



## Invitation for Bid No. 2026-024

### Union County Progress Building Backup Generator

**Due Date:** October 15, 2025  
**Time:** 2:00 PM Local Time  
**Receipt Location:** Union County Government Center  
Procurement and Contract Management  
610 Patton Avenue  
Monroe, NC 28110

#### Non-Mandatory Pre-Bid Conference and Site Visit

**Due Date:** September 29, 2025  
**Time:** 10:00 AM Local Time  
**Location:** Union County Progress Building  
1407 Airport Road  
Monroe, NC 28110

#### Procurement Representative:



Juan Rodriguez-Cruz  
Procurement Specialist  
Procurement and Contract Management  
(704) 283-3519  
Juan.Rodriguez-Cruz@unioncountync.gov

#### Prepared by:

Dane Stivers, P.E.  
Sr. Electrical Engineer  
Progressive Companies  
1801 N. Graham St  
Charlotte, NC 28206



This item has been electronically signed and sealed by Dane A. Stivers using a Digital Signature and date. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

 <p>This item has been electronically signed and sealed by Jeremy L. Briggs, using a Digital Signature and date. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.</p>
 <p>This item has been electronically signed and sealed by Dane A. Stivers using a Digital Signature and date. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.</p>

MECHANICAL ENGINEER  
 Jeremy L. Briggs  
 Progressive Architecture Engineering, P.C.  
 License #049750

ELECTRICAL ENGINEER  
 Dane Stivers  
 Progressive Architecture Engineering, P.C.  
 License #054688

UNION COUNTY, NORTH CAROLINA

**Union County Progress Building Backup Generator  
IFB 2026-024**

ADVERTISEMENT FOR BIDS

Sealed Bids for Union County Progress Building Backup Generator will be **received by Union County Procurement and Contract Management**, 610 Patton Avenue, Monroe, North Carolina 28110 **until 2:00 PM local time on October 15, 2025**, at which time the Bids received will be publicly opened and read. Late bids will not be accepted.

If a Bid is sent by mail or other delivery system, the sealed envelope containing the Bid shall be enclosed in a separate package plainly marked on the outside with the notation **“BID ENCLOSED – 2026-024”** and shall be addressed to Union County Procurement and Contract Management, Attn: Juan Rodriguez-Cruz, 610 Patton Avenue, Monroe, NC 28110.

A Non-Mandatory Pre-Bid meeting will be held on **September 29, 2025, at 10:00 AM** local time at the Union County Progress Building, 1407 Airport Road, Monroe, NC 28110. Attendance at this meeting is strongly encouraged.

**Scope of Work:** Design and install a backup generator and peripheral equipment such as an automatic transfer switch (ATS) to provide full backup supply during loss of normal utility power. The strategy for full backup will consist of resupplying the existing main distribution panels from a new ATS connected to both normal and backup power. The exiting circuits being fed from the existing main distribution panels will remain as is. In addition, Union County desires to include the ability to connect a temporary generator to the electrical system in the event the backup generator is unavailable to provide backup power (maintenance, etc.). Therefore, a manual transfer switch docking station will be included in the design.

The Work includes coordinating with Union County Facilities and Fleet Management for access, security, and shutdowns.

Bids will be received for a single prime Contract. Bids shall be on a lump sum basis as set forth in the Bid Form.

**All questions about the meaning or intent of the Bidding Documents are to be submitted in writing to the Procurement contact person listed on the cover page (Juan.Rodriguez-Cruz@unioncountync.gov). Deadline for questions is 5:00 PM local time on October 02, 2025.** Questions will be addressed via Addenda no later than 7 days prior to bid date.

The Issuing Office for the Bidding Documents is:

Name of Issuing Office: Progressive Companies  
1801 North Graham Street  
Charlotte, NC 28206  
Contact Name: Dane Stivers  
Contact E-mail Address: Dstivers@weareprogressive.com  
Contact Phone: (704) 731-8088

Prospective Bidders may examine the Bidding Documents at Union County Procurement and Contract Management at 610 Patton Avenue, Monroe, North Carolina on Mondays through Fridays between the hours of 8:00 AM and 5:00 PM and may obtain copies of the Bidding Documents from the Issuing Office as described below.

Progressive Companies		IFB 2026-024
96520008	1	Union County Progress Building Backup Generator
100% Construction Documents August 20 2025	00 11 13	Union County Progress Building Backup Generator

Bidding Documents are available in electronic or printed form from Duncan-Parnell via their bid room <https://www.bidroom.duncan-parnell.com> Registration with Duncan-Parnell is required to obtain the bid documents. There is no charge for registration. Printed hard copies of the Bidding Documents can be ordered and shipped for an additional fee, which will depend on the number of sets, size of Drawings, applicable taxes, and shipping method selected by the prospective Bidder. The approximate costs of the Bidding Documents and shipping are non-refundable, and are as follows:

- Download (PDF)                      \$132.00 plus tax
- Printed Set and Digital Set      \$99.00 plus tax

Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda if any, obtained from sources other than the Issuing Office or Duncan-Parnell.

Bidders must have a license to do work as a contractor in the State of North Carolina, as set forth under Article 1 chapter 87 of the North Carolina General statutes. The bidder’s North Carolina Contractor license number shall be designated on the outside of the sealed envelope containing the Bid.

Bidders are required to provide a non-collusion affidavit, as set forth in the bidding documents.

As provided by statute, a deposit of cash, cashier’s check or certified check on some bank or trust company insured by the Federal Deposit insurance Company, or a bid bond executed by corporate surety licensed under the laws of North Carolina to execute such bonds in the amount of 5% of the bid must accompany each bid. The payee shall be “**Union County**”. Said deposit shall guarantee that the Agreement will be entered into by the successful bidder if award is made. Such deposit may be held by Union County until the successful bidder has executed and delivered all required Contract documents to Union County.

Union County reserves the right to reject any or all bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. Owner further reserve the right to reject the Bid and Bidder whom they find, after reasonable inquiry and evaluation, to not be responsible. Owner may also reject the Bid and Bidder if the Owner believes that it would not be in the best interest of the Project to make an award to that Bidder. Owner also reserves the right to waive all informalities and technicalities not involving price, time, or changes in the Work and to negotiate, as allowed by law, contract terms with the Successful Bidder.

Union County encourages good faith effort outreach as described in the Union County MBE and Small business Outreach Plan. Compliance with Union County Minority and Small Business Guidelines and Outreach Plan goals apply. **Bidders shall submit a completed identification of Minority Participation form and either an Affidavit A or Affidavit B, as applicable along with their Bid.**

END OF DOCUMENT 00 11 13

Progressive Companies		IFB 2026-024
96520008	2	Union County Progress Building Backup Generator
100% Construction Documents August 20 2025	00 11 13	Union County Progress Building Backup Generator