



## **NOTICE TO BIDDERS**

November 10, 2021

The County of Currituck, North Carolina (“the Owner”) requests bids for interior and exterior renovations to the rear entrance of the Historic Courthouse located at 153 Courthouse Road, Currituck, North Carolina 27929.

Bids will be received by email to Crystal Owens, Contract Purchasing Agent at [Crystal.Owens@CurrituckCountyNC.gov](mailto:Crystal.Owens@CurrituckCountyNC.gov) until 2:00 p.m. Eastern Standard Time (EST) on Thursday, December 9, 2021. Bids received after this deadline will not be accepted. It is the sole responsibility of the Bidder to ensure receipt of its’ bid by the County. Confirmation of receipt by telephone can be made directly to Crystal Owens at 252-232-2381.

Complete Contract Documents in digital (pdf) format for this project may be obtained from Crystal Owens, Contract Purchasing Agent, by email at [Crystal.Owens@CurrituckCountyNC.gov](mailto:Crystal.Owens@CurrituckCountyNC.gov).

A non-mandatory pre-bid meeting will be held on Thursday, November 18, 2021 at 10:00 a.m. at the rear entrance of the Historic Courthouse located at 153 Courthouse Road, Currituck, North Carolina 27929.

Questions and/or requests for clarification shall be submitted in writing to Crystal Owens by email to [Crystal.Owens@CurrituckCountyNC.gov](mailto:Crystal.Owens@CurrituckCountyNC.gov) no later than 2:00 p.m. on Monday, November 22, 2021.

All questions requiring additional information will be responded to in an addendum no later than 2:00 p.m. on Tuesday, November 30, 2021. All addenda shall become part of the Contract Documents.

This is an informal bid. Bids will not be opened publicly and read aloud. Award will be made to the lowest responsive, responsible bidder. No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 30 days.

All bidders must meet the licensing requirements under Chapter 87 of the N.C. General Statutes. Small Business Entities, Women Owned Businesses and Minority Owned Businesses are encouraged to submit bids.

The County reserves the right to reject any or all bids and to waive informalities and defects, as it may deem to be in its best interest.