

# NOTICE TO BIDDERS

Sealed proposals will be received by the University of North Carolina at Charlotte, Facilities Management (Building #55 – Room 206), 9151 Cameron Boulevard, Charlotte, NC 28223 up to 2:00 pm April 17, 2024 and immediately thereafter publicly opened and read for the furnishing of labor, material and equipment entering into the construction of

Woodward Controls and HVAC Modernization

Replacement of all LON-compatible BAS controllers in Penthouse with BACnet-compatible controllers, replacement of first floor laboratory air valve LON-compatible controllers with BACnet-compatible controllers.

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

## Pre-Bid Meeting

An open pre-bid meeting will be held for all interested bidders on March 28, 2024, at the Woodward Building load dock (east side of building) address 8812 Craver Rd, Charlotte, NC 28223. The meeting will address project specific questions, issues, bidding procedures and bid forms. A site walk of the building will be conducted afterwards.

Visitor parking for the pre-bid meeting is available at the Union Parking Deck.

Justification of any approvals will be made available to the public in writing no later than (3) three days prior to bid date.

Complete plans, specifications and contract documents will be open for inspection in the offices of McKim & Creed (Charlotte office) and in the plan rooms of the Associated General Contractors, Carolinas Branch, 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 in

Metrolina Minority Contractors Association, 3124 W. Trade Street, Unit A, Charlotte, NC 28202. Ph. 704-332-5746 Fax: 704-332-5990

or may be obtained by those qualified as prime bidders, upon deposit of fifty dollars (\$50) 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.

Digital (electronic) plans, specifications, and contract documents are available by contacting:

1. Designer: McKim & Creed, 8020 Tower Point Drive, Charlotte, NC 28227  
Email: [LSmith@mckimcreed.com](mailto:LSmith@mckimcreed.com), [bshassian@mckimcreed.com](mailto:bshassian@mckimcreed.com)

If a contractor is bidding under the dual system both as a single prime contractor and as a separate prime contractor, he must submit the bids on separate forms and in separate envelopes. Bidders should clearly indicate on the outside of the bid envelope which contract(s) they are bidding.

## **MINORITY BUSINESS SUBCONTRACT GOALS:**

The minimum goals for participation by minority firms as subcontractors on this project have been set at 10%.

**The bidder must identify on its bid (by using the “Identification of Minority Business Participation” form provided in the bid document), the minority businesses that will be utilized on the project with corresponding total dollar value of the bid. In addition, the bidder must submit with his/her bid an affidavit (Affidavit A) listing good faith efforts.**

**Failure to submit these documents is grounds for rejection of the bid. Bid amounts from rejected bids shall not be read aloud at public bid openings.**

**The lowest responsible, responsive bidder must also provide:**

**Affidavit B**, if the bidder does not customarily subcontract work on this type project and has all material and supplies required for the project. Bidders may be asked to provide additional documentation in support of the claim of self-performance and regarding the Good Faith Effort to utilize minority suppliers where possible.

**OR**

**Affidavit C**, if the portion of work to be performed by minority firms is equal to or greater than 10% of the bidder’s total contract price. Affidavit C includes a description of the portion of work to be executed by minority businesses, expressed as a percentage of the total contract price, and lists the participating minority firms with the dollar value of their contracts.

**OR**

**Affidavit D**, if the portion of work to be performed by minority firms is less than 10% of the bidder’s total contract price. Affidavit D includes a description of the portion of work to be executed by minority businesses, expressed as a percentage of the total contract price, lists the participating minority firms with the dollar value of their contracts, and must include adequate **documentation of Good Faith Effort**.

**The above information must be provided as required. Failure to submit these documents is grounds for rejection of the bid.**

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

General or mechanical single-prime 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.

**NOTE--SINGLE PRIME CONTRACTS:** Under GS 87-1, a contractor that superintends or manages construction of any building, highway, public utility, grading, structure or improvement shall be deemed a “general contractor” and shall be so licensed. Therefore a single prime project that involves other trades will require the single prime contractor to hold a proper General Contractors license. **EXCEPT:** On public buildings being bid single prime, where the total value of the general construction does not exceed 25% of the total construction value, contractors under GS87- Arts 2 and 4 (Plumbing, Mechanical & Electrical) may bid and contract directly with the Owner as the SINGLE PRIME CONTRACTOR and may subcontract to other properly licensed trades. [GS87-1.1- Rules .0210](#)

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 30 days.

The owner reserves the right to reject any or all bids and to waive informalities.

Designer:  
McKim and Creed  
8020 Tower Point Drive,  
Charlotte, NC 28227  
704-841-2588

Owner:  
University of North Carolina Charlotte  
9201 University City Blvd  
Charlotte, NC 28223  
704-687-8622