



ADDENDUM NUMBER: 01

**UNC HEALTH WAYNE
CATH LAB RENOVATION
GREENSBORO, NC**

**DHSR PROJECT NUMBER HL-13520
CON NUMBER P-12569-24
PROJECT NUMBER R25.18089.00**

December 1, 2025

This Addendum issued prior to receipt of Bid hereby becomes a part of the Construction Documents for the above project.

All information contained in this Addendum supersedes and takes precedence over any conflicting information in the original Bidding Documents dated November 14, 2025.

CHANGES TO PROJECT MANUAL

00 21 13 – INSTRUCTIONS TO BIDDERS

Section reissued in its entirety dated December 1, 2025.

CHANGES TO DRAWINGS

Not Applicable.

CLARIFICATIONS

1. What is the duration of the project?

The bidding GC shall put forth a schedule in their bid that indicates the duration of the construction.

ENCLOSURES:

SPECIFICATION SECTIONS

00 21 13 – Instructions to Bidders

SHEETS / BULLETIN DRAWINGS

N/A

S:\Projects\WMH\Cath Lab Reno\02 Bid Phase\04 Addenda\2025-1201 Addendum 01

SECTION 00 21 13
INSTRUCTIONS TO BIDDERS

SUMMARY

1.01 DOCUMENT INCLUDES

- A. Invitation
 - 1. Bid Submission
 - 2. Intent
 - 3. Work Identified in the Contract Documents
 - 4. Contract Time
- B. Bid Documents and Contract Documents
 - 1. Definitions
 - 2. Contract Documents Identification
 - 3. Availability
 - 4. Examination
 - 5. Inquiries/Addenda
 - 6. Product/Assembly/System Substitutions
- C. Site Assessment
 - 1. Site Examination
 - 2. Prebid Conference
- D. Bid Submission
 - 1. Bid Depository
 - 2. Bid Ineligibility
 - 3. Submission Procedure
- E. Bid Enclosures/Requirements
 - 1. Performance Assurance
 - 2. Bid Form Requirements
 - 3. Bid Form Signature
- F. Offer Acceptance/Rejection
 - 1. Duration of Offer
 - 2. Acceptance of Offer

1.02 RELATED DOCUMENTS

- A. Document 00 41 00 - Bid Form.

INVITATION

2.01 BID SUBMISSION

- A. Bids signed and under seal, executed, and dated will be received in the office of Mr. Tim Parnell, 2700 Wayne Memorial Drive, Goldsboro, North Carolina before 5:00 p.m. local daylight time on the 9th day of January 2026. Bids may be emailed to Mr. Tim Parnell (tim.parnell@unchealth.unc.edu) with a copy to Mr. Ken Ryan (kryan@cplteam.com) and Ms. Kara Virostek (kvirostek@cplteam.com) or hand delivered.
- B. Offers will be privately opened immediately after the time for receipt of bids.
- C. Amendments to the submitted offer will be permitted if received in writing prior to bid closing and if endorsed by the same party or parties who signed and sealed the offer.

2.02 INTENT

- A. The intent of this Bid request is to obtain an offer to perform work to complete the Cath Lab Renovation project located in Goldsboro, North Carolina for a Stipulated Sum contract, in accordance with the Contract Documents.

2.03 WORK IDENTIFIED IN THE CONTRACT DOCUMENTS

- A. Work of this proposed Contract consists of renovations to the Ground Floor of UNC Health Wayne for a new Cath Lab.

2.04 CONTRACT TIME

- A. Identify Contract Time in the Bid Form. The completion date in the Agreement shall be the Contract Time added to the commencement date.

BID DOCUMENTS AND CONTRACT DOCUMENTS

3.01 DEFINITIONS

- A. Bid Documents: Contract Documents supplemented with Instructions to Bidders, Bid Form and Bid securities identified.
- B. Contract Documents: Defined in AIA A201 Article 1 including issued Addenda.
- C. Bid, Offer, or Bidding: Act of submitting an offer under seal.
- D. Bid Amount: Monetary sum identified by the Bidder in the Bid Form.

3.02 CONTRACT DOCUMENTS IDENTIFICATION

- A. The Contract Documents are identified as Project Number R25.18089.00, as prepared by Architect who is located at 3600 South Boulevard, Suite 500, Charlotte, North Carolina 28209, and with contents as identified in the Project Manual.

3.03 AVAILABILITY

- A. Bid Documents are made available only for the purpose of obtaining offers for this project. Their use does not grant a license for other purposes.

3.04 EXAMINATION

- A. Upon receipt of Bid Documents verify that documents are complete. Notify Architect should the documents be incomplete.
- B. Immediately notify Architect upon finding discrepancies or omissions in the Bid Documents.

3.05 INQUIRIES/ADDENDA

- A. Direct questions in writing (fax acceptable) to Ms. Michele Baxter (mbaxter@cplteam.com); and copy Ms. Kara Virostek (kvirostek@cplteam.com) .
- B. Addenda may be issued during the bidding period. All Addenda become part of the Contract Documents. Include resultant costs in the Bid Amount.
- C. Verbal answers are not binding on any party.
- D. Clarifications requested by bidders must be submitted, in writing, no later than close of business, Friday, December 19, 2025. The reply will be in the form of an Addendum, a copy of which will be forwarded to known recipients.

SITE ASSESSMENT

4.01 SITE EXAMINATION

- A. Examine the project site before submitting a bid.
- B. Contact Ms. Susan McKinney, Phone No. 919-587-4336 for an appointment to view the project area.

4.02 PREBID CONFERENCE

- A. A bidders conference is scheduled for Tuesday, December 9, 2025, at 11:00 a.m. in the POM Conference Room. A site tour will commence immediately following the meeting.
- B. All general contract and subcontract bidders are invited.
- C. Representatives of Architect and Owner will be in attendance.
- D. Summarized minutes of this meeting will not be circulated to attendees. Any changes to the Contract Documents will be in the form of an Addendum.
- E. Information relevant to the Bid Documents will be recorded in an Addendum, issued to Bid Document recipients.

QUALIFICATIONS

5.01 SUBCONTRACTORS

- A. UNC Health Wayne has an approved Subcontractors List which is included in the Project Manual.
- B. In an effort to allow a wider range of qualified subcontractors to participate in the bidding process, General Contractors are encouraged to solicit bids from companies who, in the opinion of the General Contractor, are capable of performing the work in a timely and cost efficient manner. For any subcontractor not on the "Approved Subcontractors List," the General Contractor shall submit, via email, a Statement of Qualifications to Mr. Tim Parnell with a copy to Mr. Ken Ryan and Ms. Kara Virostek at CPL, at least, seven (7) days prior to the bid date. Qualification Statements will be reviewed by the Hospital and the General Contractor will be notified via email as to the acceptability of a "non-listed" subcontractor. Contractors shall complete the Contractor's Qualification Statement (AIA A305) which is included in the Project Manual.
- C. Subcontract bids must be solicited from a minimum of three (3) subcontractors indicated on the Approved Subcontractors List, or previously approved via qualification for each applicable trade. Upon receipt of bids, the Owner reserves the right to request a list of subcontractor bids submitted for this Project.

BID SUBMISSION

6.01 SUBMISSION PROCEDURE

- A. Bidders shall be solely responsible for the delivery of their bids in the manner and time prescribed.
- B. Submit one copy of the executed offer on the Bid Forms provided signed and sealed in a closed opaque envelope, clearly identified with bidder's name, project name and Owner's name on the outside.

6.02 BID INELIGIBILITY

- A. Bids that are unsigned, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind, may at the discretion of the Owner, be declared unacceptable.
- B. Bid Forms, Appendices, and enclosures that are improperly prepared may, at the discretion of Owner, be declared unacceptable.
- C. Failure to provide bonding or insurance requirements will, at the discretion of Owner, invalidate the bid.

BID ENCLOSURES/REQUIREMENTS

7.01 CONSTRUCTION PROGRESS SCHEDULE

- A. The Contractor shall include a progress schedule with the Bid Form in accordance with the requirements of Section 01 32 16 - Construction Progress Schedule. The schedule should include notations for any night and/or weekend work.

7.02 SECURITY DEPOSIT

- A. Bids shall be accompanied by a security deposit as follows:
 - 1. Bid Bond of a sum no less than 5 percent of the Bid Amount on AIA A310 Bid Bond Form.
- B. Endorse the Bid Bond in the name of the Owner as obligee, signed and sealed by the principal (Contractor) and surety.
- C. The security deposit will be returned after delivery to the Owner of the required Performance and Payment Bond(s) by the accepted bidder.
- D. Include the cost of bid security in the Bid Amount.
- E. After a bid has been accepted, all securities will be returned to the respective bidders and other requested enclosures.
- F. If no contract is awarded, all security deposits will be returned.

7.03 PERFORMANCE ASSURANCE

- A. Accepted Bidder: Provide a Performance and Payment Bond as described in Document 00 72 00 – General Conditions.

7.04 BID FORM REQUIREMENTS

- A. Complete all requested information in the Bid Form.
- B. Taxes: Refer to Document 00 72 00 - General Conditions for inclusion of taxes, procedures for tax rebate claims, products that are tax exempt.

7.05 FEES FOR CHANGES IN THE WORK

- A. Include the fees for overhead and profit on own Work and Work by subcontractors, identified in Document 01 26 57 - Pricing of Construction Contract Change Orders.

7.06 BID FORM SIGNATURE

- A. The Bid Form shall be signed by the bidder, as follows:
 - 1. Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
 - 2. Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
 - 3. Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the bid is signed by officials other than the president and secretary of the company, or the president/secretary/treasurer of the company, a copy of the by-law resolution of their board of directors authorizing them to do so, must also be submitted with the Bid Form in the bid envelope.

OFFER ACCEPTANCE/REJECTION

8.01 DURATION OF OFFER

- A. Bids shall remain open to acceptance and shall be irrevocable for a period of sixty (60) days after the bid closing date.

8.02 ACCEPTANCE OF OFFER

- A. Owner reserves the right to accept or reject any or all offers.
- B. After acceptance by Owner, Architect on behalf of Owner, will issue to the successful bidder, a written Notice To Proceed.

END OF SECTION 00 21 13