

NOTICE TO BIDDERS

Sealed proposals will be received by the Department of Natural and Cultural Resources at the addresses listed below up to 2:00 pm, Thursday, January 29, 2026, and immediately thereafter publicly opened and read for the Roanoke Island Festival Park Building Repairs.

**North Carolina Department of Natural and Cultural Resources
Roanoke Island Festival Park
Building Repairs
SCO #22-25699-01B**

Scope of work includes, but is not limited to, the furnishing of labor, material for the replacement of existing light fixtures with new LED light fixtures, replacement of (2) exterior entry doors with new doors, replacement of exterior wood decking and steps with new treated wood, and renovation of two restrooms. Work areas are located throughout the Roanoke Island Festival Park main building interior and exterior, Gift Shop, Museum Lobby, and Theater.

Bids will be received for a single prime contract - General Construction. All proposals shall be lump sum.

Project name, contractor's name, and contractor's license number must be clearly marked on the outside of the bid envelope.

You may submit your bid package in advance of the opening date. Your sealed envelope will be held and unsealed at the bid opening time. **If you wish to send your bid via US Mail, FedEx or UPS**, please allow several days for delivery since the **bid must be received (NOT postmarked)** by the date and time stated in the solicitation.

USPS: 4605 Mail Service Center, Raleigh, NC 27699-4605

UPS/FedEx: 109 E. Jones St, Raleigh, NC 27601

Drop Off: Main Lobby Entrance Security Desk; 109 E. Jones St, Raleigh, NC 27601

Bids may also be emailed before the deadline (no faxes); steven.miller@dncr.nc.gov

Non-Mandatory Pre-Bid Meeting

A **NON-MANDATORY PRE-BID MEETING** will be held at 2:00 pm on Thursday, January 15, 2026, in the auditorium at 1 Festival Park Drive, Manteo, NC 27954.

Justification of any approvals will be made available to the public in writing no later than seven (7) days prior to the bid date.

Complete plans, specifications, and contract documents may be obtained from Bowman Murray Hemingway Architects upon deposit of one hundred dollars (\$100) in cash or certified check. The full plan deposit will be returned to those bidders provided all documents are returned in good, unmarked, and usable condition within ten (10) days after the bid date.

Electronic copies of plans and specifications may be obtained in PDF format at no cost by emailing bowers@bmharch.com.

NOTE: The bidder shall include with the bid proposal the form *Identification of Minority Business Participation* identifying the minority business participation it will use on the project and shall include either *Affidavit A* or *Affidavit B* as applicable. Forms and instructions are included within the Proposal Form in the bid documents. Failure to complete these forms is grounds for rejection of the bid. (GS143-128.2c Effective 1/1/2002.)

All contractors are hereby notified that they must have proper license as required under the state laws governing their respective trades.

General contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina, will be observed in receiving and awarding general contracts. General contractors submitting bids on this project must have a license classification for Building - Unlimited as required by the General Contractors Licensing Board under G.S.87-1.

Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company, insured by the Federal Deposit Insurance Corporation, of an amount equal to not less than five percent (5%) of the proposal, or in lieu thereof a bidder may offer a bid bond of five percent (5%) of the bid executed by a surety company licensed under the laws of North Carolina to execute the contract in accordance with the bid bond. Said deposit shall be retained by the owner as liquidated damages in the event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

A performance bond and a payment bond will be required for one hundred percent (100%) of the contract price.

Payment will be made based on ninety-five percent (95%) of the monthly estimates, and the final payment will be made upon completion and acceptance of work.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

The owner reserves the right to reject any or all bids and to waive informalities.

Designer:

George Hemingway, AIA
Bowman Murray Hemingway Architects
514 Market Street
Wilmington, NC 28401
910-762-2621

Owner:

Steven Miller
Department of Natural and Cultural Resources
109 E. Jones St.
Raleigh NC 27601
919-84-6615