

STATE OF NORTH CAROLINA STANDARD FORM OF INFORMAL CONTRACT AND GENERAL CONDITIONS

FOR

North Carolina Arboretum
Head House Roof Replacement
100 Frederick Law Olmstead Way, Asheville, NC 28806
SCO ID # 24-28094-01A

SCOPE OF WORK

Provide asphalt shingle roof replacement on approximately 8,790 square feet. Replace sheet metal trim and flashings including gutters and downspouts.

NOTICE TO BIDDERS

Sealed bid for this work will be received by:

*Stephanie Lee, Chief Financial Officer / Chief Operations Officer
The North Carolina Arboretum
100 Frederick Law Olmstead Way,
Asheville, NC 28806*

up to **2:00 PM**, on **February 5, 2026** and immediately thereafter publicly opened and read aloud. Complete plans and specification and contract documents can be obtained from REI Engineers, 1927 J.N. Pease Place, Suite 201, Charlotte, NC 28262

Contractors are hereby notified that they must have proper license under the State laws governing their respective trades and that North Carolina General Statute 87 will be observed in receiving and awarding contracts. General Contractors must have general license classification for "Building" or "Specialty (Roofing)".

No bid may be withdrawn after the opening of bids for a period of 30 days. The Owner reserves the right to reject any or all bids and 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: Ms. Stephanie Lee
*The North Carolina Arboretum
Head House Roof Replacement
(Bid Date)
(Contractor)
(License Number)*

PRE-BID MEETING

An open pre-bid meeting was held for all interested bidders at **10:00 AM** on **January 7th, 2026** at **100 Frederick Law Olmstead Way, Asheville, NC 28806**. The meeting will address project specific questions, issues, bidding procedures and bid forms. **Attendance at this meeting is mandatory.**