

NOTICE TO BIDDERS

Sealed proposals will be received by the **NEW BERN HOUSING AUTHORITY for the CHARLES TAYLOR BUILDING RENOVATION PHASE I** until **3:00 P.M., THURSDAY, SEPTEMBER 5, 2024**, and immediately thereafter publicly opened and read for the furnishing of labor, material and equipment entering into the Project. Scope of work will consist of demolition and cleanout of the existing building and includes, but is not limited to, the following items:

1. Provide all labor, materials and equipment required to demolish and remove designated building components and systems in an existing 7,588 SF Administration Building.
2. Provide all labor, materials and equipment required to terminate existing plumbing, mechanical and electrical systems at location(s) noted on the drawings.
3. Provide all other work as shown on the plans, in the project manual and as required by codes and the authority having jurisdiction (AHJ).

A Pre-Bid Conference has been scheduled for THURSDAY, AUGUST 22, 2024 at 4:00 PM. Meeting will be held at the office of the New Bern Housing Authority, located at 1307 Tatum Drive, New Bern, NC. Following the meeting, Contractors will have the opportunity to visit the Project Site.

Due to the nature of the project, Contractors are STRONGLY ENCOURAGED to visit the structure and walk the interior of the buildings. By submitting a bid, Contractors attest that they have a complete and full understanding of the Scope of Work and have reflected such in their bid.

It should be noted that the building has been vacant for approximately Eight (8) years, creating concern for indoor environmental, microbial hazards. Contractors electing to enter the building will be doing so at their own risk, releasing the New Bern Housing Authority from any and all liability.

Contractors will be able to arrange on-site visits to visit the interior of the building on the following dates:

- **MONDAY, AUGUST 26, 2024 from 10:00 AM – 3:00 PM**
- **TUESDAY, AUGUST 27, 2024 from 10:00 AM – 3:00 PM**

The Owner will make the building available, on those dates, so Contractors can have access to the interior. Contractors are asked to notify the Owner / schedule their visits ahead of time. Contractors shall contact Mr. Reggie Barner, Interim Executive Director, at rbarner@newbernha.org or (252) 633-0800.

Questions that arise from the Site Visits are to be directed to the Architect at bids@stognerarchitecture.com.

Complete Plans and Project Manual will be open for inspection in the office of Stogner Architecture, PA, 615 East Broad Avenue, Rockingham, North Carolina (Designer); at the Housing Authority Office; or complete Plans and Project Manual will be available for on-line viewing from the offices of **Construct Connect** www.constructconnect.com; **Dodge Data & Analytics** <http://dodgeprojects.construction.com>; **The Blue Book** www.thebluebook.com; and **Construction Journal** www.constructionjournal.com.

Complete Plans and Project Manual may be obtained by download from Stogner Architecture, PA. by qualified bidders. For instructions on downloading these documents email bids@stognerarchitecture.com.

Documents may be obtained in printed form from **McGee Cadd Greenville, 2095 S. Evans Street, Greenville, NC 27834, 252-752-4400 and E-Mail: mcgee02@mcgee-cadd.com** with production costs being paid by the contractor.

All contractors are hereby notified that they must have proper license under the State laws governing their respective trades, whether or not Federal Funding is involved.

Contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina will be observed in receiving and awarding Contracts.

Contractors will be responsible to ensure that economic opportunities, to the greatest extent feasible follow Section 3 Requirements 24 CFR Part 135.1 and Section 3 Clause 24 CFR Part 135.38.

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 and per Section 9 of Form 5369 and individual sureties **must** be listed on US Treasury Circular Number 570 to execute the contract in accordance with the bid bond and per HUD-5369 Sections 9 and 10. **Five Percent shall be based on the maximum bid price, ie: Base Bid plus Unit Prices plus Contingency Allowance plus All Add Alternates.** 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 (10) 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 on the basis of ninety percent (90%) of monthly estimates and final payment made upon completion and acceptance of work.

FEMA financial assistance will be used to fund all or a portion of the contract. The Contractor shall comply with all applicable Federal laws, regulations, executive orders, FEMA policies, procedures, and directives.

The Owner is an Equal Employment Opportunity Employer and invites and encourages the participation of small, minority, women, and disabled (M/WBE/DBE/HUB) businesses, and prohibits discrimination against any person or business in pursuit or award of this opportunity on the basis of race, color, sex, religion, national origin, age, handicap/disability, or veteran status. New Bern Housing Authority has a 20% verifiable goal for MWBE businesses in the total value of work awarded. Bidders are required to submit with their Bids affidavits and associated backup documentation of "Good Faith Efforts" in the recruitment of MWBE firms, as required by N.C.G.S. 143-128.2 and provided in the Instructions to Bidders. Bidders shall submit with their bids documentation that demonstrates, to the greatest extent feasible, economic opportunities to Section 3 businesses (locally owned / operated businesses that provide employment opportunities to low-income individuals) in accordance with 24 CFR Part 135. Bidders must comply with the Executive Orders 11246 and 11375, Title VI of the Civil right Act of 1964, the Contract Work Hours and Safety Standard Act, and Davis-Bacon Related Acts. The work is subject to the prevailing wage rates established by the U.S. Department of Labor. Payment of not less than the prevailing rates must be paid on this project.

Bid Opening:

Bid opening will be at the office of The Housing Authority and proposals may be delivered or mailed to the following address:

**New Bern Housing Authority
1307 Tatum Drive
New Bern, North Carolina 28560
Attention: Reggie Barner**

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of Sixty (60) days.

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

Signed:

**Reggie Barner
Interim Executive Director
NEW BERN HOUSING AUTHORITY
New Bern, North Carolina**

Designer: Stogner Architecture, PA
615 East Broad Avenue
Rockingham, North Carolina 28379
(910) 895-6874 x5