

## Pre-Bid MINUTES

### NCSPA Shipping and Receiving Morehead City, NC SCO# 24-28316-01A

- I. Sign In Sheet: See Attachment
- II. Review Bid Date:
  - January 16, 2025 at 2:00PM
  - Location: Second Floor Conference Room, Maritime Building
  - Single Prime Bid (Formal Bid)
  - Bid Bond Is Required – See attached form
  - Performance Bond & Payment Bond Is Required
- III. Project Time:
  - 180 Consecutive Days
  - \$250 Per Day Liquidated Damages
- IV. Scope of Work:
  - See Plans and Specifications. New wood framed office, porch, and ramp with associated PME and sitework.
  - Normal working hours are to be 7:30am-4:30pm.
  - Work on Saturdays and Holidays must be approved by the Owner.
- V. MBE Requirements
  - See specifications for requirements.
  - Minority participation is encouraged.
- VI. Addendums
  - Addendums will be posted on Architect's website.  
[www.coastalarchitecture.net](http://www.coastalarchitecture.net)
- VII. Questions/Comments
  - This is a State Construction Office Project, and– *No Building Permit is required.*
  - There will be a State Construction Monitor
  - The Electrical State Inspector is your Inspector for Electrical. All information can be found on the State website for the Inspector. The Engineer needs to be contacted first for an inspection, then state second.
  - TWIC Cards will be **required** for Contractors to work on site.
  - The existing 12" water main belongs to the town of Morehead City.
  - Impact window selection to be reviewed by Architect.
  - Bid Bond form attached.
  - Civil Engineer to review if water line to be bored under street.
  - Existing office onsite to be moved. Does not have an axel.
  - No firearms, drugs, alcohol, etc., are allowed on State property.
  - Lay down areas were reviewed on site.
  - Existing onsite truck arrivals and departures are not to be interrupted.
- VIII. Contractors are encouraged to view the work area but must check in for site visits.

**FORM OF BID BOND**

KNOW ALL MEN BY THESE PRESENTS THAT \_\_\_\_\_ as principal, and \_\_\_\_\_, as surety, who is duly licensed to act as surety in North Carolina, are held and firmly bound unto the State of North Carolina\* through \_\_\_\_\_ as obligee, in the penal sum of \_\_\_\_\_ DOLLARS, lawful money of the United States of America, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed, and dated this \_\_\_\_ day of \_\_\_\_ 20\_\_

WHEREAS the said principal is herewith submitting proposal for and the principal desires to file this bid bond in lieu of making the cash deposit as required by G.S. 143-129.

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION is such, that if the principal shall be awarded the contract for which the bid is submitted and shall execute the contract and give bond for the faithful performance thereof within ten days after the award of same to the principal, then this obligation shall be null and void; but if the principal fails to so execute such contract and give performance bond as required by G.S. 143-129, the surety shall, upon demand, forthwith pay to the obligee the amount set forth in the first paragraph hereof. Provided further, that the bid may be withdrawn as provided by G.S. 143-129.1

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