

NOTICE TO BIDDERS

Sealed proposals from licensed General Contractors will be received by the University of North Carolina Charlotte, at 9201 University City Boulevard, Charlotte, NC 28223, up to **2:00 p.m. on Tuesday, November 4, 2025** and will be immediately publicly opened and read in Room 119 of the Facilities Management Building (#55a on the campus map – <http://facilities.charlotte.edu/maps>) located at 9151 Cameron Blvd., Charlotte, NC 28223 for the furnishing of labor, material and equipment entering into the construction of:

**Loy Witherspoon Center for Meditation and Reflection
SCO ID# 23-27053-02A**

Parking will be provided in the designated Visitor spaces in Parking Lot #25 (on the campus map). Attending contractors will check in with Cheyenne at the front desk of the Facilities Management Building to register for an temporary parking permit provided via email. Additional parking is available in the North Deck.

SCOPE OF WORK

The scope of work includes construction of the new, approximately 1,460 square foot Loy Witherspoon Center for Meditation and Reflection, located on the campus of the University of North Carolina at Charlotte. The new facility and gardens will be located on a vacant lot between Poplar Terrace Drive and Parking Lot 11, near the Price Center and the Student Health Center. The address for the new facility: 9520 Poplar Terrace Drive, Charlotte NC 28223. The one-story building will feature a brick veneer, metal panels and fiber cement wall panels and KEE roof. Site improvements will feature storm drainage modifications, parking lot modifications, utility coordination and hard-scape/landscape improvements associated with a new network of garden spaces surrounding the building. The project includes all other work as shown, indicated or reasonably implied on the drawings and/or specifications for a complete, first-class job.

Bids will be received for Contract type – Single Prime. All proposals shall be lump sum.

PRE-BID MEETING

A non-mandatory Pre-bid Meeting will be held for all interested bidders on **Tuesday, October 14, 2025 at 11:00 a.m.** at the Facilities Operations and Parking Building, Room 123A, (#92 on the campus map – <http://facilities.charlotte.edu/maps>) located at 246 Facilities Drive, Charlotte NC 28223. Parking is directly in front of the building, no permit or pass required. The meeting will address project specific questions, issues, bidding procedures, and bid forms. A site visit will be conducted immediately following the Pre-bid Meeting for all interested parties.

Bidders' questions will be entertained in writing until **5:00 pm on October 23, 2025**. Address all questions to George Schafer; BOUDREAUX, gschafer@boudreauxgroup.com **AND** Erica Timmons, BOUDREAUX, etimmons@boudreauxgroup.com.

Final Addendum will be issued by **5:00 pm on October 28, 2025**.

Complete plans, specifications and contract documents will be open for inspection at offices of:

BOUDREAUX, 529 W. Summit Ave., Suite 2B, Charlotte, NC 28203

Electronic plans, specifications and contract documents are available at the following:

1. By contacting Erica Timmons, BOUDREAUX, etimmons@boudreauxgroup.com or by telephone (803) 799-0247 ext. 114.
2. Associated General Contractors, Carolinas Branch at www.cagc.org. (704) 372-1450.
3. Construct Connect at content@constructconnect.com. (800) 364-2059.
4. North Carolina Offices of Dodge Data & Analytics (formerly McGraw-Hill Construction) – Customer Service – <http://construction.com/projects/>. (800) 393-6343.
5. Metrolina Minority Contractors Association (MMCA) – mmca@mmcaofcharlotte.org. (877) 526-6205.

Hard copies of the design documents can also be obtained for a refundable deposit of one- hundred fifty dollars (\$150) in cash or by certified check per set. Deposit fee will be returned upon receipt of a clean set of documents in good condition within ten (10) days after bid date. Contact Erica Timmons at etimmons@boudreauxgroup.com or by telephone (803) 799-0247 ext. 114 for instructions to obtain hard copies.

It is the responsibility of each bidder to ensure complete sets of documents are downloaded and any applicable Bid Addendums are received IN ADVANCE OF the bid deadline.

NOTE: 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 and affidavit (Affidavit A) listing good faith efforts **and**, if applicable, affidavit (Affidavit B) of self-performance of work, if the bidder will perform work under contract by its own workforce, as required by G.S. 143-128.2(c) and G.S. 143-128.2(f). **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 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 for Building as set forth the license classification required by the NC General Contractors Licensing Board under G.S. 87-1.

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 45 days.

The owner reserves the right to reject any or all bids and to 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:** *Lisa Sain*
Loy Witherspoon Center for Meditation and Reflection
November 4, 2025
(Contractor)
(License Number)

Bidders who will not attend the Bid Opening need to ensure their sealed bids are delivered **no later than 1:00pm Tuesday, November 4, 2025** to the following:

Mailed Proposals:

Attn: Lisa Sain – Planning, Design and Construction, The University of North Carolina at Charlotte
Facilities Management 9201 University City Blvd. Charlotte, NC 28223-0001
(704) 687-0534

OR

Hand-Delivered:

Attn: Lisa Sain – Planning, Design and Construction The University of North Carolina at Charlotte
Facilities Management/Campus Police Building
(#55a/b on the campus map – <http://facilities.charlotte.edu/maps>) 2nd Floor – Planning, Design and
Construction
9151 Cameron Blvd.
Charlotte, NC 28223
(704) 687-0527

Designer:
BOUDREAUX
529 W. Summit Ave., Suite 2B
Charlotte, NC 28203
(803) 799-0247

Owner:
University of North Carolina Charlotte
Facilities Management
Planning, Design & Construction
9201 University City Blvd
Charlotte, NC 28223-0001
(704) 687-0527

END OF SECTION 02