North Carolina Department of Health & Human Services

WorkSource West
Morganton, North Carolina

Specifications and Bid Documents
for
Parking Lot Repairs

Code: 41840    Item: 4Q18
SCO Project #: 20253

BID DOCUMENTS

Document Date:  October 24, 2019
Bid Date:   November 6, 2019
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STATE OF NORTH CAROLINA
STANDARD FORM OF INFORMAL CONTRACT
AND GENERAL CONDITIONS

FOR

WorkSource West
Parking Lot Repairs
Morganton, NC
SCO Project #: 20253
Code: 41840 Item: 4Q18

SCOPE OF WORK
1. Milling and repaving of cracks, removal and replacement of asphalt, addition of asphalt, crack repair, asphalt sealing and new striping as shown on drawing C1.
2. The Contractor is responsible for verifying all quantities to complete the work per the documents.
3. In the parking areas of work to be seal coated, work is to be completed over a weekend, coordinating with the Owner.

NOTICE TO BIDDERS

Electronic or sealed bids for this work will be received by:

Peter Veit
NC – DHHS – Division of Property & Construction
Phone: (919) 855-4873 Fax: (919) 733-5711
peter.veit@dhhs.nc.gov

For USPS delivery:
Peter Veit
NC – DHHS – Division of Property & Construction
3026 Mail Service Center
Raleigh, NC 27699-3026

For hand delivered, UPS, or FedEx:
Peter Veit
NC – DHHS – Division of Property & Construction
2104 Umstead Drive, Ashby Bldg.,
Dorothea Dix Hospital Campus
Raleigh, NC 27603

up to 3:00 p.m. on Wednesday, November 6, 2019. The bids will not be publicly opened and read aloud. Complete plans and specification and contract documents can be obtained from Peter Veit (contact information noted above).

Contractors are hereby notified that they must have proper license under the State laws governing their respective trades and that North Carolina General Statute 87 will be observed in receiving and awarding contracts. General Contractors must have general license classification for Highway.
No bid may be withdrawn after the opening of bids for a period of 60 days. The Owner reserves the right to reject any or all bids and waive informalities. Bids shall be made only on the BID/ACCEPTANCE form provided herein with all blank spaces for bids properly filled in and all signatures properly executed.

Please note on the envelope – **Bid: Attn:** Peter Veit

*Parking Lot Repairs*  
*WorkSource West*  
*(Bid Date)*  
*(Contractor)*  
*(License Number)*

Proposals shall be made only on the form provided herein with all blank spaces for bids properly filled in and all signatures properly executed. **If submitting a paper bid, provide three (3) original Bid Acceptance forms when bid is submitted. If submitting a bid via email, contractor shall provide three (3) original Bid Acceptance forms if notified of being low bidder.**

Bids may be faxed or emailed (PDF file format) in lieu of delivering an original on bid day. The original Bid/Acceptance form will still be required to be sent to DHHS at the address listed in the contract documents for record. Faxed or emailed Bid/Acceptance forms are to have the seals shaded so as to be visible on the fax or emailed PDF file. **It is the contractor’s responsibility to confirm that their bid was received by the time and date and location noted above. Contractors are to contact Peter Veit at (919) 855-4873 or peter.veit@dhhs.nc.gov to verify that the bid has been received.**

A bid bond is not required for this project.

A performance bond and payment bond are not required for this project.

**BID EVALUATION**

The award of the contract will be made to the lowest responsible bidder as soon as practical. The owner may award on the basis of the base bid and any alternates the owner chooses.

Before awarding a contract, the owner may require the apparent low bidder to qualify himself to be a responsible bidder by furnishing any or all of the following data:

1. A listing of completed projects of similar size.
2. Permanent name and address of place of business.
3. The number of regular employees of the organization and length of time the organization has been in business under present name.
4. The names of members of the firms who hold appropriate trade licenses, together with license numbers.

Failure or refusal to furnish any of the above information, if requested, shall constitute a basis for disqualification of any bidder.

In determining the lowest responsible, responsive bidder, the owner shall take into consideration the bidder’s compliance with the requirements of G.S. 143-128.2(c), the past performance of the bidder on construction contracts for the State with particular concern given to completion times, quality of work, cooperation with other contractors, and cooperation with the designer and owner. Failure of the low bidder to furnish affidavit and/or documentation as required by G.S. 143-128.2(c) shall constitute a basis for disqualification of the bid.
Should the owner adjudge that the apparent low bidder is not the lowest responsible, responsive bidder by virtue of the above information, said apparent low bidder will be so notified and his bid security shall be returned to him (if applicable).

PREBID CONFERENCE

There will be no pre-bid conference for this project. Bidders may contact Paul Wojcik at WorkSource West at (828) 608-5600 to arrange a walk-thru of the site.

Any questions arising from the walk-thru/pre-bid conference should be directed in writing via email to Peter Veit. Refer to the Notice to Bidders section above for contact information. Questions must be received by 4:00 p.m. on Friday November 1, 2019 in order to be addressed in addendum format.