

**00 11 16 INVITATION TO BID**

**Sealed bids will be received from invited Contractors until 3:00 p.m., Wednesday, December 15, 2021 for the **DSS Co-Location Project, Interior Renovations, Cleveland County Health Center, 200 S. Post Road, Shelby, NC 28150 for Cleveland County, NC.** The project will be bid as a Single Prime Contract for Interior Construction with Plumbing, Fire Protection, Mechanical, and Electrical, as Subcontracts. Unless other possible considerations come into play, the project will be awarded on the basis of lowest bid.**

**Hand delivered bids will be received at the Cleveland County Administration Building, Finance & Purchasing Office, Second Floor, 311 E. Marion St., Shelby, NC 28150.** If the Bidder **will not be attending** the Bid Opening, their Bid Proposal shall be addressed to Kim Lester at the Cleveland County Administration Building and shall be received by Kim Lester no later than 11:00 AM the morning of December 15, 2021.

The bids shall be submitted as an electronic PDF on a USB thumb drive and in 3 paper copies in a sealed envelope or box. The envelope/box shall be labeled with the project name and the firm's name. The bid packages can be submitted by any one of the following methods:

Mail: Cleveland County  
Finance & Purchasing Department  
Attn: Kim Lester  
PO Box 1210,  
Shelby, NC 28151

Hand delivered:  
Cleveland County Administrative Building  
2nd Floor  
Finance & Purchasing Department  
Attn: Kim Lester  
311 E. Marion St  
Shelby, NC 28150

The Bid Opening will be held in the **County Commissioner's Chamber on the Second Floor of the Cleveland County Administration Building, 311 E. Marion St., Shelby, NC 28150 at 3:00pm.** The bid opening will be public.

**A Pre-Bid Conference will be held at 3:00 p.m., Wednesday, December 1, 2021 at the Cleveland County Health Center, 200 S. Post Road, Shelby, NC 28150 in the first floor Multi-Purpose Conference Room 389 adjacent to the Main Entrance Lobby (enter the lobby and turn left, enter the double doors and turn right).** The purpose of the pre-bid conference is to acquaint bidders with the work and answer questions they may have. Bidders are strongly advised to have a qualified representative present. Failure to do so may be grounds for revocation of the invitation to bid.

The project consists of interior renovations to selective within the existing Cleveland County Health Services Building. Primary work will involve demolition of interior partitions to create large open office areas and other demolition and changes to reconfigure the interior areas. New partitions, finishes, electrical, plumbing, mechanical, and associated work will be required.

The project will be accomplished on a phased basis involving (2) phases of Work to allow the Owner to continue the clinical and administrative functions of the County Health Department during construction. The successful bidder will be involved in the final phasing schedule. Portions of the Work will require operations to take place on a 5:00PM to 5:00AM schedule.

Qualified Bidders, who will submit a bid, can obtain a complete bid documents package from TALLEY & SMITH ARCHITECTURE, INC., P.O. Box 518, Shelby, NC, 28151, 8:00 a.m. to 5:00 p.m. Monday through Friday. Phone (704) 487-7082. The bid package will consist of a compact disk containing PDFs of the drawing set, project manual, and other related documents. Contractors may order and purchase a full hard copy of the bid package from CadCopy, contact Dennis Goodrich at 704-487-8815 ([dennis@cadcopy.com](mailto:dennis@cadcopy.com)).

Bid documents will be available for inspection in the office of Talley & Smith Architecture, Inc., and at Carolinas AGC iSqFt, Dodge Data & Analytics, and Construct Connect (CMD).

To be qualified bidder, prospective bidders shall submit an AIA A305 Contractor's Qualification Statement and any other documentation that demonstrates the Contractor's ability to perform on a project of this size, scope and complexity.

Bidders shall notify Architect of their intent to bid and shall provide a contact name, address, phone number and email address for use during the bid process.

Contractors not submitting bids are requested to notify the Architect as soon as possible, but at the latest at least 3 days before the bid date.

Contractors and subcontractors are hereby notified that they must have proper license under the State Laws governing their respective trades.

Bid Security of 5% of the bid in Cash, Certified Check, or Bid Bond is required. Performance and Payment bonds for 100% of the contract's sum will be required.

Each bidder shall include with their Bid Proposal Form a completed Minority Business Participation Form. A MicroSoft WORD file of this form will be included in the Bid Package.

No bid may be withdrawn after the scheduled closing time for a period of forty-five (45) days. The Owner reserves the right to reject any and all bids and to waive informalities.

Signed,

Kerri Melton, Assistant County Manager  
Cleveland County Government, Shelby, NC

By: TALLEY & SMITH ARCHITECTURE, INC., Shelby, NC  
Robert L. Smith III, AIA, LEED AP