

## ADVERTISEMENT FOR BIDS

ITB No 367-OC5465 Orange County Board of Elections Building Expansion

Sealed proposals will be received **until 3:00 P.M. on December 9<sup>th</sup>, 2025**, in the office of Orange County Finance and Administrative Services, 131 W. Margaret Lane Suite 300, Hillsborough, North Carolina 27278, Attn: Orange County Purchasing for the construction/renovation of the following: **Orange County Board of Elections Building Expansion**. Bids will be publicly opened and read at 131 W. Margaret Lane, Conference Room 302 Hillsborough NC 27278.

Scope of Work:

The project includes improvements to the county owned facility at 208 S. Cameron Street in Hillsborough, NC. An approximately 1800 sf addition will be constructed at the rear of the building in place of an existing terraced courtyard. In addition, a loading dock will be added at the southwest corner of the building. Construction will include concrete foundations with steel frame structure, metal stud framing and brick veneer, steel roof structure with a low slope membrane roof. The addition will require tie-in to three sides of the existing building with renovations to HVAC electrical and minor plumbing scope.

Contractors shall RSVP to Smith Sinnett Architecture, Drew Wilgus ([dwilgus@smithsinnett.com](mailto:dwilgus@smithsinnett.com)) with the number of members that will be attending the PreBid meeting and provide point of contact information.

Bids will be received for a **Single Prime Contract**. All proposals shall be lump sum.

A mandatory Pre-Bid meeting will be held for bidders on Thursday, November 20<sup>th</sup> at 10:00 a.m. at the Board of Elections Building where bidders will be available to tour the building. After the meeting Bidders may only visit the site by appointment only. Interested subcontractors and suppliers are strongly encouraged to attend.

Complete plans and specifications for this project can be obtained from **Smith Sinnett Architecture, 4600 Lake Boone Trail, Raleigh, North Carolina 27601, (919)455-4227 Attn: Drew Wilgus, Architect** ([dwilgus@smithsinnett.com](mailto:dwilgus@smithsinnett.com)) during normal office hours after **November 12<sup>th</sup>, 2025**. Electronic documents are provided at no cost. A document request form can be downloaded from the "Documents" section of the Smith Sinnett website. Click [here](#)

Orange County reserves the unqualified right to reject any and all proposals.

Signed:

Orange County  
(Owner)