

# NOTICE TO BIDDERS

Sealed proposals will be received by Randolph County Administration on **Thursday, June 29, 2023 at 3:00 pm** at the Randolph County Historic Courthouse, 2nd Floor, 145 Worth Street, Asheboro, NC 27203; attn: Lisa Garner, Purchasing Officer; up to and immediately thereafter publicly opened and read for the furnishing of labor, material and equipment entering into the construction of

Randolph County Historic Courthouse  
Museum Renovation & Elevator Addition

Selective demolition, renovation, and elevator addition to historic County Courthouse building  
with associated site work

Bids will be received for single prime contract. All proposals shall be lump sum.

### **Pre-Bid Meeting:**

An open pre-bid meeting, **mandatory for all General Contractors** interested in bidding, will be held on **June 14, 2023, at 2:00 pm** at Randolph County Historic Courthouse, 2nd Floor, 145 Worth Street, Asheboro, NC 27203. The meeting will address project specific questions, issues, bidding procedures and bid forms.

The meeting is also to identify preferred brand alternates and their performance standards that the owner will consider for approval on this project.

In accordance with General Statute GS 133-3, Specifications may list one or more preferred brands as an alternate to the base bid in limited circumstances. Specifications containing a preferred brand alternate under this section must identify the performance standards that support the preference. Performance standards for the preference must be approved in advance by the owner in an open meeting. Any alternate approved by the owner shall be approved only where (i) the preferred alternate will provide cost savings, maintain or improve the functioning of any process or system affected by the preferred item or items, or both, and (ii) a justification identifying these criteria is made available in writing to the public.

In accordance with GS133-3 the following preferred brand items are being considered as Alternates by the owner for this project:

Alternate G-5: Preferred brand alternate for Door Hardware

Justification of any approvals will be made available to the public in writing no later than seven (7) days prior to bid date.

Complete plans, specifications and contract documents will be available in the plan rooms of the Associated General Contractors, Carolinas Branch, Raleigh, in the local North Carolina offices of McGraw-Hill Dodge Corporation, and in the Eastern Regional Office of Reed Construction Data in Norcross, GA and in Minority Plan Rooms:

Hispanic Contractors Association of the Carolinas (HCAC) in Winston-Salem, Charlotte and Raleigh Areas – 877-227-1680

NCIMED Plan & Resource Center, 114 West Parrish Street, 6<sup>th</sup> Floor, Durham, NC 27701, 919-956-8889 or 919-287-3036

or may be obtained from Accent Imaging's Planscope Planroom System available at [www.planscope.com/public.php](http://www.planscope.com/public.php) 8121 Brownleigh Drive, Raleigh, NC 27617 (919) 782-3332 upon deposit of **\$175** in cash or certified check. The full plan deposit will be returned to those bidders provided all documents are returned in good, usable condition within ten (10) days after the bid date.

**NOTE:** The bidder shall include with the bid proposal the form *Identification of Minority Business Participation* identifying the minority business participation it will use on the project and shall include either Affidavit A or Affidavit B as applicable. Forms and instructions are included within the Proposal Form in the bid documents. Failure to complete these forms is grounds for rejection of the bid. (GS143-128.2c Effective 1/1/2002.)

All contractors are hereby notified that they must have proper license as required under the state laws governing their respective trades.

General contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina, will be observed in receiving and awarding general contracts. General contractors submitting bids on this project must have license classification for Building Contractor, as set forth the license classification required by the NC General Contractors Licensing Board under G.S. 87-1

Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company, insured by the Federal Deposit Insurance Corporation, of an amount equal to not less than five percent (5%) of the proposal, or in lieu thereof a bidder may offer a bid bond of five percent (5%) of the bid executed by a surety company licensed under the laws of North Carolina to execute the contract in accordance with the bid bond. Said deposit shall be retained by the owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

A performance bond and a payment bond will be required for one hundred percent (100%) of the contract price.

Payment will be made based on ninety-five percent (95%) of monthly estimates and final payment made upon completion and acceptance of work.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

### **Important Dates:**

<b>Issue Date:</b>	June 1, 2023
<b>Mandatory Pre-Bid Meeting:</b>	June 14, 2023, 2:00 pm Randolph County Historic Courthouse 2 <sup>nd</sup> Floor 145 Worth Street Asheboro, NC 27203
<b>Final Date for Written Questions:</b>	June 20, 2023, 3:00 pm
<b>Final Date for Addenda Posting:</b>	June 22, 2023
<b>Deadline for Submitting Bids:</b>	June 29, 3:00 pm
<b>Bid Opening Location:</b>	Randolph County Historic Courthouse 2 <sup>nd</sup> Floor 145 Worth Street Asheboro, NC 27203
<b>Anticipated Award Date (tentative)</b>	July 11, 2023

**Award of this bid will be contingent upon approval by the Randolph County Board of Commissioners.**

Randolph County reserves the right to award and/or reject any and/or all bids and waive any technicalities or irregularities. This contract will not be awarded solely on the basis of cost. Rather the contract for this project will be awarded to the lowest responsible, responsive bidder, taking into consideration quality and performance.

Bidders submitting bids shall be screened to determine if the Bidder has any delinquent financial obligations (taxes, fees, etc.) to Randolph County Government and to determine if the Bidder is listed as debarred by state or federal government. A finding of debarment or delinquency shall disqualify the Bidder from consideration.

The bid may be **mailed** to:

Lisa Garner  
Purchasing Officer  
Randolph County Administration  
McDowell Road  
Asheboro, NC 27205

The bid may be **hand delivered** to the below address on the opening date **after 3:00 pm and prior to time of the bid opening:**

Randolph County Historic Courthouse  
2<sup>nd</sup> Floor  
145 Worth Street  
Asheboro, NC 27203

In order to be considered for selection, bids must be received by the date, time and place previously outlined. The bidding process will be considered closed at **3:00 pm**. Failure to meet this deadline will disqualify the bidder. Randolph County is not responsible for nor will any allowances be made for bids received after this time and date for any reason, e.g., carrier delays.

TELEPHONE BIDS AND/OR FAXED BIDS **CANNOT** BE ACCEPTED. All bids submitted must be typed or written in ink and signed by the bidder's designated representative.

No responsibility shall be attached to the County for the premature opening of any bid that is not properly addressed or identified.

**Request for Clarification:**

Any inquiries, clarifications, or interpretations regarding this RFB should be directed in writing to:

Chevon Moore  
Hobbs Architects  
[cmoore@hobbsarchitects.com](mailto:cmoore@hobbsarchitects.com)  
919.545.2004, ext 103

Responses to inquiries that affect the content of this RFB will be provided in writing to all Bidders on the bidders list for this RFB. It is the responsibility of each Bidder to inquire about any aspect of the RFB that is not fully understood or is believed to be susceptible to more than one interpretation. **The architect will accept only written inquiries regarding this RFB until June 20, 2023, 3:00 P.M.** All times listed are understood to be Eastern Standard Time unless

otherwise noted. Response to these requests will be addressed through an addendum to this RFB. The County's interpretation of the RFB shall be controlling in all cases.

### **Addenda:**

Any addendums to the conditions and/or specifications outlined in this document shall be in writing and will become part of this RFB and the contract. Information provided verbally outside these specifications shall not be binding. No oral statements, explanations, or commitments by anyone shall be of any effect unless incorporated into an addendum. All issued addendums will be forwarded to all the Bidders on the bidders list for this RFB. No addendum shall be posted after **June 22, 2023**

### **Bids Property of Randolph County:**

All bids submitted in response to this RFB become the property of the County once they are opened. All bids submitted and supporting material are a matter of public record.

### **Award:**

The award of this bid will not be based solely on lowest price. The award will be based and granted on "**BEST VALUE**". It is the intent of Randolph County to award the contract to the lowest responsive and responsible Bidder. The County reserves the right to determine the lowest responsive and responsible Bidder on the basis of an individual item, groups of items, or any way determined to be in the best interest of the County. Award shall be based on the following factors (where applicable):

Adherence to all conditions and requirements of the specifications.

- A. Price.
- B. Qualifications of the Bidder. In doing this the Bidder's past performance, general reputation, experience, being licensed; quality of product(s), service capabilities, and facilities will be reviewed.

Award of this contract based on "**BEST VALUE**" will permit and reflect prudent stewardship of public funds and trust. This project may require approval by the Randolph County Board of Commissioners.

### **Taxes:**

The Contractor has included in the Contract Price, and shall pay, all taxes assessed by any authority on the Work or on the labor and materials used therein. The Contractor shall maintain all tax records during the life of the Project and furnish the Owner with a complete listing of all taxes paid by taxing authority, invoice number, date, amount, etc. in a form acceptable to the Owner. The Contractor is required to maintain a file showing taxes paid on the Project for three (3) years after Final Payment or turn said documents over to the Owner for its files.

The following is a list of requirements to be followed by the Contractor in maintaining proper records and reporting the North Carolina Sales and Use Tax and Local Sales and Use Tax. The Contractor shall comply fully with the requirements outlined below, in order that the Owner may recover the amount of the tax permitted under the law.

- a) It shall be the Contractor's responsibility to furnish the Owner documentary evidence showing the materials used and sales and use tax paid by the Contractor and by each of its Subcontractors. Such evidence shall be transmitted to the Owner with each pay request regardless of whether taxes were paid in that period covered by the pay request.
- b) The documentary evidence shall consist of a certified statement by the Contractor and by each of the Contractor's Subcontractors individually, showing total purchases of materials from each separate vendor and total sales and use taxes paid to each vendor. Certified statements must show the invoice number, or numbers, covered, and inclusive dates of such invoices.
- c) Materials used from Contractor's or Subcontractor's warehouse stock shall be shown in a certified statement at warehouse stock prices.
- d) The Contractor shall not be required to certify the Subcontractor's statements.

Designer:  
Hobbs Architects, PA  
Chevon (File) Moore, Architect  
159 West Salisbury Street  
PO Box 1457  
Pittsboro, NC 27312  
(919) 545-2004

Owner:  
Randolph County  
Lisa Garner, Purchasing Officer  
725 McDowell Road  
Asheboro, NC 27205  
(336) 328-3000