



ADDENDUM NO: 01

GoTriangle
GoTriangle Durham Solar Bus Stop LED Standalone Lights
IFB NO. 24-003
Questions and Answers / Pre-Bid Meeting Minutes

Pre-Bid Minutes

Date/Time: February 6, 2024 at 9am ET

Attendees were reminded that remarks, explanations and information listed on the agenda or other documents at this meeting shall not qualify or revise the terms of the contract, unless written correspondence and an addendums transmitted by William Bryant, Procurement Administrator.

- I. Opening Remarks and Introductions:
 - a. William Bryant, Procurement Administrator
 - b. Attendees:
 - i. GoTriangle Staff – William Bryant, Procurement Administrator; Willie Reid, Construction ManagerBong Vang, Senior Engineer Design
 - ii. Eric Baynor, Baynor Construction Inc.
 - iii. Avi Brand, Dorian Pappas, Yunex Traffic
- II. Procurement Overview
 - a. Potential bidders are encouraged to visit the GoTriangle website to down load the stand alone solar light IFB and register. If GoTriangle issues an addendum to for the solar bus stop LED standalone lights, then the vendor/firm will be notify. GoTriangle will not individually contact each vendor/firm to inform them of the addendum.
 - b. Questions Due: Questions are due not-later-than 4:00 p.m. on February 8, 2024
 - c. Responses will be posted February 9, 2024
 - d. Bid Due Date: Bids are due not-later-than 10:00 a.m. EST on February 16, 2024
 - e. Public Bid Opening (Microsoft Teams): February 16, 2024 at 11:00 p.m. EST
 - f. No electronic bid. All bids must be delivered to William Bryant and received by 10am E.T. February 16, 2024.
 - g. Procurement Phase Communications
 - i. Prior to Contract Award and Notice-to-Proceed (NTP): All questions and communication should be directed at the attention of William Bryant.
 - ii. Procurement Addenda: Notifications shall be issue via addenda and shall be publish on the GoTriangle website.
 1. Please monitor the GoTriangle website for addenda until bid date.
 2. Contractor must acknowledge addenda.
 - iii. Contractor is reminded to look at the proposed schedule on the solicitation under 4.4 Schedule of events.

III. Solar Bus Stop LED Standalone Lights: Bong Vang

a. Scope of services:

- i. All vendor/firms are reminded to read over the scope of services.
- ii. Period of Performance will be conducted in 3 phases. The purchase order/NTP will be issue and the vendor/contractor must provide the number of solar lights as indicated in the period of performance.
- iii. The Solar bus stop LED stand along lights must meet the performance specifications. T
- iv. The the solar light individual package and have everything in that package in order to install the solar light.
- v. The solar light will have 2 color: traffic black finish and aluminum white finish. These colors are based on the Brasco International Bus Shelter colors as a point of reference.
- vi. The entire system must be color coded: the solar light and the pole.

b. **Delivery of the Solar Lights (WE DID NOT DISCUSS THIS DURING THE MEETING. WE WANTED TO BRING THIS TO THE ATTENTION OF ALL VENDORS/CONTRACTORS/FIRMS BIDDING ON THE SOLAR LIGHTS)**

- i. **Upon Notice to Proceed, vendor shall prepare the shipment and offload at the GoTriangle facility at 324 West Lane Street, Raleigh, NC.**
- ii. **Each unit shall be packaged as a self-contained unit, complete with all of the parts to assemble as a kit.**
- iii. **The vendor is responsible for offloading from delivery vehicle and storing the materials inside the building as directed by GoTriangle.**
- iv. **See aerial photo at <https://goo.gl/maps/354sric4sNM2>.**
- v. **Vendor will notify Willie Reid, GoTriangle (336-340-6135) WReid@gotriangle.org and Frederick Ferrell (919-417-6377) FFerrell@gotriangle.org 48 hours prior to delivery.**
- vi. **Attention:**

**Willie Reid, GoTriangle
GoDurham c/o GoTriangle
324 West Lane Street
Raleigh, NC 27603**

c. **Stand alone Solar Lights additional documentations (WE DID NOT DISCUSS THIS DURING THE MEETING. WE WANTED TO BRING THIS TO THE ATTENTION OF ALL VENDORS/CONTRACTORS/FIRMS BIDDING ON THE SOLAR LIGHTS): Please submit with your bid the following:**

- i. **List of References of bus stop agency that have used your solar light**
- ii. **Cut sheet**
- iii. **Specifications**
- iv. **Catalog of your product**
- v. **Relevant information on your standalone solar light for bus stops**
- vi. **Safety aspect of your product**

- d. Any questions/comments to the bid documents should be in writing and provided to GoTriangle and we will respond in writing.

IV. Proposed Schedule for this project:

a. Period of Performance

- i. Period of Performance conducted in 3 phases. The purchase order/NTP will be issue and the vendor/contractor must provide the number of solar lights as indicated in the period of performance (reference bid documents for actual dates/duration).

- b. Schedule
 - i. February 8, 2024 – Email questions
 - ii. February 9, 2024 – Response due
 - iii. February 16, 2024 – Bids are due
 - iv. February 12-23, 2024 – Bids are evaluated
 - v. TBD, 2024 Review and selection committee recommends award to the CEO to execute contract with the recommended submitter. This time frame includes the mandatory five day bid protest period.
 - vi. TBD – GoTriangle Board of Trustees authorizes the CEO to execute contract with the recommended submitter. Please note: authorization by the GoTriangle Board of Trustees to proceed with contract award is not required if the lowest responsive and responsible bid amount does not exceed \$499,999.
 - vii. TBD, 2024 – Issue Notice of Award
 - viii. TBD – Enter into contract with awarded firm
 - ix. TBD – NTP
- V. Questions & Answers:
 - VI. Question:
 - VII. Does the project not only include the procurement, but also the installation of the LED lights? Is that the case?
 - VIII. Response:
 - IX. Reference Section 2. Scope of Work and attachment B. in the bid documents.
 - X.

Note: All Terms and Conditions Remain Unchanged