

Town of Franklinton, North Carolina

Invitation to Bid (ITB)

103 & 105 East Mason Street – Demolition and Stabilization Work



ITB Issue Date: November 14, 2025

Bid Due Date: December 5, 2025, no later than 4:00 PM

1. Project Overview

The Town of Franklinton is seeking bids from qualified contractors for the demolition of interior materials and stabilization of the structures located at 103 and 105 East Mason Street. The project objective is to remove all debris from the interior of the building, to patch any holes in the roof structure, and to stabilize the building with interior structural supports to prevent further damage or deterioration of the structure.

2. Scope of Work

The selected contractor shall furnish all labor, materials, equipment, traffic control, and supervision necessary to complete the following:

- Remove all junk, debris, etc. inside both 103 and 105 East Mason Street
- Install structural support to stabilize the structure
- Patch any holes or openings to the roof and structure
- Stabilize exterior cinderblock foundation along railroad track and properly seal to prevent further water damage.
- Replace damaged siding, fascia, and rotten wood above Coca-Cola mural
- Thoroughly clean both structures, the desired final product is an empty stabilized shell space.

3. General Provisions

Contract Incorporation: This ITB and the selected contractor's response will be incorporated into the final contract.

Right of Rejection: The Town reserves the right to reject any and all bids, waive informalities, and accept bids deemed in the Town's best interest.

Payment: Invoices must be submitted on a Net 30 basis.

Compliance: Contractor must comply with all applicable federal, state, and local laws, including but not limited to:

- N.C.G.S. 143-131 (Informal Bids for Construction/Repair under \$500,000)
- N.C.G.S. 133-32 (Prohibition on Gifts to Public Officials)

4. Insurance & Bonding Requirements

Contractor must be fully insured, carrying general liability insurance of not less than \$1,000,000. Proof of insurance must be submitted with the bid and prior to execution of a contract. Contractor shall also carry all other insurance required by law, including Workers' Compensation coverage.

5. Contract Requirements

Performance Window: Work must be completed within two-months of written notice to proceed from the Town

Mobilization: Must be included in bid

Final Acceptance: No payment will be made until the Town completes a final inspection and any issues are remedied.

Warranty: Contractor shall warrant all work for a period of one (1) year from the date of final acceptance of the Work.

6. Submission Instructions

Bids must be received by 4:00 PM, December 5, 2025. They may be submitted either by:

Email:

zsteffey@franklintonnc.gov

lchandler@franklintonnc.gov

bkearney@franklintonnc.gov

OR

Mail/Delivery:

Town of Franklinton

Attn: Main Street Resurfacing Project

101 North Main Street

Franklinton, NC 27525

Required Contents of Bid:

1. Contractor's name, address, and point of contact
2. Completed Bid Sheet (Attachment A)
3. Completed Bidder Certification Form (Attachment B)
4. Proof of required insurance coverage
5. Proposed schedule of work
6. List of similar completed projects
7. List of three references for similar projects
8. Photocopy of Bidder's North Carolina General Contractor's License and Confirmation that the license is active

7. Evaluation Criteria

Bids will be evaluated based on the following factors:

- Responsiveness to ITB requirements
- Proof of insurance and compliance with safety standards
- Experience with similar projects
- Ability to meet project timeline
- Total cost

The contract will be awarded to the lowest responsive, responsible bidder in accordance with N.C.G.S. 143-131.

8. Contact Information

All questions and requests for clarification must be submitted in writing to:

Zachary Steffey – Town Manager – zsteffey@franklintonnc.gov

Lauren Chandler – Town Clerk – lchandler@franklintonnc.gov

Brad Kearney – Public Works Director – bkearney@franklintonnc.gov

Attachment A – Bid Sheet

103 and 105 East Mason Street – Demolition and Stabilization Work

Description:	Cost:
Remove all trash, debris, damaged materials, clean, etc.	\$
Install interior structural supports, patch any holes in the roof.	\$
Repair missing siding section, replace rotten wood behind fascia, replace flashing/covering above Coca-Cola Sign	\$
Total Lump Sum Project Cost:	\$

All prices shall be inclusive of labor, equipment, materials, insurance, overhead, and profit.

Attachment B – Bidder Certification Form Page 1

103 and 105 East Mason Street – Demolition and Stabilization Work

The undersigned hereby certifies the following:

1. That the undersigned has reviewed the ITB documents and agrees to all terms and conditions contained therein.
2. That the Bidder has carefully examined the site of the Project and adjacent areas and is familiar with the conditions under which the work, or any part thereof, is to be performed and the conditions which must be fulfilled in furnishing and/or installing, erecting or constructing any or all items of the Project.
3. That Bidder has given the Town written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Town is acceptable to Contractor.
4. That the Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
5. That the firm is licensed to do business in the State of North Carolina and has the appropriate contractor's license required by law.
6. That the firm will comply with all applicable federal, state, and local laws.
7. That the firm is an Equal Opportunity Employer and does not discriminate.
8. That the firm carries general liability insurance of not less than \$1,000,000, proof of which will be submitted prior to contract execution.
9. That this proposal shall remain valid for a period of 120 days from the due date.

Attachment B – Bidder Certification Form Page 2

Firm Name:

Authorized Representative (Print): _____

Signature: _____

Title: _____

Date: _____

Contact Phone: _____

Email: _____

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