



Henderson County Capital Projects

100 N. King St. Project Management Suite
Hendersonville, North Carolina 28792

Memorandum To: Interested Qualified Bidders

*From: Bryan Rhodes
HC Capital Projects Director
Brian Cotton
HC Capital Projects Superintendent
Ronnie Kilby
HC Capital Projects Project Coordinator*

*Subject: Request for Proposals:
Henderson County Sports Complex Restroom Buildings*

Date: 4/1/2026

Mandatory Pre-Bid Meeting: **April 8th, 2026 @ 10:00 am**
Berkeley Mills Sports Park
47 Balfour Rd.
Hendersonville, NC 28792

Proposals are due: **April 23rd, 2026 @ 3:00pm**
Henderson County Government Offices
Attention: Brian Cotton
100 North King Street Project Management Suite
Hendersonville, NC 28792

Location of Work: Berkeley Mills Sports Park
69 Balfour Rd.
Hendersonville, NC 28792

Last Day For Questions: **April 15th, 2026 @ 3:00pm. Questions must be sent via**
Email to Brian Cotton at bcotton@hendersoncountync.gov

Sealed hard copy bids will be received from bidders by Henderson County at the Henderson County Government Offices, 100 North King Street, Project Management Suite, Hendersonville, North Carolina 28792 until April 23rd, 2026 @ **3:00pm** .

It is the sole responsibility of the vendor that its bid reaches Henderson County by the designated date and time indicated above.



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Scope of Work:

Complete turnkey construction of the 3 Restroom buildings in attached plans and specs.

- Contractor is responsible for all required permits and inspections.
- **Building 1. Ticket Office/ Restrooms**
Contractor is to provide and install all materials required for complete construction of building per plans and specs. To include, but not limited to Foundation, Slab, CMU and Metal stud framing and finishes, Electrical equipment, HVAC equipment, Interior partitions (framed and pre fab).
- **Building 2. Picnic Shelter / Restrooms**
Contractor is to provide and install all materials required for complete construction of building per plans and specs. To include but not limited to Foundation, Slab, CMU and Metal stud framing and finishes, Electrical equipment, HVAC equipment, Interior partitions (framed and prefab).
- **Building 3. Existing storage/ Restrooms**
Contractor will provide slab for the existing storage building but is NOT responsible for moving existing building.
- Contractor is to provide and install all materials required for complete construction of restrooms at end of slab as shown per plans and specs. To include but not limited to Foundation, Slab, Metal stud framing and finishes, Electrical equipment, HVAC equipment, Interior partitions (framed and pre fab).
- Sewer, Water and Electrical will be stubbed at each building site. Awarded contractor will be required to make all connections.
- Awarded contractor will need to coordinate with the site contractor for access to building site.
- Awarded Contractor Must Provide a 1-year warranty on all workmanship, materials and equipment from the completion date.

Substantial completion date of this project is October 1, 2026.

- Buildings #1 Ticket Office/ Restrooms and Building #2 Picnic Shelter/ Restrooms must be complete by this date.
- Liquidated damages of \$1,000 per day will be applied, per day past the date of substantial completion. Liquidated damages will be determined upon contractor performance and shall not be applied to any delays due to procurement of needed units or materials for this project.



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Job Specifics:

Henderson County Sports Complex Restroom Buildings Project is to be bid by a North Carolina General Contractor. License must be included in bid package

All material substitutions need to be submitted by contractor and approved by owner.

Site Conditions:

1. The Contractor will be responsible for permitting and scheduling of inspections.
2. The Contractor will be responsible for providing own power for project.
3. The Contractor will be responsible for providing a dumpster.
4. The Contractor will be responsible for providing their own storage containers for material, as needed
5. Smoking is not permitted on the job site.
6. Any damage to walkways, pads, patios and foliage will be the responsibility of the Contractor to repair or replace at their expense.
7. All workers are required to wear proper work attire.
8. Weapons are prohibited on County property.

The following information must be included in the proposal:

1. All applicable licensure with North Carolina.
 2. General Workday Schedule for "all anticipated workday start and completions" or stoppage.
 3. Warranty on all above work
 4. Proposals to be in the form of a proposed contract signed by the bidder and ready for the County's approval, Henderson County Public Schools approval and having signature lines for signatures by both agencies.
 5. Include a copy of COI and W-9 form.
 6. Proposals should include a lump sum price for the base bid work with separate pricing for each alternate listed.
 7. All bids of \$300,000 or more, are required to provide 100% **Payment Performance Bonds** for the base bid and included alternates.
 8. All Bids of \$500,000 or more, include **Bid Bond** in an amount equal but not less than five percent (5%) of the gross amount of the base bid and included alternates.
 9. Include all applicable taxes in your proposal. Henderson County is not tax exempt.
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Project will be awarded based on total Base Bid

TOTAL BASE BID \$ _____

Base Bid as specified in Engineered drawings.



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ACCEPTANCE OF WORK

1. All work must be permitted by Henderson County and receive County inspections. Owner is to receive written copies of all.
2. Owner is to receive all warranties, maintenance manuals, product data and closeout documents.

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>

Terms & Conditions:

Any proposal submitted to Henderson County shall be deemed to include all the Terms and Conditions shown in the document found online at

https://www.hendersoncountync.gov/sites/default/files/fileattachments/henderson_county/page/42611/terms_conditions.15.23_0.pdf

These Terms and Conditions, which refer to a “purchase order”, shall be deemed to be included in any contract entered into as a result of this Request for Proposals (“RFP”).

Any attempt by a proposed contracting party (the “Bidder”) under the RFP to exclude any of these Terms and Conditions shall cause any Proposal made in response to this RFP to be deemed to be non-responsive (unless Henderson County has notified the Bidder that the funding source for the goods or work sought under this RFP is not federal funds, in which case those provisions under number 15 of the Terms and Conditions (and all subparts thereunder) may be excluded from a Proposal.

Henderson County reserves the right to reject any and / or all bids. Qualified contractors interested in bidding on this project may contact **Brian Cotton @ bcotton@hendersoncountync.gov**