

ADDENDUM NO. 001
NOVEMBER 14, 2025

CITY OF ALBEMARLE, DEPARTMENT OF PUBLIC HOUSING
PROJECT #6276
REPLACE UNDER SLAB – ABOVE SLAB SEWER, KITCHEN / BATH RENOVATIONS
CITY OF ALBEMARLE, NC PROJECT 2026-02
COMM. NO. 6276

The following items or modifications to original Plans and Project Manual shall be included as part of the contract work. All general conditions, special conditions, etc., as originally specified shall apply to these items.

ITEM #1: PRE-BID MINUTES

Attached are the Pre-Bid Minutes and Pre-Bid Sign-In Sheet from the meeting held on November 13, 2025.

Contractor attendance at the Pre-Bid Meeting for this project was not mandatory. Contractors who did not attend the Pre-Bid Meeting are allowed to submit bids.

ITEM #2: BID DATE

The Bid Date for this project has been pushed back by Two (2) weeks to give Contractors additional time to prepare their Bid Packages.

This project will Bid as follows:

Pursuant to Section 143-129 of the General Statutes of North Carolina, Sealed Bids for the furnishing of labor, material and equipment to **Replace Under Slab – Above Slab Sewer, Kitchen / Bath Renovations for the Modernization of Project Number 6276, CITY OF ALBEMARLE, DEPARTMENT OF PUBLIC HOUSING**, will be received by the City of Albemarle, Assistant Finance Director, P O Box 190, Albemarle NC 28002-0190; or 144 North Second Street, Raymond I. Allen Community Room #118, Albemarle NC 28001; until **2:00 P.M., TUESDAY, DECEMBER 9, 2025**, at which time the Bids received will be publicly opened and read aloud for the furnishing of labor, material and equipment entering into the Modernization of Project NC 75-1, SITE B for 22 apartments.

The Pre-Bid Meeting has already been held; attendance was not mandatory; a Second Pre-Bid Conference is not scheduled.

The Contractor is hereby notified that the work in each apartment is unique to that apartment, and Contractor must be aware of the importance of site visits to verify existing conditions.

Questions that arise from the Site Visits are to be directed to the Architect at bids@stognerarchitecture.com.

ITEM #3: ADDITIONAL PHOTOS WITH NOTES

Additional photographs with notes are attached.

END OF ADDENDUM NO. 001

ATTACHMENTS:

DRAWINGS: NONE

DOCUMENTS:

- **PRE-BID MEETING MINUTES (9 Pages)**
- **PRE-BID MEETING SIGN-IN SHEET (3 Pages)**
- **PHOTO SCOPE OF WORK (ADDENDUM NO. 001) (3 Pages)**

**STOGNER ARCHITECTURE, PA
615 EAST BROAD AVENUE
ROCKINGHAM, NC 28379**

Pre-Bid Conference
City of Albemarle, Department of Public Housing
Sewer Line Replacement / Kitchen & Bath Renovations
22 Apartments - #6276
City of Albemarle Bid Number 2026-02

1 PROJECT DETAILS

Project Name: Replace Under Slab – Above Slab Sewer, Kitchen / Bath Renovations
PreBid Meeting Date: 9:00 AM, Thursday, November 13, 2025
PreBid Location: 300 South Bell Avenue, Albemarle, NC 28801
Owner: City of Albemarle, Department of Public Housing
Architect: Stogner Architecture, PA
SAPA Commission Number: 6276
City of Albemarle Bid Number: 2026-02
Capital Fund Program: CFP NC 75-501
Bid Questions: Send to Bids@StognerArchitecture.com

Purpose of Meeting: Review requirements of the project for bidding, provide bidders the opportunity to visit the site, receive questions regarding bidding and the scope of work.

2 INTRODUCTIONS

- **Owner Representatives:**
 - Renae Miller, Director of Public Housing
 - Pedro Mincitar, Maintenance
 - Darren Rhodes, City Manager
- **Architect Representative:**
 - Wayne Stogner, wstogner@stognerarchitecture.com, 910-895-6874

3 BID DATE

Sealed proposals will be received until: 2:00 P.M., TUESDAY, DECEMBER 9, 2025*

***(new bid date)**

Bid opening will be at City of Albemarle City Hall, 144 North Second Street, Albemarle, North Carolina 28001 in the Ray Allen Community Room, Room #118.

Bid Proposals should be sealed and clearly marked with The Bid Number (2026-02 - Replace Under Slab – Above Slab Sewer, Kitchen / Bath Renovations), Project Number (6276), Bid Date and Bid Time and are to be delivered or mailed to the following address:

City of Albemarle
Matthew J. Smith, Assistant Finance Director
144 North Second Street, Albemarle, NC 28001
P. O. Box 190, Albemarle, NC 28002-0190

Electronic Bids will not be accepted on this project.

4 BID DETAILS / HIGHLIGHTS

- LICENSE REQUIREMENTS PER STATE LAWS.
- HUD Excluded Parties List System (Debarred List):
 - Website: www.sam.gov
 - *No individual or company on list is eligible to bid*
- REQUIRED BID SECURITY: **5% of Maximum Bid in the form of Cash Deposit, Certified Check or Bid Bond.**
 - Not required if Bid is less than \$250,000.00.
 - No personal checks, no company checks.
- PERFORMANCE AND PAYMENT BOND:
 - **Required for 100% of Contract.**
 - **PRIME CONTRACTOR RESPONSIBLE FOR COST OF BONDS.**
 - A Performance Bond and a Payment Bond are required where the sum of all projects for the construction project exceeds \$250,000 for 100% of each contract exceeding \$50,000 (G.S. 143-129 (c)). In place of bonds, the Contractor may provide cash, certified check or government securities (G.S. 44A-26).
- ITEMS REQUIRED AT BID OPENING: **CHECK LIST – Page 16 of Spec Book**
 - **Completed Form of Bid**
 - **HUD Form 5369A - (HUD Requirement, will not be waived)**
 - **Bid Bond or Certified Check**
 - **Contractor's Qualification Statement**
 - **E-Verify Requirements Affidavit**
 - **Non-Collusive Affidavit**
 - **Historically Underutilized Business (HUB) Program Forms:**
 - **Affidavit A plus Affidavit B -OR- Affidavit C**
- ITEMS REQUIRED WITHIN THREE (3) BUSINESS DAYS OF BID OPENING
 - **Copy of Contractor's License**
- NO VERBAL INSTRUCTIONS DURING THE BIDDING PERIOD. RESPONSES THAT AFFECT SCOPE OF WORK MUST BE IN WRITING, DATED AND SIGNED BY THE ARCHITECT'S REPRESENTATIVE. WRITTEN RESPONSE WILL BE IN FORM OF ADDENDUM OR CLARIFICATION. CONTRACTOR MUST SUBMIT 7 WORKING DAYS PRIOR TO BID. Send to bids@stognerarchitecture.com.
- The City of Albemarle Bid Number for this project is Bid No. 2026-02. Contractors are advised that bids shall be sealed in an envelope which shall be clearly marked with the Contractor's Name, Address and License Number on the outside of the bid package. The envelope is also to be marked with the Bid No. 2026-02, the Project Number 6276, Bid Date, and Bid Time. Contractors can affix Page 1 of the Additional Instructions to Bidders (Page 16 in Specifications) to the outside of the envelope.

5 HUB PROGRAM – STARTS ON PAGE 84 OF PROJECT MANUAL

- The City of Albemarle has a 10% verifiable goal for participation by minority and women owned businesses in the total value of work awarded. All bidders are required to make a good faith effort, and document such, to recruit minority and disadvantaged participation on this project. Contractor's are hereby notified that the City of Albemarle's Historically Underutilized (HUB) Program requires certain bid forms. Failure to submit the required forms with your bid may deem your bid as non-responsive. The Historically Underutilized Business (HUB) Program may request the apparent low bidder to provide additional information to clarify the bidder's responsiveness.
- **Bidder will be considered Non-Responsive if he/she doesn't provide proper documents with bid.**
- Certified HUB Contractors count toward 10% goal. A list of Certified Contractors is available on the state HUB website.
- This is considered a FORMAL Bid Process. Affidavit A and Affidavit B are required with the bid unless all work is performed with Prime Bidder's own forces, then Affidavit C is required.
- Affidavit D & E are required after bid.
- Failure to comply could result in a 5% financial penalty.
- Goal is to maintain and promote participation.
- Affidavit F is required with each Pay Request.
- If Contractor needs to replace a HUB SubContractor he shall notify City of Albemarle.

6 INSURANCE REQUIREMENTS FOR PRIME CONTRACTOR

NOTE: THE INSURANCE REQUIREMENTS FOR SUBCONTRACTORS WILL BE THE SAME AS REQUIRED OF THE PRIME CONTRACTOR:

GENERAL LIABILITY	\$1,000,000
AUTO LIABILITY	\$1,000,000
WORKER'S COMP	Per State

- **Additional Insured:** List City of Albemarle, Department of Public Housing and Stogner Architecture, PA as additional insured on insurance certificates.
- **The Contractor, and ALL Subcontractors are required to have the proper insurance coverage. The Contractor and All Subcontractors shall have his insurance agent Issue a Certificate of Insurance reflecting limits of coverage as established in form HUD 5370 General Conditions - Section 36. a) (1) (2) (3) b) & c) with a Policy Endorsement which list the Owner and the Architect as additional insured for the project with Waiver of Subrogation and the Cancellation Statement "Coverage's under the policies will not be cancelled, reduced or eliminated until at least thirty (30) days after receipt of written notice, by certified mail, return receipt requested, to the insured and the Owner".**
- **Policies must meet minimum requirements outlined in specifications. No Subcontractor will be allowed to enter the job site to perform work on behalf of the Contractor until all insurance requirements are completed and submitted.**

7 CONTRACT DETAILS

1. **E-VERIFY:** THE CONTRACT AWARDED BIDDER MUST SUBMIT E-VERIFY AFFIDAVITS FROM ALL HIS SUBCONTRACTORS WITH INITIAL LIST OF SUBCONTRACTOR AND SUPPLIERS.
2. **NORTH CAROLINA LIEN & BOND LAW** – PRIME CONTRACTOR (ON THE OWNER’S BEHALF) SHALL DESIGNATE A LIEN AGENT; IDENTIFYING THE PROPERTY AND ANY – PRE-PERMIT CONTRACTORS, SUBCONTRACTORS, AND DESIGN PROFESSIONALS WHO HAVE WORKED ON THE PROPERTY. A SIGN DISCLOSING THE CONTACT INFORMATION FOR THE LIEN AGENT SHALL BE CONSPICUOUSLY AND CONTINUOUSLY POSTED ON THE PROPERTY UNTIL THE COMPLETION OF ALL CONSTRUCTION. CONTRACTOR SHALL INCLUDE LIEN AGENT FEE IN BID.
3. **SUPERINTENDENT:** CONTRACTOR SHALL HAVE A COMPETENT SUPERINTENDENT ON SITE DURING PERFORMANCE OF ANY WORK. THIS PERSON MUST BE AN EMPLOYEE OF THE PRIME CONTRACTOR. THE WORKING FOREMAN OF A SUBCONTRACTOR SHALL NOT BE THE SUPERINTENDENT. **FAILURE TO MAINTAIN A SUPERINTENDENT WILL RESULT IN A DEDUCTION TO CONTRACT AND/OR FINDING OF DEFAULT.**
 - A. **THE CONTRACTOR MUST HAVE A CURRENT COMPLETE SET OF PLANS, SPECIFICATIONS AND ADDENDA ON THE SITE AT ALL TIMES.**
4. PER HUD’S GENERAL CONDITIONS, PAGE 2, SECTION 2.b; “THE CONTRACTOR SHALL PERFORM ON SITE; AND WITH ITS OWN FORCES WORK EQUIVALENT TO AT LEAST 12% OF THE TOTAL AMOUNT OF THE WORK TO BE PERFORMED.
5. **CONTINGENCY ALLOWANCE:** THE CONTINGENCY ALLOWANCE IS FOR OWNER’S USE DURING CONSTRUCTION. ANY CONTINGENCY ALLOWANCE NOT USED WILL BE CREDITED BACK TO THE OWNER AT THE CLOSE OF THE PROJECT.

TOTAL CONTINGENCY ALLOWANCE	\$75,000.00
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6. **LIQUIDATED DAMAGES: FOUR HUNDRED DOLLARS (\$400.00)** for each consecutive calendar day
7. **CONTRACT TIME.** The Contractor shall be given up to **THIRTY (30)** calendar days for processing shop drawings, obtaining permits and for material delivery. The Contractor shall be given **ONE HUNDRED EIGHTY (180)** consecutive calendar days for construction which shall begin at the earliest of the following: a) the day the Contractor begins work on site or b) the next day following the days allowed for processing shop drawings, permitting and material delivery.
8. **NOTICE TO PROCEED DATE WILL BE ESTABLISHED AT OR BEFORE THE PRE-CONSTRUCTION CONFERENCE. SUBCONTRACTORS SHOULD BE PRESENT AT THE PRE-CONSTRUCTION CONFERENCE.**
9. **REVIEW OF MINORITY PARTICIPATION STATEMENT:** THIS IS A GOAL, NOT A REQUIREMENT. GOAL IS 10%. PAPERWORK AND GOOD FAITH EFFORT IS REQUIRED.

10. **WORK IN UNOCCUPIED APARTMENTS:** ALL UNITS ARE UNOCCUPIED / OFF LINE.
11. DAVIS BACON WAGE RATES ARE INCLUDED IN THE PROJECT MANUAL. **WEEKLY PAYROLL REPORTS (ORIGINALS - NO EMAILED OR FAX COPIES) ARE REQUIRED** OF PRIME CONTRACTOR AND ALL SUBCONTRACTORS.
12. COPIES OF DAILY REPORTS SHALL BE SUBMITTED EACH MONTH WITH THE PAY REQUISITION OR PAY REQUEST WILL BE DELAYED.
13. REVIEW SECTION 3: **PAPERWORK IS REQUIRED QUARTERLY.**
SECTION 3 REQUIREMENTS WILL APPLY (REF: 24 CFR, PART 135): GOALS FOR CONTRACTORS AND SUBCONTRACTORS ARE 25% OR MORE OF THE TOTAL NUMBER OF LABOR HOURS BY SECTION 3 WORKERS AND 5% OR MORE OF THE TOTAL NUMBER OF LABOR HOURS WORKED BY TARGETED SECTION 3 WORKERS.
14. REVIEW OF PROJECT CLOSE OUT: REQUIRED PAPERWORK IN SPECIFICATION SECTION 017700. **RETAINAGE WILL NOT BE RELEASED UNTIL ALL WORK; INCLUDING PAPERWORK /REPORTS ARE CORRECTLY SUBMITTED FOR CLOSE OUT.**
15. REVIEW OF CONTRACTOR PAYMENTS:
 - **90% OF MONTHLY ESTIMATES**
 - **10% RETAINAGE**
16. PERMIT FEES AND ZONING FEES: Building permits and zoning permits may be required for each building. Contractor shall coordinate exact requirements with the County. Contractor shall pay for all fees. Questions regarding permitting may be directed to the permitting office; (704) 986-3765.
17. Sales Tax Information will be required.
18. Contractors will be required to read and sign the City of Albemarle Guidelines for Contracting and Risk Transfer before starting the project. (This document is included in the Project Manual).
19. Successful bidder is required to submit at the Pre-Construction Conference HUB Affidavit D “Portion of the work to be performed by HUB Firms” or HUB Affidavit E “Good Faith Effort”.

8 SCOPE OF WORK

Scope of work will consist of renovations and modernization of existing project and includes, but is not limited to, the following items:

- Provide all work related to the replacement of under slab and above slab sewer lines in Twenty-Two (22) apartments, including kitchen renovations, bath renovations, painting, sheet rock repairs, replace kitchen cabinets, counter tops, sinks, faucets, supplies and shut off valves, plumbing, mechanical and electrical and replacement of floor tile. Provide all work needed so that the apartments are ready for occupancy. Provide all work as indicated on the plans, in the project manual and as required by codes and the authority having jurisdiction.
- SPECIAL NOTE: **The Contractor is hereby notified that the work in each apartment is unique to that apartment, and Contractor must be aware of the importance of site visits to verify existing conditions.** This is due to past work by the Owner’s vacancy recycle/turn-over crews in some apartments where the crews removed large amounts of gypsum board, base and other items not

limited to but including some kitchen cabinets, bath demolition, saw cutting of slabs, removal of receptacle covers, devices, lights etc.; some of these items are still in the apartments and can be reused, such as smoke detectors, some of the light fixtures, cover plates etc.. In addition to the sewer work, there are plans for each apartment that describe the major differences in those apartments.

For the Scope at NC 75-1, Site B: The work includes but is not limited to the following for buildings in this contract.

1. Abate Asbestos containing items by removal of all floor tile and mastic on the first floor of all apartments in this contract, note some floors have two layers of vinyl floor tile. Abate any asbestos that will be disturbed as part of this contract. See separate report and abatement plan provided by owner's separate consultant. Contractor shall mark on the AS-BUILT PLANS, the locations of abatement (other than the first floor VAT and mastic) such as ceilings, walls etc. It is unknown if the prior work included any asbestos abatement; however, the Owner did perform clearance testing in preparation for this project, results are attached.
2. Some of the apartments have portions of the concrete slab saw cut and the slab removed and trenches partially excavated; the Contractor shall perform additional saw cutting and slab removal as needed to complete the under-slab sewer replacement. Other apartments have had no saw cutting performed; Saw cut existing concrete slab as needed to replace under slab sewer out to existing clean-out in front of buildings. Existing sewer piping in slab may be abandoned in place with open ends capped or removed by Contractor when not interfering with the work. All under slab sewer shall be replaced from the existing cleanouts in yard areas and above slab sewer waste piping (both cast iron and galvanized and some pvc piping) shall be replaced; however, dry cast iron vent piping may remain and be reused, support as needed. The Owner requires the use of true sweeps under the slab as opposed to angled pipe joints; this may require some additional slab cutting to be included in the Base Bid. Provide new Schedule 40 PVC sewer drain piping, all joints shall be glued with purple glue or other color approved by building inspector (clear glue not permitted).
3. Open existing walls and ceilings as needed to replace all above slab sewer drain piping except that dry cast iron vent piping may remain and be re-used. Provide new Schedule 40 PVC sewer drain piping with all joints glued with purple glue. Note, in some units the Owner has removed gypsum board from floor up to 48" on both first and second floors and in some areas, it is removed from floor to ceiling, the base was also removed in some apartments. Some apartments have not had any base or gypsum board removed.
4. In some apartments, the baths have been gutted or partially gutted and at others no work has been performed at this time; see individual plans and visit site to determine full work to be required. The Owner wants to renovate all baths in this contract, both first and second floors. Contractor must review the plans for each apartment as well as visit the site to determine the work required for each unit. At all apartments in this contract, remove and replace ceramic floor tile and base, water closet, remove lavatory and provide new vanity with solid surface top, faucet, supplies and shut off stops. Remove and replace tub and tub surround, provide new curtain rod and other toilet accessories. Remove and replace tile wainscot along with mounting rail and toilet accessories. Remove and replace light over medicine cabinet and remove and replace medicine cabinet.
5. At all apartments in this contract at the 1st floor, remove and replace ceramic floor tile and base, water closet, remove lavatory and provide new vanity with solid surface top, faucet, supplies and shut off stops. Remove and replace tub and tub surround, curtain rod and other accessories. Remove and replace tile wainscot along with mounting rail and toilet accessories. Remove and replace light over medicine cabinet and remove and replace medicine cabinet.
6. At all washer box locations, replace drain line up to box and provide new washer box with 1/4 turn shut off valves. Provide fire rated box when washer box is in a party wall. See individual plans for work prior performed in individual apartments.
7. At the kitchens, some work has been performed in some apartments, including the removal of all or partial removal of kitchen cabinets, see individual plans and visit apartments to confirm extent of work performed and work required to complete the project. At the kitchens, unless otherwise noted on the plans, remove and replace kitchen cabinets, countertops, stainless steel sinks, kitchen faucet, supplies and shut off stops. Remove and replace vented range hood, provide range hood fire extinguishers and

install in new range hoods. The Owner has elected to keep and reuse some wall cabinets where noted; the Contractor shall clean sand and refinish (stain), provide new cabinet hardware and reinstall the cabinets, make repairs to replace doors as needed, a price may be provided to replace the wall cabinets in lieu of cleaning and refinishing. Some apartments have new cabinets and they are to be reused and / or modified as noted on the plans.

8. Replace all toilet flanges.
9. After new sewer pipe is in trench, replace and compact fill, provide #5 pins at 24" alternating sides in existing concrete, provide new termite treatment to trench, 8 mil vapor barrier and replace concrete.
10. Note that water sometimes runs under slab near sewer and Contractor must set saw to depth of concrete so as to not cut water or power lines. Contractor shall repair at his expense any cut lines. There are two damaged water lines (copper) that the Contractor shall repair under the Base Bid. The Owner requests an alternate to replace under slab water lines, using continuous pex (no joints under the slab) up to the existing water cut-off inside the apartment and to replace the existing valve.
11. A great deal of sheet rock has been removed by the prior work, Contractor shall provide new gypsum board at those locations, tap and finish, prime. All holes in walls, ceilings are to be patched, nail holes and bad patches to be mudded, sanded, primed. At locations where gypsum board has not been removed to access the sewer, remove sheet rock from walls as needed to access above slab sewer lines and replace gypsum board, sand, prime and paint two coats. Paint the entire apartment all areas inside including all closets, shelves, trim, refinish stair treads/risers etc.
12. Contractor shall visit all apartments prior to bid to verify existing conditions which vary. Patch any damaged sheet rock or replace any sheet rock that has been previously removed.
13. At the first floor of all apartments, the Contractor shall remove the existing floor tile and provide new glue VCT flooring and provide new vinyl base. Provide an alternate price to use new wood base and shoe.
14. At the second floor of some apartments the prior work included removal of sheetrock and base. At the second floor of all apartments, the Contractor shall clean and wax existing VCT to remain and provide patching of missing or damaged tiles, see unit prices. At the second floor, the existing vinyl base shall remain (when present) except Contractor shall re-glue as needed and replace any missing sections, when the base has been removed, Contractor shall provide new vinyl base.
15. Some apartments have existing whole house ceiling fans and at those apartments in the contract, provide an alternate price to remove existing ceiling fan and controls on wall and patch ceiling and wall. Note the existing stipple ceiling may contain asbestos, see separate report by Owners separate consultant. Patch to match existing ceiling.
16. Past work included the removal of some water heaters, see individual plans. At apartments noted on the plans, remove and replace existing water heater providing new water heater, new aluminum pan and new expansion tank. Where plans call for existing water heater to remain, Contractor shall provide new expansion tank.
17. The range and refrigerator will be replaced by the Owner.
18. The smoke detectors in the apartments were replaced in the last 2 to 3 years and shall be reused. Some of the detectors were removed during the prior work and are still located in the apartment, Contractor shall reinstall. Provide a unit price to replace detectors prior removed and not left in the apartment.
19. Contractor shall clean all screen entry doors, pressure wash door and porches and exterior.
20. Contractor shall clean and paint all existing mail boxes at porches (black).
21. Contractor shall clean and paint all steel porch columns (color selected by Owner).
22. Contractor shall replace existing bath exhaust fans. Some exhaust fans are piped with galvanized duct thru roof and others are piped with vinyl flexible duct to just below the ridge vents, provide a unit price to replace the vinyl flexible duct with new 4" rigid galvanized duct and vent thru roof, flash.
23. Contractor shall replace existing bath ceiling light fixtures and lav light fixture.
24. Pressure wash the front porch and exterior walls.
25. Contractor shall visit all apartments in the contract prior to bid to verify existing conditions which vary apartment to apartment.
26. Contractor shall review photo scope of work for additional work items; Project Manual Section 011007C – Photo Scope of Work.
27. Contractor shall complete all work noted on the plans, in the project manual and as required by codes and the authority having jurisdiction.

9 PRE-BID MEETING NOTES

GENERAL REVIEW OF ADMINISTRATION REQUIREMENTS AND THE SCOPE OF WORK AND ANY QUESTIONS REGARDING THIS PROJECT.

1. VISIT THE SITE TO ALLOW CONTRACTOR ACCESS TO THE UNITS. FUTURE ACCESS TO THE INTERIOR MUST BE COORDINATED WITH **PEDRO MINCITAR AT THE HOUSING AUTHORITY; (805) 363-0149 OR PMINCITAR@CI.ALBEMARLE.NC.US**
2. A project superintendent must be on site at all times any work associated with this contract is being performed. The Project Superintendent will provide overall project oversight, providing guidance and assistance to its Sub Contractors.
3. A Photo Scope of Work is included in the Project Manual, starting on Page 6276-201.
4. The Owner will release **ALL** apartment units to the contractor for construction in One Phase. Contractor shall coordinate his schedule with the Owner. The Contractor shall work with other Contractors to maintain a coordinated schedule. Failure to maintain a coordinated schedule or a failure to work with Owner and other Contractors to complete the work in a timely manner (as determined by the Architect or Owner) will be a suitable cause for finding the Contractor in default of the Contract.

All units shall be given to Contractor at one time; all will be vacant.

5. There is a separate Hazardous Materials Manual which includes documents provided by the Owner's separate environmental consultant:
 - A. Lead-Based Paint Inspection Report
 - B. Asbestos Inspection Report
 - C. Asbestos Abatement Project Design for Class I, II, and III Regulated Friable Removals
 - D. Asbestos Abatement Project Design for Class II Work Portion Only
 - E. Target Asbestos Dust Wipe Sampling Letter

10 DISCUSSION ITEMS

1. Request made to push bid date back 2 weeks. Owner agreed; new bid date will be Tuesday, December 9, 2025.
2. A question was raised about range hoods. On some unit plans, there is a note (4) "Existing range hood and stainless steel splash at range remains. Remove and provide new vented range hood and stainless steel splash at range location". The intent is to inform Bidders that at some apartments, the old range hood and stainless steel splash are still in place and need to be removed and new hood hoods and splashes provided; the intent is to advise Bidder of varying existing conditions. All kitchens are to get new range hoods and stainless steel splash.
3. The Department of Public Housing requests that work hours be 8am to 5pm, Monday to Friday. The Owner may consider some Saturday work on a case by case review but prefers that work be done during normal work week.
4. New ranges and refrigerators will be provided by the Department of Public Housing.

5. Hazardous Materials – During prior demolition by Owner’s vacancy prep crews, the abatement actions are unknown; however, the Owner had post asbestos clearance testing performed so that conditions are known to Bidders. Two (2) apartments failed the clearance test and anyone entering those Two (2) apartments enters at their own risk; prior to the abatement contractor in this contract completing additional abatement (in all units in contract) and passing clearance testing. This Contractor shall his abatement SubContractor clean these Two (2) apartments as part of his Scope of Work. Removal of first floor VCT is expected to disturb Asbestos Containing Materials and will occur in all units. Ceiling spray texture contains asbestos and is only to be abated when it is disturbed.
6. In discussion with the local building inspector; when demolition includes the removal of sheetrock that exposes unsafe conditions, they are to be brought up to code. See example in paragraph below.

Prior demolition has exposed some party walls below the stairs; some of which are wood stud without sheet rock; at these locations (see Plans for prior removal of sheetrock), include in the Base Bid the providing and taping of 5/8” Fire Rated Sheetrock. When the wall is not opened then the Contractor is not required to address the party wall. A similar condition is expected to occur when kitchen cabinets are back to back at the party wall; Contractor shall expect that the sheetrock is missing or has large holes in it and shall include in the Base Bid the providing and taping of 5/8” Fire Rated sheetrock.

The original construction did not have penetrations in the top plate sealed; for wiring, piping penetrations, etc. The Building Inspector will require that penetrations be fire caulked when the wall has had sheetrock removed or will have it removed; include the fire caulking in Base Bid but note the Building Inspector does not require fire caulking where sheetrock is not otherwise removed to complete the work.

7. Where the walls are opened and expose electrical wiring, repairs and termination of wiring shall be per 2020 NEC per the Building Inspector.

In the past several things have happened that leaves some wiring that was abandoned. For example, at one point units may have had electric ceiling heat that was abandoned and some whole house fans were removed with wire abandoned in wall, and some are still in place and operational; at these types of locations verify wire is abandoned or intended to be reused; when abandoned, terminate wiring per 2020 NEC in Base Bid.

Some wires were left hanging and were hot; check all exposed wiring and reconnect as needed.

8. The units originally had hardwired smoke detectors in the hall areas and in last Five (5) years, the Owner had additional battery only detectors installed; it is assumed that they were installed in accordance with codes and that they were approved by Building Inspections at that time (not confirmed).

The intent is that when prior or current demolition removes a detector to remove ceiling to access plumbing or replace the living room ceiling that the same detector will be reinstalled at same approximate location and that location would be per NFPA.

9. At 414 South Bell: replace Four (4) brick at entry door rowlock.

Comm. No. 6276
 Replace Under Slab – Above Slab Sewer, Kitchen / Bath Renovations
 City of Albemarle, Department of Public Housing
 City of Albemarle Bid Number 2026-02
 CFP NC 75-501

Date: 11/13/2025
 Time: 9:00 AM

Location: City of Albemarle,
 Dept. of Public Housing
 300 S Bell Avenue
 Albemarle, NC 28801

**PRE-BID CONFERENCE
 PARTICIPANT SIGN-IN SHEET**

**Attendees are requested to write legibly. Failure to write legibly may result in emails not being added to contact list.
 Attendees may leave business cards to be scanned.**

PRESENT	NAME	ORGANIZATION	POSITION	E-Mail	TELEPHONE #
	Crystal Hawks	Hawks Builders	OMA	Crystal@hawksbuilders.net	910 895-7070
	Evran Hawks	Hawks Builders	owner	evran@hawksbuilders.net	910 895-7070
	Steve Moss	Liberty Solutions	PM	SMOSS@LSCAROLINAS.COM	704-309-1288
	JACK Furr	Liberty Solutions	owner	JFurr@LSCAROLINAS.COM	704 309 0250
	Dominic Hamilton	Hence	Owner	Dominic@Hence.com	704 699-6625
	Austin Kay	Hence	PM	austin@hence.com	704 984-3500
	Kyle Marks	Hence	owner	Kyle@hence.com	74-322-926
	Chill McElroy	Construction Concepts	owner	Construction Concepts Dmcray@gmail.com	734-7112 478-8172
	Josh Jones	Carolina HVAC Plumbing LLC	Owner	Josh@Carolina-HP.com	336-390-7442
	Pender Miller	Housing	City, Dept of Housing		

Stogner Architecture, PA

ARCHITECTURE - PROJECT MANAGEMENT - DESIGN BUILD

615 East Broad Avenue
 Rockingham, North Carolina 28379

910-895-6874
 910-895-1111

Comm. No. 6276

Replace Under Slab - Above Slab Sewer, Kitchen / Bath Renovations
City of Albemarle, Department of Public Housing
City of Albemarle Bid Number 2026-02
CFP NC 75-501

Date: 11/13/2025
Time: 9:00 AM

Location: City of Albemarle,
Dept. of Public Housing
300 S Bell Avenue
Albemarle, NC 28801

**PRE-BID CONFERENCE
PARTICIPANT SIGN-IN SHEET**

**Attendees are requested to write legibly. Failure to write legibly may result in emails not being added to contact list.
Attendees may leave business cards to be scanned.**

PRESENT	NAME	ORGANIZATION	POSITION	E-Mail	TELEPHONE #
	WAYNE STOGNER	STOGNER ARCH	ARCHITECT	wstogner@stognerarchitecture.com	910 895 6874
	WARREN RHODES	CITY			
	PEDRO MINCHETA	HOUSING DEPT,	MAINTENANCE		805-363-0149
	KIM Speights	CITY	FINANCE		
	NOT AT MEETING				
	CLIFF McCLAIN	CONSTRUCTION CONCEPTS & DESIGN	GC	cmvconcept@concoDESIGNS.com	704-612-9707
LATE	VALERIE GREENE	C & G RENOVATION SOLUTIONS		VALERIE@CGRENOVATIONSOLUTIONS.COM	704-604-9360
LATE	TBL JADA MULLIGEN	TBL CONSTRUCTION CONSULTANT		admin@thebizlady.com	980-287-6100

NOT present at Meeting. NOT Present AT MAJORITY OF SITE
Stogner Architecture, PA
VISIT

ARCHITECTURE - PROJECT MANAGEMENT - DESIGN BUILD

615 East Broad Avenue
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C&G Renovation Solutions

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NOT AT MEETING

NOT AT MEETING

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General Contractors



NOT AT MEETING

- @concodesigns
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IT TAKES A TEAM TO BUILD TOMORROW, TODAY

www.concodesigns.com

Email- cmyconcept@concodesigns.com



At locations at party wall where sheetrock has been or will be removed, provide 5/8" firerated sheetrock where none exist. This is area under stairs.



Make connections per 2020 NEC

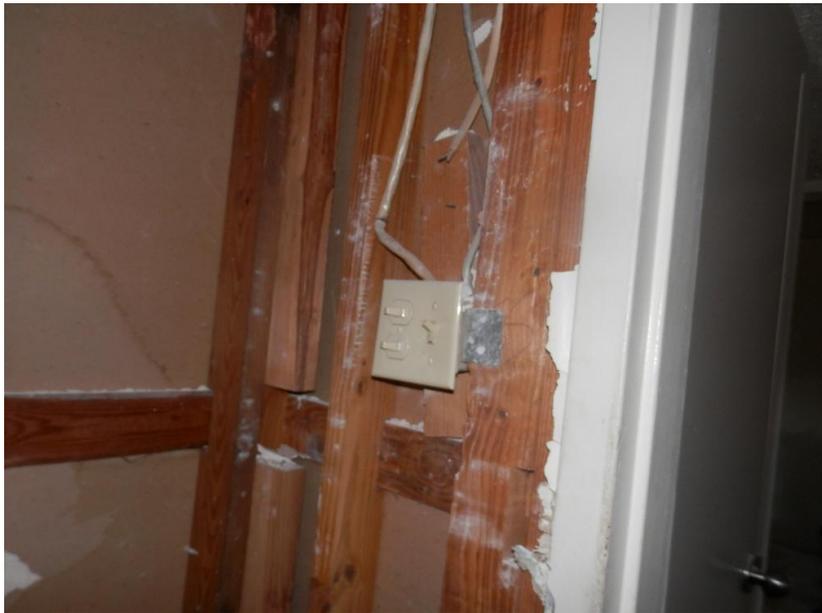
Albemarle Dept. of Public Housing

Sewer Line Replacement / Kitchen/Bath

Albemarle Project 2026-02 / Project 6276

DATE :

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Terminate abandoned wiring per 2020 NEC, typical.



At locations where kitchen cabinets are at party wall, contractor shall assume that there are multiple holes in the rated party wall. Provide 5/8" firerated sheetrock patch. Reroute plumbing per scope.

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Cabinets butt to party wall, part of sheetrock missing, assume this is typical condition and patch/replace. Use 5/8" fire rated sheetrock, tape joints.



Loose wires appear to be abandoned, check and confirm.
Terminate per 2020 NEC

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