

## DOCUMENT 002000 – INVITATION TO BID

TOWN OF CARY  
Cary, North Carolina

Sealed bids must be submitted no later than 2 p.m. on Thursday, April 23 to the Town of Cary at the office of Transit Division Attn: Jorge Salazar, Conference Room OPSPA Training at 400 James Jackson Av., Cary, NC 27513. Bids will be opened and read publicly for the furnishing of materials, labor, and equipment for the construction of GoCary Bus Operations and Maintenance Facility, Project No. ST1267. A brief project description is as follows:

Construct a new 50,000 square feet administration, operations, and maintenance facility that will accommodate GoCary's current fixed route and Door to Door service, allow room for expansion, and other Work indicated in the Contract Documents.

Plans, Specifications and Contract documents may be viewed electronically at <http://townofcary.contractorsplanroom.com> upon registering online after Tuesday, March 24, 2026. The following agencies have been notified of the project: the Associated General Contractors – Raleigh office, McGraw-Hill Construction Dodge, the North Carolina Institute of Minority Economic Development – Durham office, and the CDC News – Cary office after March 24, 2025.

Town of Cary is not responsible for bidders relying on incomplete bid documents.

Contractors offering a proposal on this project must be licensed to do the specified type of contracting in the State of North Carolina. All bids must include a non-collusive affidavit. Contractors offering a proposal on this project must comply, and must ensure that their subcontractors comply, with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes, "Verification of Work Authorization," and must provide documentation or sign affidavits or any other documents requested by the Town of Cary demonstrating such compliance.

Each proposal shall be accompanied by a bid deposit in the amount of not less than five percent (5%) of the amount of the bid in the form and subject to the conditions provided in the Instruction to Bidders.

The Town of Cary reserves the right to reject any or all proposals.

Kelly Blazey  
Transit Director

## DOCUMENT 002500 – INSTRUCTIONS TO BIDDERS

Each proposal shall be submitted in a sealed envelope, upon blank forms provided in the Project Manual. These proposals shall be plainly marked:

**“GoCary Bus Operations and Maintenance Facility, Town of Cary Project No. ST1267“.**

The envelope shall also be marked with the Bidder’s name, address, North Carolina contractor license number, and name and phone number of a contact person.

Each proposal shall be accompanied by a Bid Bond payable to the Town of Cary for an amount of not less than five percent (5%) of the total amount bid; or in lieu of the Bid Bond, the bidder may offer the bid deposit in the form of a cashier’s check, or a certified check on a bank or trust company insured by the FDIC. The bid bond must be executed by a corporate surety licensed in North Carolina. The bid deposit may be held for a period of sixty (60) days pending award of the contract. Notification of award of contract shall be evidence of intent to contract and shall extend time for holding the contractor's bid surety for a time mutually agreed between the Town of Cary and the bidder.

**In order for all prospective bidders to have an extensive knowledge of the project, all prospective bidders shall attend a mandatory pre-bid conference at 3:00 PM on Tuesday, April 7, 2026.**

**Herbert C. Young Community Center – Cardinal Room  
101 Wilkinson Avenue  
Cary NC, 27513  
(919) 460-4965**

**The pre-bid conference will include a discussion of the plans, contract pay items, special provisions, etc.**

**Only bidders who have attended and properly registered at the above scheduled pre-bid conference will be considered to bid on this project. A bid received from a bidder who has not attended and properly registered at the above scheduled pre-bid conference will not be accepted and considered for award.**

**Attendance at the pre-bid conference will not meet the requirements of proper registration unless the individual attending has registered at the pre-bid conference in accordance with the following:**

- a) The individual has signed his name on the official roster no later fifteen (10) minutes after the above noted time for the beginning of the conference.**
- b) The individual has written in the name and address of the company he or she represents.**
- c) Only one company has been shown as being represented by the individual attending.**
- d) The individual attending is an officer or permanent employee of the company they are representing.**

**Attendance at any prior pre-bid conference will not meet the requirement of this provision. No oral interpretations will be made as to the meaning of the Contract Documents. Interpretation, if deemed necessary, will be in the form of a written Addendum.**

The award of the Contract, if it is awarded, will be to the lowest responsive, responsible bidder whose qualifications indicate the award will be in the best interest of the Town of Cary (Owner). The Town of Cary reserves the right to waive technicalities and/or reject any or all proposals.

A Performance Bond and a Payment Bond, each in the amount of one hundred percent (100%) of the contract price, with a corporate surety approved by the Town of Cary, will be required for the faithful performance of the contract. Bidders shall provide certification that performance and payment bond sureties are licensed in North Carolina.

All questions about the meaning or intent of the Contract documents shall be submitted in writing to Jorge A. Salazar, PE, Transit Project Manager, 316 N. Academy Street, 919-380-2771, Jorge.Salazar@carync.gov. Replies will be issued electronically by Addenda to all bidders registered to receive Bidding Documents from the Town of Cary Electronic Plan Room. Questions received less than five business days prior to the date for opening of Bids may not be answered. Only questions answered by written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

Addenda, when issued, will be on file at the offices of the Owner and Architect at least twenty-four hours before bids are opened. It shall be the Bidder's responsibility to make inquiry as to the Addenda issued. All such Addenda shall become part of the Contract Documents and all Bidders shall be bound by such Addenda, whether or not received by the Bidders.

Bidders shall refer to Section 002999 "Bid Submittal Checklist" for documents to be included with their Bid Proposal.

END SECTION 002500