



Invitation for Bid No. 2023-011

Union County Library Interior Renovation

Bid Due Date: January 12, 2023
Time: 3:00 PM Local Time
Receipt Location: Union County Government Center
Procurement Department
500 N. Main Street, Suite 709
Monroe, NC 28112

Non-Mandatory Pre-Bid Conference and Site Visit

Date: December 14, 2022
Time: 2:00 PM Local Time
Receipt Location: Union County Mail Public Library
316 E. Windsor Street
Monroe, NC 28112

Procurement Representative:

Vicky Watts
Senior Procurement Specialist
Procurement Department
(704) 283-3601
vicky.watts@unioncountync.gov

Prepared by:

Creech & Associates
1000 W. Morehead Street
Suite 120
Charlotte, NC 28208
(704) 376-6000

PROJECT MANUAL – CONSTRUCTION DOCUMENTS

UNION COUNTY LIBRARY INTERIOR RENOVATION

**Union County Main Public Library
316 E. Windsor Street
Monroe, North Carolina 28112**

Architect Project No. 2022-039



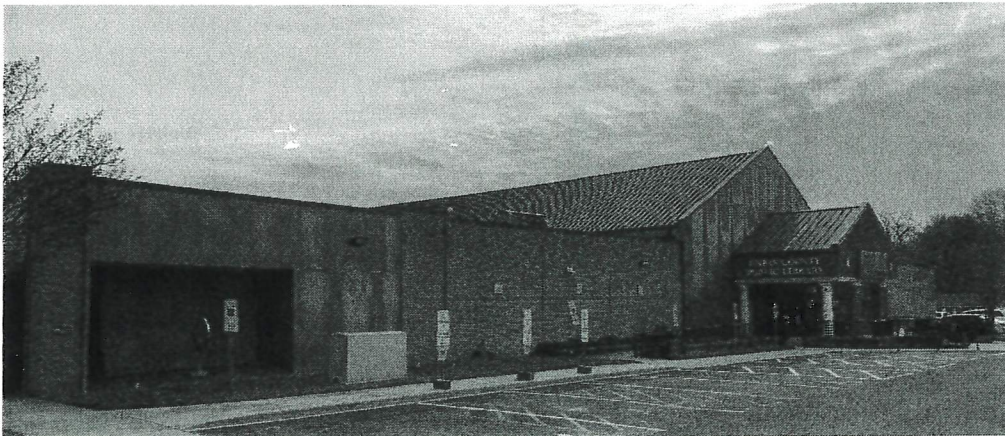
12-05-22

OWNER

UNION COUNTY
500 N. MAIN STREET
MONROE, NORTH CAROLINA

ARCHITECTS

CREECH & ASSOCIATES, PLLC
1000 W. MOREHEAD ST, SUITE 120
CHARLOTTE, NORTH CAROLINA 28208
PHONE: (704) 376.60



UNION COUNTY, NORTH CAROLINA

ADVERTISEMENT FOR BID

IFB #2023-011 Bid

Union County Library Interior Renovation

Sealed Bids for Union County Library Interior Renovation will be **received by the Union County Procurement Department until 3:00 PM local time on January 12, 2023**, at the Union County Government Center, Procurement Department, 500 N. Main Street, Suite 709, Monroe, NC 28112. Late bids will not be accepted.

If a Bid is sent by mail or other delivery system, the sealed envelope containing the Bid shall be enclosed in a separate package plainly marked on the outside with the notation "**BID ENCLOSED – 2023-011 Bid**" and shall be addressed to Union County Procurement Department, Vicky Watts, 500 N. Main Street, Suite 709, Monroe, NC 28112.

A Non-Mandatory Pre-Bid Conference and Site Visit will be held on **December 14, 2022, at 2:00 PM** local time at the Union County Public Main Library, 316 E. Windsor Street Monroe, NC 28112. Please check-in and remain at the front desk.

Scope of Work: Renovation of interior spaces at the offices and reading area. Work takes place entirely on the interior, with the exterior being completely out of scope.

The Work shall be completed in a single phase. The Work includes coordinating with Union County Facilities Department for access, security, and shut-downs.

All questions about the meaning or intent of the Bidding Documents are to be submitted in writing to the Procurement contact person listed on the cover page (vicky.watts@unioncountync.gov). Deadline for questions is 5:00 PM local time on December 27, 2022. Questions will be addressed via Addenda no later than 4 days prior to bid date.

The Issuing Office for the Bidding Documents is:

Creech & Associate
1000 W. Morehead St., Suite 120
Charlotte, NC 28208

Prospective Bidders may examine the Bidding Documents at the Issuing Office or at the Union County Procurement Office at 500 North Main Street, Suite 709, Monroe, NC on Mondays through Fridays between the hours of 8:00 am and 5:00 pm, and may obtain copies of the Bidding Documents as describe below.

For question concerning obtaining plans and specifications, please contact:

John Crawford
jcrawford@creech-design.com

Bidding Documents are available in electronic or printed form from Duncan-Parnell via their bid room <http://www.dpibidroom.com>. Registration with Duncan-Parnell is required to obtain the bid documents. There is no charge for registration. Printed hardcopies of the Bidding Documents can be ordered and shipped for an additional fee, which will depend on the number of sets, size of Drawings, applicable taxes, and shipping method selected by the prospective Bidder. The approximate costs of the Bidding Documents and shipping are non-refundable, and are as follows:

- Download (PDF) \$78.00 plus tax

Creech & Associates
Project #2022-039

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Union County Library Interior Renovation
Construction Documents 08-19-2022

- Printed Set: \$103.00 plus tax
- Printed Set and Digital Set \$128.00 plus tax

Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda if any, obtained from sources other than the Issuing Office or Duncan-Parnell.

Bids will be received for a single prime, lump sum Contract.

Bidders must have a license to do work as a contractor in the State of North Carolina, as set forth under Article 1 chapter 87 of the North Carolina General statutes. The bidder's North Carolina Contractor license number shall be designated on the outside of the sealed envelope containing the Bid.

Bidders are required to provide a non-collusion affidavit, as set forth in the bidding documents.

As provided by statute, a deposit of cash, cashier's check or certified check on some bank or trust company insured by the Federal Deposit insurance Company, or a bid bond executed by corporate surety licensed under the laws of North Carolina to execute such bonds in the amount of 5% of the bid must accompany each bid. The payee shall be "Union County". Said deposit shall guarantee that the Agreement will be entered into by the successful bidder if award is made. Such deposit may be held by Union County until the successful bidder has executed and delivered all required Contract documents to Union County.

Bidders should note the provisions of the Supplementary instruction to bidders contained in the Bid Documents regarding minority participation. Union County encourages good faith effort outreach as described in the Union County MBE and Small business Outreach Plan. Compliance with Union County Minority and Small Business Guidelines and Outreach Plan goals apply. Bidders shall submit a completed identification of Minority Participation form and either an Affidavit A or Affidavit B, as applicable along with their Bid.

The Owner reserves the right to reject any or all bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. Owner further reserve the right to reject the Bid and Bidder whom they find, after reasonable inquiry and evaluation, to not be responsible. Owner may also reject the Bid and Bidder if the Owner believes that it would not be in the best interest of the Project to make an award to that Bidder. Owner also reserves the right to waive all informalities and technicalities not involving price, time, or changes in the Work and to negotiate, as allowed by law, contract terms with the Successful Bidder.

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