



Finance

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ADDENDUM NUMBER 2

Parks Maintenance Facility

PB-ESSE-0725

June 17, 2025

To all holders of Bid Documents, please be advised to the following:

1. PLEASE SEE THE ATTACHED

Acknowledge receipt of this Addendum in the space provided in the Proposal. Failure to do so may disqualify the Bidder.

All other terms and conditions remain unchanged.

Daryle L. Parker, Purchasing Manager
Purchasing Division

END OF ADDENDUM TWO



City of Wilmington Parks Maintenance Facility

Esse Architects Project #2014 | Owner ID #: PB-ESSE-0725

Addendum No. 2

June 16, 2025

TO: ALL PRIME BIDDERS OF RECORD

This Addendum forms a part of the Contract Documents and modifies the original Project Manual and Construction Documents dated January 13, 2025. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification. This Addendum form consists of two (2) pages and one (1) 8.5"x11" attachment of four (4) pages. All documents are distributed digitally.

DRAWINGS

Item No. Description

- 1. None.

SPECIFICATIONS

Item No. Description

- 1. Section 01 2300 ALTERNATES – Part 3.1 SCHEDULE OF ALTERNATES
Delete Item D. Alternate No. 4: Greenhouse Concrete Slab – Third Bay. The Greenhouse will include only the 2 bays shown as Base Bid in the drawings. Alternate No. 4 will be unused and other Alternate numbers will remain unchanged.
- 2. Section 03 3543 POLISHED CONCRETE FINISHING – Section 2.3-1 – revise part A to read:
“A. Polish: Class B, Level 2: Low sheet, 400 grit.”
- 3. Section 06 4113 WOOD-VENEER-FACED ARCHITECTURAL CABINETS AND SHELVING – Part 2.1 – replace Part 2.1 with the following:
 - “2.1 ARCHITECTURAL CABINET MANUFACTURERS
A. Source Limitations: Engage a qualified woodworking firm to assume responsibility for production of architectural cabinets with sequence-matched wood veneers wood doors with face veneers that are sequence matched with architectural cabinets and transparent-finished wood doors that are required to be of same species as architectural cabinets.



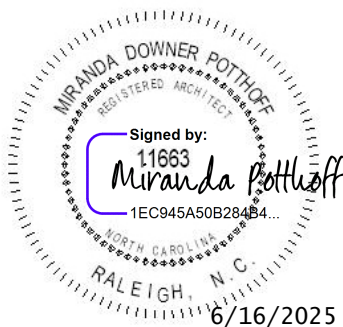
- B. Manufacturers: Basis of Design is Stephenson Millwork Company, Inc. Subject to compliance with requirements, provide products by one of the following or an approved equal that complies with the specification:
1. Custom Grade Wood Veneer Faced Casework:
 - a. Casework.
 - b. Northside Millwork, Inc.
 - c. Watson Wood Works.”
 4. Section 07 4616 ALUMINUM SIDING – Part 2.3-H – revise part H to read:
“H. Finish: Manufacturer’s standard PVDF in metallic finish.”
 5. Section 28 3111 DIGITAL, ADDRESSABLE FIRE-ALARM SYSTEM – Part 2.1-A – add the following:
“3. Honeywell (IFP-300 Series)”

CLARIFICATIONS

<u>Item No.</u>	<u>Description</u>
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|----|---|
| 1. | All questions during the bid phase shall be directed in writing via email to Miranda Potthoff at Esse Architects.
miranda@esse-architects.com |
| 2. | See attached Pre-Bid Conference Minutes dated June 5, 2025 for information presented and discussed at the Pre-Bid. |
| 3. | The Greenhouse and Coldframe structures (frames, walls, doors, roofs, gutters, supports, and certain operating systems) are being procured using a purchasing cooperative outside the construction contract under a separate purchase order. Contractors do not need to include the cost of these structures as part of their bid. There is work associated with the Greenhouse and Coldframe that Contractors will need to include and plan to coordinate – see Greenhouse Schedule on Architectural drawing sheets A103, A112 and others. |
| 4. | While the project has received a funding grant through the Department of Energy, the project is waived and exempt from Build America, Buy America Act (BABA) purchasing requirements through the Small Grants Waiver. |

END OF ADDENDUM NUMBER TWO



City of Wilmington Parks Maintenance Facility

Esse Architects Project #2014 | Owner ID #: PB-ESSE-0725

Pre-Bid Conference

June 5, 2025 | 3:00 pm | Skyline Center 10th Floor | 929 N Front Street | Wilmington, NC 28401

The following is to be discussed:

1. The City of Wilmington covered the bid opening date, construction schedule, MBE participation requirements, and bid submittal requirements.
 - a. All questions shall be directed in writing via email to Miranda Potthoff – miranda@esse-architects.com
 - b. The cut off date for questions is July 8, 2025.
2. Key Owner Personnel and Design Team Consultants:
 - a. The Owner is the City of Wilmington
 - i. The City's Project Director is Dave Mayes, Director of Public Works.
 - ii. The City's Project Manager is Kim Gordon, Engineering Department.
 - b. Architect: Esse Architects, PA.
 - i. Design Team Project Manager: Miranda Potthoff, AIA, LEED AP
 - c. The Civil Engineer and Landscape Architect is the Timmons Group.
 - d. The Structural Engineer is Lysaght and Associates.
 - e. The PME+FP Engineers is Sigma Engineered Solutions.
 - f. The Commissioning Agent is MBP
 - g. The City's Security Vendor is TriCounty Alarm Systems.
3. Scope of Work Summary
 - a. The Project includes the construction of buildings and associated site work for a new Parks Maintenance Complex at the corner of Melton Road and River Road.
 - b. Buildings include Administration Building (~15,778sf), Vehicle Shed (~7,681sf) and Potting Shed (~1,535sf) as well as concrete slabs, trench drains, and utilities for Greenhouse (~2,860sf) and Cold Frame (~960sf). Minor structures include canopy cover of material storage bins and plant shade structures.
 - c. All associated site work and engineering for the site and buildings is included for a complete project.
 - d. The Greenhouse and Cold Frame structures will be procured separately by the owner and constructed under a separate contract, in coordination with the Contractor's schedule and while the contractor is on site. See Greenhouse Schedule in the architectural drawings.
 - e. The Project is required to achieve a LEED Silver certification.



4. Alternates: There are several Add Alternates included in the project.
 - a. Alternate No. 1: Sectional Door Operation
 - i. Base Bid: Provide manually operated sectional doors specified in Section 08 3613 "Sectional Doors."
 - ii. Add Alternate: Provide electrically operated sectional doors specified in Section 08 3613 "Sectional Doors."
 - b. Alternate No. 2: Maintenance Yard Paving
 - i. Base Bid: Maintenance yard to receive 12-inches of compacted ABC stone.
 - ii. Add Alternate (2-A): In lieu of maintenance yard 12" of compacted ABC stone, provide Heavy Duty Asphalt Pavement section with 3" Surface Course and 8" compacted Aggregate Base Course with Compacted subgrade, as represented on Detail #2 on Sheet L-402. Also incorporate in the alternate to add the Guardtop Coolseal or approved equal to the asphalt within the alternate.
 - iii. Add Alternate (2-B): In lieu of maintenance yard 12" of compacted ABC stone, provide Heavy Duty Concrete Paving section with 6" Concrete at a 4,500 PSI with welded wire mesh and 4" Compacted Aggregate Base Course and Compacted subgrade, as represented on Detail #4 on Sheet L-402.
 - c. Alternate No. 3: Loose Appliances
 - i. Base Bid: Built in appliances (cooktop, wall ovens, range hood, and dishwasher) to be furnished and installed by the Contractor. Loose appliances (clothes washer, clothes dryer, refrigerators, and microwave ovens) to be furnished by the Owner for installation by the Contractor as specified in Section 11 3013 "Residential Appliances."
 - ii. Add Alternate: Loose appliances (clothes washer, clothes dryer, refrigerators, and microwave ovens) to be furnished and installed by the Contractor as specified in Section 11 3013 "Residential Appliances."
 - d. Alternate No. 4: Greenhouse Concrete Slab - Third Bay – THIS ALTERNATE WILL BE DELETED BY ADDENDUM.
 - e. Alternate No. 5: Material Storage Bin Shed Roof
 - i. Base Bid: No material storage bin shed roof, including footings, columns, roof structure, and roofing. The concrete slab of the two covered bays shall match the design of the concrete slab at all other material storage bays. Concrete bin block walls shall be included in the base bid.
 - ii. Add Alternate: Provide footings, columns, roof structure, and roofing for shed covering two material storage bins as shown in the drawings, including slab design as shown.
 - f. Alternate No. 6: Sunshades/Light Shelves at Administration Building
 - i. Base Bid: Provide storefront system specified in Section 08 4113 with no sunshades or light shelves at Window Types A, B, D, E, and F on the Administration Building.
 - ii. Add Alternate: Provide sunshades and light shelves as specified in Sections 10 7113 and 10 7330 and additional reinforcing in the mullions of aluminum storefront system as specified in Section 08 4113 to support these at Window Types A, B, D, E and F on the Administration Building.
 - g. Alternate No. 7: Rooftop Photo Voltaics
 - i. Base Bid: Provide exterior PV disconnects, electrical panels, power conduits, and all other conduit systems including conduit to the roof.
 - ii. Add Alternate: Provide complete system including PV panels, wiring from panels to the inverters, inverters and wiring from inverters to the power panels, and wiring from the power panels to the troughs.

5. Preferred Brand Alternates – This is also a meeting for the Preferred Brand Alternates, which there are two:
 - a. Preferred Brand Alternate No. 1: Cyber Switching 32 Amp commercial dual EV charging stations.
 - b. Preferred Brand Alternate No. 2: Sargent 6-pin large format interchangeable cores and necessary coordinating hardware components for mechanically locking door hardware.
 - c. There were no comments or concerns noted by contractors in attendance.
6. Allowances and Unit Prices:
 - a. Allowances and Unit prices are listed on the Proposal Form and in Specification Sections 01 2100 Allowances and 01 2200 Unit Prices. Allowances include excavation of unsuitable soils or rock, and an Owner's Allowance. Unit Prices include excavation of unsuitable soils or rock as well as various electrical and fire protection items.
7. Substitution Requests:
 - a. Material, product, or equipment substitution requests will be considered when submitted in accordance with Section 01 2500.
8. Project Management Software: Contractors are not required to use any specific online project management software, but if they choose to, the Owner and Design team shall be included in document distribution.
9. Work Under Owner's Separate Contracts:
 - a. The Owner will procure and award a separate contract for construction of the Greenhouse and Cold Frame Structures, excluding foundations, slabs, drains and utilities. The awarded Contractor will be expected to coordinate with the Greenhouse and Cold Frame contractor. There is overlap between scopes here – see Greenhouse Schedule in the Drawings.
10. Owner-Furnished/Contractor-Installed Products:
 - a. The Owner will procure and furnish products for the Contractor's installation and coordination with the project schedule and other work:
 - i. Projection screens.
 - ii. Refrigerator/Freezers.
 - iii. Washer/dryer.
 - iv. Microwave ovens.
 - v. Time clock.
 - vi. Vending machines.
 - vii. Ice bag bin.
 - viii. File cabinets.
 - ix. Lumber for wood on administration desk millwork and wood wainscoting.
11. Owner-Furnished/Owner-Installed Products:
 - a. Landscaping and Soil Preparation: The City of Wilmington staff will self-perform a portion of the proposed landscaping. This includes plant materials, specialty mix seeding, mulching, soil preparation, and watering. Contractor is responsible for all landscaping associated with the stormwater control measure, lawn seeding, and all work not performed by the owner. This includes soil preparation, plant material installation, lawn seeding, and watering. Contractor is to coordinate any landscaping work to be self performed by client, prior to construction.

- b. Greenhouse and Cold Frame: By separate purchase order, the Owner will procure materials and installation for the Greenhouse and Cold Frame. Coordination with the Contractor's work and schedule will be imperative. The Greenhouse and Cold Frame materials will be installed by the greenhouse manufacturer. The Contractor's scope in these bid documents includes installation of components inside the Greenhouse once it is erected. See Greenhouse Schedule in the Drawings.
 - c. Security wiring and devices such as but not limited to access control card readers, door position switches, cameras, etc. shall be installed by the Owner's security vendor. Conduit and raceway for these items is in the Contractor's scope.
 - d. AV/IT wiring and equipment such as but not limited to televisions, speakers, projectors, cameras, display hubs, etc for function of Conference Rooms and Ready Room will be provided by the Owner.
- 12. The general contractor will be responsible for coordinating all trades:
 - a. A superintendent will be required on site at all times.
 - b. The general contractor will be responsible to keep a well-organized, clean, and safe site at all times.
 - c. The general contractor must ensure they follow all permitting requirements at all times.
 - d. Work hours for this project shall be 7:00 AM to 6:00 PM, Monday through Friday, unless otherwise coordinated and approved by the City.
 - e. Absolutely no smoking or use of any controlled substances will be allowed on site or within buildings.
- 13. All site-related permits have been approved. This includes NCDEQ Erosion Control, Stormwater, CFPUA, and City of Wilmington TRC. Building permits are underway and will be ready for the awarded Contractor to obtain prior to starting work. There will be separate building permits for each structure.
- 14. The project is required to achieve a LEED Silver certification level.
 - a. The project is using LEED version v4 however some credits can be submitted using version v4.1 criteria, which may make obtaining the credit easier.
 - b. Contractor must demonstrate successful completion of (3) LEED V4 or V4.1 projects obtaining LEED Silver or higher.
 - c. With the project seeking LEED certification, there are additional product selection and submittal requirements that are listed throughout the project manual. The contractor is responsible for confirming that submitted products meet LEED criteria.
 - d. See Section 01 7419 – Construction Waste Management and Disposal – This is a LEED credit.
 - e. See Section 01 8113 – Sustainable Design Requirements for LEED requirements.
 - f. All material submittals should be considered for LEED criteria, even if not specifically mentioned in that specification section.
 - g. The Administration Building will have infrastructure for roof-mounted PV panels in the base bid – see Alternate 7 for installation of PV Panels.
 - h. The project also includes electrical charging stations for the City's fleet vehicles in the Vehicle Shed and on site.
 - i. Along with the PV and EV, the project also includes cisterns, drought-tolerant landscaping, and sustainable materials.
 - j. Commissioning required for LEED will be performed by MBP. They will also be involved in submittal review and owner training.
 - k. Esse Architects suggests contractors consider utilizing a software platform and/or consulting services, such as Green Badger, to assist with material selection and LEED documentation.