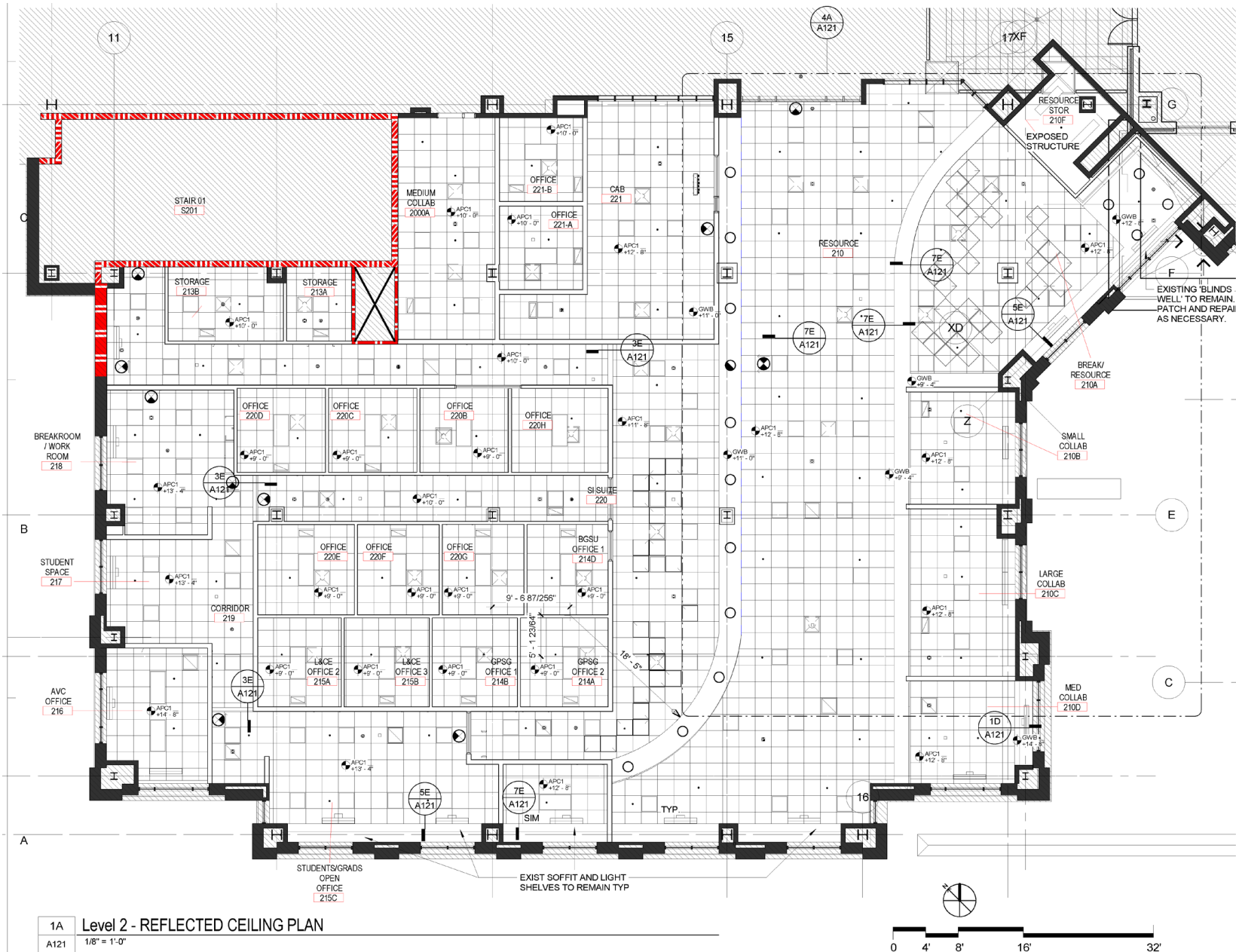






1 Level 2 - CONSTRUCTION PLAN  
A111 1/8" = 1'-0"





1A Level 2 - REFLECTED CEILING PLAN  
 A121 1/8" = 1'-0"

# Q & A



# THANK YOU!

(Optional Site Tours are available after the pre-bid meeting).

