



Raleigh

MEMO

INVITATION TO BID

274-PRCR-2025-0213

Project: Millbrook Exchange Pool Filter Replacement

Location: 1905 Spring Forest Rd, Raleigh NC 27615

Department/Division: Parks, Recreation and Cultural Resources/Design
Development Division

Project Manager: Carlos Reyes, PE, 919 996 4781, carlos.reyes@raleighnc.gov

Bids will be received until **2:00 pm** on **February 13, 2025** by City of Raleigh.

The work consists in Replace Existing Pool Sand Filters

Bidding Documents include this Invitation To Bid, and the following attached forms: Form of Proposal sample contract, Sales Tax Report, MBE form, and General Conditions. The bidding documents also include the plans and specifications, and any Addenda issued prior to receipt of bids. All requirements and obligations of the Bidding Documents are hereby incorporated by reference into the Contract Documents and are binding on the Successful Bidder upon award of the contract.

Each Bidder by submitting his Bid represents that he has read and understands that Bidding Documents and his Bid is made in accordance therewith; and Bidder agrees to be bound by the terms and requirements set forth in the Bidding and Contract Documents; that he has visited the site, has familiarized himself with the local conditions under which the Work is to be performed herein, and has correlated his observations with the requirements of the proposed Contract Documents.

The Schedule for the project shall be as follows:

February 6, 2025	Pre-Bid Conference 11:00 PM at , 1905 Spring Forest Rd, Raleigh NC 27615
February 10, 2025	Last Day of Questions
February 11, 2025	Questions Answered By Addendum
February 13, 2025	Bids Due at 2:00 PM by email

All related questions should be directed to and bidding documents may be obtained by emailing carlos.reyes@raleighnc.gov

Submit bids by email to Carlos Reyes, carlos.reyes@raleighnc.gov

After Bids are opened, the Owner shall evaluate them in accordance with the methods and criteria set forth in the Instructions to Bidders. The Owner/City Council reserves the right to waive any informality or to reject any or all Bids. Unless all Bids are rejected, Award will be made to the lowest responsible and responsive Bidder, taking into consideration quality, performance and the time specified in the Bid Form for the performance of the Contract.

With each request for Bidding Documents supply the following information: Company name, contact person, street address, phone number, and email address for Bidding point of contact; N.C. contractor's license with limitation and classification; indicate if the firm will be a Prime bidder, Supplier or Sub-Contractor.

Municipal Building
222 West Hargett Street
Raleigh, North Carolina 27601

One Exchange Plaza
1 Exchange Plaza, Suite 1020
Raleigh, North Carolina 27601

City of Raleigh
Post Office Box 590 • Raleigh
North Carolina 27602-0590
(Mailing Address)

Bidders will be required to show evidence that they are licensed to perform the work in the Bidding Documents as required by North Carolina General Statute, Chapter 87 and the Instruction to Bidders.

Pursuant to General Statutes of North Carolina Sections 143-128.2 and 143-131, and in accordance with City policy, the City of Raleigh encourages and provides equal opportunity for certified Minority and Woman-Owned Business Enterprise (MWBE) businesses to participate in all aspects of the City's contracting and procurement programs to include Professional Services; Goods and Other Services; and Construction. The prime contractor will be required to identify participation of MWBE businesses in their Bid, and how that participation will be achieved.

Furthermore, the City's goal is to contract or sub-contract fifteen percent (15%) of the contract amount to certified MWBEs on construction projects over \$300,000, or with contracts that include \$100,000 or more in state funding.