



Invitation to Bid No. 2023-002

Union County Public Schools Admin Building Generator Replacement

Due Date: February 28, 2023
Time: 2:00 PM
Receipt Location: Union County Government Center
500 North Main Street – Suite 709
Monroe, NC 28112

Non-Mandatory Pre-Bid/Site Visit

Date: February 7, 2023
Time: 10:00 A.M.
Location: UCPS Admin Building
307 E. Jefferson Street
Monroe, NC 28112

Procurement Representative:
Corey Brooks
Senior Procurement Specialist
Union County Procurement Department
(704) 283-3683
corey.brooks@unioncountync.gov

Prepared By:
Brian E. Thompson, P.E.
Managing Principal
Optima Engineering, PA
(704) 338-1292
bthompson@optimaengineering.com

PROJECT MANUAL – 100% CONSTRUCTION DOCUMENTS (FOR OWNER REVIEW ONLY)

**UNION COUNTY PUBLIC SCHOOLS CENTRAL OFFICE
GENERATOR REPLACEMENT PACKAGE**

UCPS Central Office
307 E. Jefferson Street, Monroe, NC

DESIGNER

OPTIMA ENGINEERING, PA
1927 SOUTH TRYON STREET
CHARLOTTE, NORTH CAROLINA 28203
PHONE: 704.338.1292

OWNER

UNION COUNTY
500 N. MAIN STREET
MONROE, NORTH CAROLINA

ELECTRICAL ENGINEER:



OPTIMA ENGINEERING
Brian E. Thompson – NC License No. 023494
1927 South Tryon Street
Charlotte, NC 28203
(704) 338-1292

PLUMBING ENGINEER:



OPTIMA ENGINEERING
Daniel A. Revilla – NC License No. 043886
1927 South Tryon Street
Charlotte, NC 28203
(704) 338-1292

UNION COUNTY, NORTH CAROLINA

ADVERTISEMENT FOR BID

IFB #2023-002

Union County Public Schools Administration Building
Generator Replacement

Sealed Bids for Union County Public Schools Central Office Generator Replacement Project will be **received by the Union County Procurement Department until *2:00 PM local time on February 28, 2023** at the Union County Government Center, 500 N. Main Street, Suite 709, Monroe, NC 28112 at which time the Bids will be publicly opened and read. 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 – IFB #2023-002”** and shall be addressed to Union County Procurement Department, Corey Brooks, 500 N. Main Street, Suite 709, Monroe, NC 28112.

A Non-Mandatory Pre-Bid meeting and Site Visit will be held on **February 7, 2023 at 10:00 A.M.** local time at 307 E. Jefferson Street, Monroe, NC 28112. Attendance at this meeting is Strongly Encouraged.

Scope of Work: The scope of work includes the removal and replacement of an existing natural gas standby generator and associated automatic transfer switch, and associated peripheral equipment as indicated in the drawings and specifications. The existing natural gas supply shall be disconnected from the existing generator and reworked and reconnected to the new generator as indicated in the drawings. A new concrete pad will be provided for the new generator. Temporary services (rental generator) shall be provided as indicated in the drawings.

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

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 (corey.brooks@unioncountync.gov). Deadline for questions is 5:00 PM local time on February 14, 2023. Questions will be addressed via Addenda no later than 5 days prior to bid date.

The Issuing Office for the Bidding Documents is:

Optima Engineering, P.A.
1927 South Tryon Street – Suite 300
Charlotte, NC 28203

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

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. Costs of the Bidding Documents and shipping are non-refundable, and are as follows:

- Download (PDF) \$49.00 plus tax
- Printed Set: \$65.00 plus tax
- Printed Set and Digital Set \$90.00 plus tax

For questions concerning obtaining plans and specifications please contact:

Optima Engineering, P.A.
1927 South Tryon Street – Suite 300
Charlotte, NC 28203

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.

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.

The Owner reserves the right to reject any or all bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. Owner further reserves 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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