



BUNCOMBE COUNTY

NORTH CAROLINA

Invitation for Bid No. 40 Coxe HHS Renovation Bid

Bid Due Date: March 21, 2023

Time: 3:00 PM

Receipt Location: Buncombe County
30 Valley Street
Asheville, NC 28801

Non-Mandatory Pre-Bid/Site Visit Meeting: Will be held on March 7, 2023, at 10:00 AM. Location: Buncombe County Boardroom, 30 Valley Street, Asheville, NC 28801. We will meet in the boardroom and then go over to the site, 40 Coxe Avenue, Asheville, NC 28801.

Prepared by:

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

1.1 PROJECT INFORMATION

A. Notice to Bidders: Bidders are invited to submit bids for Project as described in this document.

1.2 Related Sections:

- A. 00 11 13 Advertisement for Bids
- B. 00 21 00 Instructions to Bidders
- C. 00 22 00 Supplementary Instructions
- D. 00 25 00 Pre Bid Meetings
- E. 00 41 13 Bid Form – Stipulated Sum
- F. 00 43 13 Bid Security Form
- G. 00 43 39.13 Guidelines for Recruitment and Selection of Minority Business
- H. 00 45 19 Non-Collusion Affidavit
- I. 00 45 36 Equal Opportunity Employment Affidavit
- J. 00 45 39 MBE Provisions Affidavit

1.3 Project Identification:

- 1. Name: 40 Coxe HHS Renovation
- 2. Location:
 - a. 40 Coxe Ave., Asheville, NC 28801
- 3. Designer: Creech & Associates
 - a. Creech & Associates, 1000 W. Morehead Street Suite 120, Charlotte, NC 28208
(704) 376-6000
- 4. Owner: Buncombe County
 - a. The Owner designates persona as its representative and a Point of Contact for this Bid. Bidders shall restrict all contact and direct all questions regarding this Bid, including responses. Questions regarding terms and conditions, and technical specifications, to the Procurement Point of Contact listed below in writing (via email) no later than **March 14, 2023 at 12:00pm.**
 - b. Owner's Point of Contact:
 - John Crawford
 - Creech & Associates
 - 1000 W. Morehead Street, Suite 120
 - Charlotte, NC 28208
 - Jcrawford@creech-design.com

1.4 SUMMARY

- A. The Work consists demolishing some existing walls and installing new partitions to create larger board rooms and individual offices. Renovating the gang restrooms on the 1st floor to make them ADA accessible. Reworking a few of the breakrooms to allow for additional space and installing dishwashers.
- B. Architect Identification:
 - 1. Project Designer: Creech & Associates
 - 2. Owner: Buncombe County, NC.
- C. The project will be constructed in one phase.
- D. Construction Contract: Bids will be received for the following work:

1.5 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed bids until the bid time and date at the location indicated within the section 00 11 13 Advertisement for Bidders for Bid IFB#40 Coxe HHS Renovation Bid.

1.6 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of **5** percent of the bid amount. No bids may be withdrawn for a period of **90** days after opening. Owner reserves the right to reject any and all bids to waive informalities and irregularities.

1.7 DOCUMENTS

- A. Online Procurement and Contracting Documents. Complete sets of Bidding Documents can be obtained from the Issuing Office as described within the section 00 11 13 Advertisement for Bidders for Bid IFB# 40 Coxe HHS Renovation Bid.

1.8 Time of completion and liquidated damages

- A. Bidders shall begin the Work on receipt of Notice to proceed.

1.9 BIDDERS QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. **A Performance and Payment Bond and Insurance in a form acceptable to Owner will be required of the successful Bidder.**

END OF DOCUMENT 00 11 16