



## Henderson County Capital Projects

100 North King Street, Suite 206  
Hendersonville, North Carolina 28792

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**Memorandum To:** *Interested Qualified Bidders*

**From:** *Thad Ninnemann*  
*Capital Projects Project Manager*

**Subject:** ***Request for Proposals***  
***Henderson County Edneyville Library Porch Enclosure***

**Date:** *March 1, 2021*

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Henderson County requests proposals to enclose the existing porch on the back of the Henderson County Edneyville Library, located in Hendersonville, NC, 28792.

**Mandatory Pre-Bid Meeting:** **March 5, 2021 @ 1:30 pm**  
Henderson County Edneyville Library  
2 Firehouse Road  
Hendersonville, NC 28792

**Proposals are due:** **March 12, 2021 @ 1:30 pm**  
HC Government Offices First Floor Meeting Room  
100 North King Street  
Hendersonville, NC 28792

**Location of Work:** Henderson County Edneyville Library  
2 Firehouse Road  
Hendersonville, NC 28792

Sealed hard copy bids, no emails, will be received from bidders by Henderson County at the Henderson County Government Offices 100 North King Street, Suite 206, Hendersonville, North Carolina 28792, until 1:30 PM on March 12th, 2021, for the Henderson County Edneyville Library Porch Enclosure, located at 2 Firehouse Road, Hendersonville, North Carolina 28792. Hard copy bids may be delivered to the above address via Fed Ex, UPS, etc. to the Attention of Thad Ninnemann prior to the bid due date.

All bidders are hereby notified that they shall be properly licensed under the state laws governing their trades.



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Brief scope of work for the base bid includes to provide a turnkey project inclusive of all labor, materials, supervision, disposal fees, permits, and inspections for the enclosure of the back porch of the Edneyville Library inclusive of, but not limited to, new foundation, masonry, carpentry, electrical, mechanical, insulation, drywall, painting, doors and hardware, roofing, etc. as detailed in the Edneyville Library Porch Enclosure drawings dated February 19, 2021 by Clark Nexsen Architects.

Electronic project documents may be obtained from the Henderson County website @ <https://www.hendersoncountync.gov/rfps> under the Edneyville Library Porch Enclosure Project RFP.

Additional requirements of the project include:

- Provide all required permits inclusive of permit fees.
- Remove all trash and debris associated with this work to a designated dumpster provided by contractor.
- Restore all disturbed areas around the site to as close as possible to existing conditions.
- All approved work schedules will be coordinated with Henderson County Library staff.
- Provide the necessary protection of existing finishes within the Library during construction.

### The following information must be included in the proposal:

1. Proposals are to be in the form of a Proposed Contract signed by the bidder and ready for the County's signature:
  - a. Include lump sum price for base bid inclusive of all work required.
  - b. Include separate pricing for any proposed alternates.
  - c. Include a potential project start date
  - d. Provide a completed W-9 form with proposal

Contract will be awarded based on the base bid for project.

A Pre-Bid Meeting is scheduled for 1:30 PM on March 5, 2021, at the jobsite, Henderson County Edneyville Library, address listed above. Attendance is Mandatory.

See "Doing Business with Henderson County" for general information and Henderson County Insurance and Bond Requirements along with Minority Business Participation Guidelines at <https://www.hendersoncountync.gov/county/page/doing-business-henderson-county>

As a party wishing to contract or otherwise do business with Henderson County, You must understand that you have a duty (imposed by North Carolina law in 2013), as a condition of payment for goods provided or services rendered, to



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Comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (E-Verify). Further, if you provide the goods and services to the County utilizing a subcontractor, you must require the subcontractor to comply With the requirements of Article 2 of Chapter 64 of the General Statutes as well. You are required to verify, by affidavit, compliance of these terms of this Section upon the County's request.

Henderson County reserves the right to reject any and / or all bids. Qualified contractors interested in bidding on the project should contact Thad Ninnemann @ [tninnemann@hendersoncountync.gov](mailto:tninnemann@hendersoncountync.gov) .