

**ADVERTISEMENT FOR BIDS**  
POSTED: OCTOBER 10, 2025  
CITY BID NUMBER: 274-PRCR-2025-PAC3RDFLOOR

Project: Pullen Arts Center 3<sup>rd</sup> Floor Improvements

Owner: City of Raleigh, North Carolina, Parks, Recreation, and Cultural Resources Department, 222 W. Hargett St. Suite 601, Raleigh, NC 27601  
Contact: Jacqueline Roberts, Project Manager; [jacqueline.roberts@raleighnc.gov](mailto:jacqueline.roberts@raleighnc.gov)

Engineer: Clearscapes, P.A., 501 S. Person St. Raleigh, NC 27601  
(919) 821-2775, [aduggins@clearscapes.com](mailto:aduggins@clearscapes.com)

Sealed Bids will be received on November 5, 2025 at 4pm at 222 W. Hargett St. Room 609, Raleigh, NC 27601, at which time and place bids will be publicly opened and read aloud for the construction of the Pullen Arts Center 3<sup>rd</sup> Floor Improvements project.

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.

A Mandatory Pre-Bid Meeting will be held at 10am on October 16, 2025 at Pullen Arts Center, 105 Pullen Rd. Raleigh, NC 27607.

The Project consists generally of the following major items:

The City of Raleigh Parks, Recreation, and Cultural Resources Department invites bids for the complete renovation of the third floor of Pullen Arts Center, located at 105 Pullen Road, Raleigh, NC 27607, as described in the contract documents. Work will include renovating the entire 3,400SF third floor of the existing building. Additionally, work includes waterproofing improvements on the ground floor, main floor, and third floor interior and exterior of the building. Finishes are to be consistent with the rest of the building. Construction will be complete within 180 consecutive days from Notice to Proceed.

Bidding Documents may be examined at Architect's office and at:

- o McGraw-Hill Construction Dodge - [www.construction.com/products/dodge-planroom](http://www.construction.com/products/dodge-planroom)
- o Hispanic Contractors Association of the Carolinas (HCAC), [www.hccarolinas.org](http://www.hccarolinas.org), phone 877.227.1680 [www.thehcac.org](http://www.thehcac.org), email bid documents: [ligmeldy@hccarolinas.org](mailto:ligmeldy@hccarolinas.org)
- o Construct Connect – [www.constructconnect.com](http://www.constructconnect.com)
- o The Blue Book Building & Construction Network – [www.thebluebook.com](http://www.thebluebook.com)
- o North Carolina Institute of Minority Economic Development – [www.theinstitutenc.org](http://www.theinstitutenc.org)

Complete Bidding Documents may be obtained by registering at the office of the Architect: Clearscapes. PA, Aura Duggins. [aduggins@clearscapes.com](mailto:aduggins@clearscapes.com) and purchasing from ARC Document Solutions, (919) 388-9900, [raleigh.customerservice@e-arc.com](mailto:raleigh.customerservice@e-arc.com). ARC Document Solutions is located at 951 Aviation Parkway, Suite 700, Morrisville, NC 27560. Electronic documents will be provided at no cost. If desired, hard copies may be obtained upon providing a non-refundable fee for each set of documents, which includes all contracts.

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.

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.

Bid Security in the amount of five percent (5%) of the Bid must accompany each Bid and shall be subject to the conditions provided in 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.

City of Raleigh  
Janet Cowell, Mayor

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