SHARON ELEMETARY
INSTRUCTION TO BIDDERS

UPDATED 3/20/20
Due to the circumstances with the Covid-19 virus some amendments have been made to the Pre-Bid and Bidding procedures.

UPDATED 3/27/20

In order to submit a sealed bid for the project and accordance with the N.C. General Statute 143-129, all bidders must be pre-qualified by the Construction Manager. All 1st tier subcontractors or suppliers are required to complete the pre-qualification process. This pre-qualification process requires 1st tier subcontractors or suppliers to complete a Samet Prequalification Package for review and approval by Samet. Interested bidders should contact Samet team member Ryan Jones if interested in obtaining the pre-qualification paperwork at 704-731-8707 or rjones2@sametcorp.com. All completed Prequalification Forms must be emailed back to Ryan Jones at: rjones2@sametcorp.com.

Project Description: The design is scheduled to complete spring of 2020 and construction and occupancy August 2021. The project will include a 16-classroom addition. The project will create a new addition to the second building, consisting of 16 new classrooms and support spaces including a multipurpose room, tutoring rooms, and a satellite resource room. This addition will provide an additional 24,900 square feet. The project will also expand the existing dining area to accommodate the increase in student population. The dining addition/renovation will provide up to an additional 1,900 square feet.

BID – CHANGES

~~Additional information will be communicated regarding the Bid Openings.~~
Our team will encourage those to attend the live Webinar for the Bid Readings.

Samet requests that bidder who want to be in person rsvp to rjones2@sametcorp.com.

Samet Corporation will accept sealed bids for the Renovations & Addition to Sharon Elementary School for Charlotte Mecklenburg Schools. Sealed bids will be received, publicly opened, and read aloud at **Renaissance Charlotte SouthPark Hotel**
Located at: 5501 Carnegie Blvd, Charlotte, NC 28209
Conference Room: **C/D**
Informal bids are due on Tuesday, April 07, 2020 by 3:00 PM EST.
Formal bids are due on Tuesday, April 07, 2020 by 3:00 PM EST.

Bid Drop Off (See attached map)
Bids dropped off as follows:

- Bids will be collected outdoors at the Renaissance Charlotte South Park
- Between the hours of 1:00 PM and 3:00PM.
- A drive up / drop off will be provided at the Samet Tent located at the side driveway.

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Bid Opening

Bids will be opened in the order on attached schedule.

Electronic Viewing

The Bid Opening will also be live broadcast via the webinar below. You must register in advance and we also suggest downloading the information to your calendar.

Register in advance for this webinar:
https://sametcorp.zoom.us/webinar/register/WN_ulAAi_YoQUC9bbtKEXQ6yQ

In Person Bid Opening

Bids will be read aloud in Conference Room C/D

Any person wanting to be present must register by emailing Ryan Jones at rjones2@sametcorp.com no later than Friday April 3, 2020. Please provide trade packages for which you are requesting to be in attendance. Any persons running a fever, experiencing any flu-like symptoms or known to have been exposed to the COVID-19 virus are prohibited from attending in person.

We are strongly encouraging that you attend via live broadcast only.

Due to the Mecklenburg County and the City of Charlotte Joint Stay at Home Proclamation effective March 26, 2020 all public and private gatherings of more than 10 people are prohibited. No more than 10 people, including Samet team members, will be permitted in the bid opening room at one time.

In order to comply with this Proclamation:

- You may only be present for the Trade Package(s) for which you have pre-registered to attend in person.
- Registered in person attendees will need to check in at the Samet Tent. Any persons exhibiting any flu-like symptoms will be prohibited from entering the room.
- Attendees will que near the back-entrance door to the Conference room adhering to the required six feet of social distancing.
- A Samet Employee will advise attendees to enter the building prior to the reading of the trades package(s) for which they have registered to be present.
- We ask that all Attendees exit the back entrance upon the completion of trade packages readings for which they were present.

PRE-BID MEETING – CHANGES

Pre-Bid Meeting: A non-mandatory Pre-Bid Meeting is scheduled for available bid packages:

Location: **WEBINAR**

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Register in advance for this webinar:
https://sametcorp.zoom.us/webinar/register/WN_lHQ0gKOWRdGcOA53L0rzog

After registering, you will receive a confirmation email containing information about joining the webinar.

Date: Wednesday, March 25, 2020, 4:00 PM.

All Subcontractor RFI are due by Thursday, March 26, 2020, 12:00 PM.

SITE VISITS:

Site Visits will be scheduled upon request. CMS will allow small groups (5 and less) to visit the school. These will be scheduled with the availability of CMS.

Samet requests that bidder who would like to schedule a site visit to SUBMIT A REQUEST to rjones2@sametcorp.com by March 26, 2020 @ 9:00 AM.

Bid Documents: Bid documents will be available for inspection during business hours from March 16th, 2020, until bids are opened at the following location:

1. **Richa Online Plan Room:**
   https://planroom.richa.com/PNonline/viewdetails.asp?a=details&prid=4099

2. **Samet Website:** https://www.sametcorp.com/subcontractors/open-bids/?r1

Additionally, in accordance with General Statute 143-128.2, Samet is specifically encouraging participation of Minority, Women, Small Owned Business Enterprises on this project. Our project goals for participation of certified MWSBE firms are 10% MBE, 6% WBE, and 5% SBE. Each pre-qualified bidder shall make a good faith effort to recruit and select MWSBE companies to participate in this project. As part of the requirements for submitting a bid, each pre-qualified bidder must submit the proper documentation substantiating their adherence to the requirements depicted within N.C. General Statue 143-128.2 and the bid documents. Bidders who fail to submit the required documents with their bid may result in their bid being rejected by the Construction Manager.

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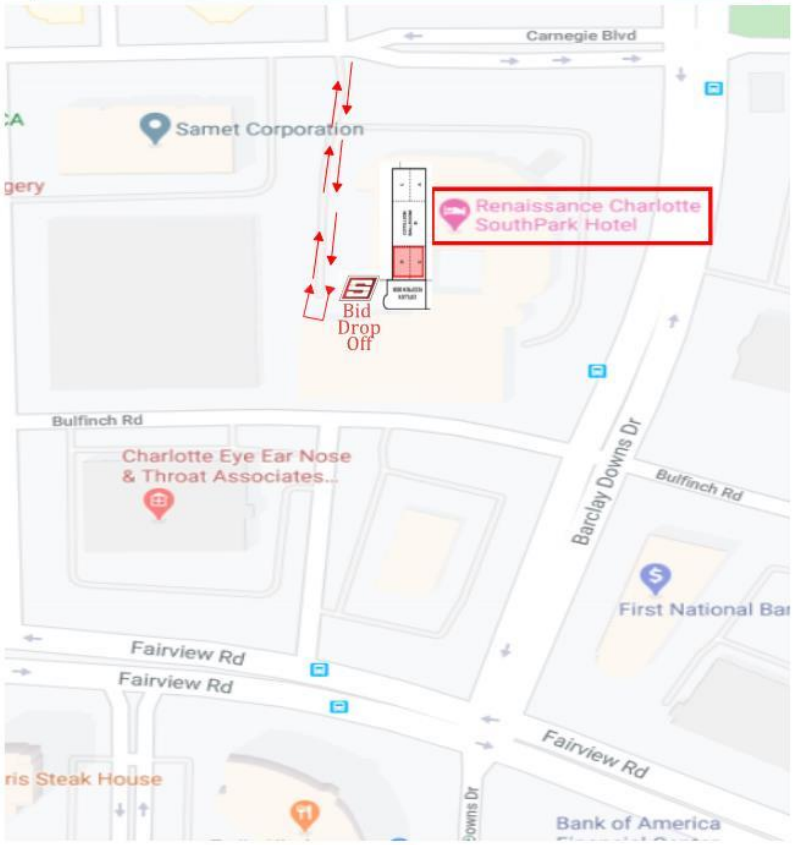
MAP LOCATION FOR BID OPENING

Renaissance Charlotte SouthPark Hotel
Located at: 5501 Carnegie Blvd, Charlotte, NC 28209