

**00 11 16      INVITATION TO BID**

**ARTICLE 1 – GENERAL NOTICE**

1.01 The Town of Southern Pines (Owner) is requesting Bids for the construction of the following Project:

North Pressure Zone Elevated Storage Tank  
North Pressure Zone (Water Project #4)

1.02 Description of the Work

- A. Construction of 1.0 MG Elevated Storage Tank (EST)
- B. Construction of Water Line Connection for EST
- C. Construction of driveway and other associated site work to include but not limited to fencing and grading
- D. Coordination with power utility for power to site

**ARTICLE 2 – EXAMINATION AND PURCHASE OF DOCUMENTS**

2.01 Advertisement and bidding information for the Project can be found at the following procurement website:

**PlanScope – [www.planscope.com](http://www.planscope.com)**

2.02 Prospective Offerors must register with the procurement website as a plan holder, even if the Contract Documents are obtained from a plan room or other site. All official notifications, Addenda, and other documents will be offered only through the procurement website.

2.03 The Contract Documents may be downloaded from the procurement website by prospective Offerors registered as plan holders. Offerors are responsible for ensuring that a complete set of documents, as defined in Section 00 52 13 “Agreement,” are used in the preparation of their Bids. The documents are made available for the sole purpose of obtaining Bids for completion of the Project and permission to download does not confer a license or grant permission or authorization for any other use. Authorization to download documents includes the right for Offerors to print documents for their sole use, provided they pay all costs associated with printing or reproduction. Printed documents may not be re-sold under any circumstances.

2.04 The procurement website will be updated periodically with Addenda, lists of interested parties, reports, or other information relevant to submitting a Bid for the Project.

2.05 Printed copies of the Contract Documents, Technical Data, and other information may be examined free of charge at the following address:

Town of Southern Pines  
801 SE Service Road  
Southern Pines, NC 28387  
Hours Available for Viewing: 9am-4pm

### **ARTICLE 3 – PRE-BID CONFERENCE**

3.01 No pre-bid conference for the Project will be held.

### **ARTICLE 4 – SITE TOUR**

4.01 No tour of the Site will be held.

### **ARTICLE 5 – QUESTIONS REGARDING BIDDING PROCESS OR SOLICITATION DOCUMENTS**

5.01 Questions are to be submitted using the question and answer process on the procurement website. Responses to questions posted on the procurement website will be posted for the benefit of all Offerors. A response will be posted for questions submitted until 2:00 p.m. on March 18, 2026.

5.02 A response to a question posted on the procurement website that requires modification of the Contract Documents will be made by Addenda. Modifications to the Contract Documents prior to the award of the Contract can only be made by Addenda. Only answers in Addenda posted on the procurement website will be binding. Oral and other interpretations or clarifications will be without legal effect.

### **ARTICLE 6 – BID SECURITY**

6.01 Offerors must submit an acceptable Bid Security with their Bids as a guarantee that the Successful Offeror will enter into a contract for the Project with the Owner within 15 days of Notice of Award of the Contract. The Bid Security must be payable to Town of Southern Pines in the amount of 5 percent of the proposed Contract Price. The Successful Offeror must execute the Contract and bonds on the forms provided in the Contract Documents and provide evidence of insurance as required by the Contract Documents.

6.02 Bid Security must be in the form of a bid bond. The bid bond may be submitted on the form provided in Section 00 43 13 "Bid Bond" or Offerors may provide their surety's standard penal sum bid bond form. The bid bond must reference the Owner and the Project by name as identified in this Section.

### **ARTICLE 7 – DELIVERY OF BIDS**

7.01 Sealed Bids must be delivered to the Owner via PlanScope no later than 2:00 p.m. on March 25, 2026 to be accepted. The Bids will be publicly opened and read aloud at this time at the address

listed below including the names of the Offerors and their Bids. Bids received after this time will be returned unopened. Address Bids to the Owner as follows:

- ATTN: James Michel, PE
- Bid Opening:  
801 Southeast Service Road  
Community Development Building Conference Room  
Southern Pines, NC 28387

#### **ARTICLE 8 – AWARD OF CONTRACT**

8.01 It is the intent of the Owner to award this Contract to the lowest responsible Offeror. The Owner reserves the right to adopt the most advantageous interpretation of the Bids submitted in the case of ambiguity or lack of clearness in stating bid prices, to reject any or all Bids, and/or waive formalities. Bids will remain subject to acceptance and may not be withdrawn within sixty (60) days from the date on which Bids are opened.

#### **ARTICLE 9 – DIVERSE BUSINESS PARTICIPATION PROGRAM**

9.01 Selected Contractor will be required to comply with any applicable diverse business participation goals required by Chapter 143 of the North Carolina General Statutes.

#### **ARTICLE 10 – OTHER CONTRACT REQUIREMENTS**

- 10.01 Offerors will be required to show evidence that they are licensed by the State of North Carolina to perform the Work required for this Project as required by Chapter 87, Article 1 of the North Carolina General Statutes and Section 00 21 13 “Instructions to Offerors.”
- 10.02 Performance and payment bonds will be required for this Project.
- 10.03 Offerors will be required to submit Section 00 45 02 “Non-Collusion Certification” with their Bids. Failure of any Offeror to provide the required affidavit to the Owner may be grounds for disqualification of the Offeror’s Bid.

**END OF SECTION**

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