

Advertisement for Services

Issue Date: 9/23/2025
Project Name: City of Asheville City Building Security
Project Number: 298-FY26-CMD-BID-Building Security

Pursuant to the City of Asheville's Procurement, Purchasing and Contracting Policy, Bids will be received by the City of Asheville for the following:

Description of Work:

Pursuant to the City of Asheville's Procurement, Purchasing and Contracting Policy, bids will be received by the City of Asheville for the following: armed/unarmed security throughout city locations. Notice is hereby given that the City will accept bid until October 20th 2025 by 3:00pm EDT.

Bid Schedule:

Issuance Date	September 23rd, 2025
Pre-Bid Meeting Google Meet joining info Video call link: Meet Here	September 30th, 2025 @ 3:00PM
Deadline to Submit Questions:	October 3rd, 2025 @3:00PM
Deadline for Bid Submittals:	October 20th 2025 by 3:00pm EDT
Contract Start Date	Dec 12, 2025

Pre-Bid Meeting attendance is highly encouraged but not mandatory. The project, the City's Business Inclusion Plan and the City's Drug-Free Workplace Policy will be explained.

Bid Documents:

Invitation to Bid Documents are posted on the City procurement website at www.ashevillenc.gov/bids. This is *the official source* of this solicitation. All updates to this solicitation shall come in the form of published addenda and shall be published to the same location. **The City will not be responsible for full or partial sets of Contract Documents including any addendum obtained from any other source.**

Email Address: (Bidders may email bids at their own risk):**
 eMail subject: 298-FY26-CMD-BID-BuildingSecurity
 eMail sent to: ivasbinder@ashevillenc.gov

** The City of Asheville may send an acknowledgement of receipt of bid, however this does not guarantee eMailed bids are received. Bidders should send a test email to verify the email address. Email bids at Bidders own risk.

The City of Asheville reserves the right to reject any or all Bids and to waive informalities.

Physical Address (FedEx, UPS, Hand Delivery)	Mailing Address (USPS)
City of Asheville Capital Management Department Attention: Lisa Vasbinder City Hall - 1st Floor - Room 100 70 Court Plaza Asheville, NC 2880	City of Asheville Capital Management Department Attention: Lisa Vasbinder P.O. Box 7148 Asheville, NC 28802

Hours of Operation: 8:30 a.m. - 5:00 p.m. (EST), Monday through Friday

Phone:828-620-1372

Email: capitalprojects@ashevollenc.gov

Information:

All questions concerning this Invitation to Bid should be submitted via email to:

Lisa Vasbinder lvasbinder@ashevollenc.gov
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Please send a confirmation/test email to Lisa Vasbinder prior to submitting your questions. Please put “298-FY26-CMD-Bid-BuildingSecurity” in the subject line of your email. You will receive a confirmation email or receipt. If you do not receive a confirmation email, please reach out to the City of Asheville at 828-620-1372 before the submission deadline. This number is for email test failures only.

Asheville Business Inclusion Policy: The City of Asheville has adopted the Asheville Business Inclusion Policy to encourage women and minority businesses' participation in the public bidding process. The purpose of this outreach effort is to increase the likelihood of availability and utilization of MWBEs in the award of contracts. Bidders are hereby notified that this Bid is subject to that Policy's provisions. Questions regarding the Asheville Business Inclusion Policy may be directed to City of Asheville, Post Office Box 7148, Asheville, NC 28802-7148 or by phone at 828-259-5811 or by email abi@ashevollenc.gov.

Bidders are invited to show proof of MWBE status, to include NC Office of Historically Underutilized Businesses or other MWBE certifications. If not already certified with the ABI Office at the City of Asheville, bidders are further invited to become certified with the City of Asheville as an MWBE vendor. Please use this link: [ABI Certifications](#)

It is the Policy of the City to (1) provide minorities and women an equal opportunity to participate in all aspects of its contracting and procurement programs and (2) to prohibit any and all discrimination against persons or businesses in pursuit of these opportunities.

General Services: A 2023 disparity study conducted by the City of Asheville indicated a disparity among Minority-and Women-owned businesses (MWBEs) on general services contracts. The study indicated that of the contractors available for utilization on general services, 8.39% are Black or

African-American-owned and Women-owned. The City of Asheville has set an annual aspirational MWBE goal of 8.39% for general services contracts. Although achieving this goal is not a criterion for the award of this Contract, it is expected that documents will reflect that every effort has been made to conduct inclusive outreach to ensure that contractors with existing disparities have an opportunity to participate in contracting with the City of Asheville.

The Bidder shall provide applicable ABI Affidavits, as described in the project manual on page 17 - Asheville Business Inclusion (ABI Goals), with their bid in order to be deemed responsive, failure to do so will result in the Bidders bid being deemed non-responsive and disqualified.

Drug Free Workplace: The City of Asheville is a drug-free workplace employer. By submitting this bid, the prospective contractor certifies that if awarded the contract, they and their subcontractors shall comply with the following:

The City requires contractors/vendors entering into a contract with the City to provide a drug-free workplace in the performance of said contract. The contractor, upon execution of the contract, certifies that it will provide a drug-free workplace during the performance of the work on this contract. The contractor agrees to do the following:

Notify employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the workplace and specify the actions that will be taken for violations of such prohibitions. Responsive actions should be appropriate and sufficient to address and remediate any violations of this requirement.

Miscellaneous Requirements of the Bids:

- Prospective Contractors are notified of a City policy that prohibits contracting with persons or firms who are delinquent in the payment of ad valorem taxes owed to the City of Asheville.
- All bids must be submitted on the FORM provided.

- End -