

CONSTRUCTION OF
NEW CENTRAL ADMINISTRATION OFFICES
MORGANTON, NC 28655

Sealed proposals will be received by the Burke County Public Schools Board of Education until **2:00 PM on Tuesday, September 23, 2025**, at the **existing District Office located at 700 E. Parker Road, Morganton, NC 28655**, and thereafter publicly opened and read aloud, to furnish all materials and labor for CONSTRUCTION for the NEW CENTRAL ADMINISTRATION OFFICE. Address Bids to the attention of Dr. Bob Acord, Director of Auxiliary Services.

Copies of plans, specifications, and contract documents will be available for inspection during business hours from **August 26, 2025**, until bids are opened at the following location: **Burke County Public Schools Administration Office, 700 E. Parker Road, Morganton, NC 28655**. A \$250.00 bid deposit is required to obtain a complete set of electronic PDF plans and specifications, payable to McKissick Associates Architects; contact info@mckissickassociates.com. The full deposit, less a \$15.00 handling fee, will be refundable to contractors submitting a Bona Fide bid. Paper copies of plans and specifications may be purchased from the Architect for an additional non-refundable fee of \$350.00.

Work scope involves the conversion of an existing 32,000 SF commercial building to office use. There is extensive site reconstruction for landscaping, parking, and utilities. HVAC work consists of the installation of a new VRF Heating/Cooling system for office areas and rooftop ERV units. Electrical work includes new electrical systems, and Plumbing work entails partial replacement of piping and all fixtures. Work also provides for the installation of a new kitchen with food service equipment. Work will commence on or before October 20, 2025, and be **completed on or before July 1, 2026**.

A pre-bid conference will be held at **10:00 AM on Wednesday, September 3, 2025**. Attendees shall meet at the former Burke United Christian Ministries site (*proposed new District Administration Office site*) at 305 West Union Street in Morganton, NC. All potential bidders are strongly encouraged to attend, examine the existing conditions, and discuss particular details of the project.

A 5% Bid Bond is required for this project. Performance and Labor and Material Payment Bonds will be required. No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

Minority businesses are encouraged to submit bids for this project. The Board of Education awards public contracts without regard to race, religion, color, creed, national origin, sex, age, or handicapped condition as defined by North Carolina General Statutes, Section 168A-3.

The appropriate forms from the section entitled “00 43 39 Minority Business Participation” must be submitted with each bid to show good faith efforts to obtain Minority and Women-Owned Business Enterprise participation.

The Burke County Public Schools Board of Education reserves the right to reject any or all bids presented and to waive any informalities and irregularities.

Burke County Public Schools Board of Education

END OF SECTION