



FAYETTEVILLE PUBLIC WORKS COMMISSION

PROCUREMENT DEPARTMENT

<https://www.faypwc.com/bids/>

Bid Addendum

PWC Number: PWC2526001

Bid Title: Annual Contract for Overhead Distribution

Bid Opening Date and Time: December 17, 2025 @ 2:00 pm

Addendum Number: 3

Addendum Date: December 3, 2025

Procurement Manager: *Nikole Bohannon*
procurement@faypwc.com

- 1. Addenda acknowledgement is required within the IFB Bid Pricing Form. Failure to acknowledge may result in rejection of the response.
- 2. The solicitation is hereby modified as follows:

M1. Bid Schedule. The IFB Schedule has been revised to extend the IFB schedule.

Action	Responsibility	Date/Time
Submit IFB	Bidders	Wednesday, December 17, 2025 @ 2:00 pm
Target Commission Date	PWC	Wednesday, January 14, 2026
Target Council Date	PWC	Monday, January 26, 2026
Award of Contract	PWC & Bidder	February 2026

M2. Bid Submittal Checklist has been updated and replaced, as attached to this addendum.

M3. Small and Disadvantaged Business Enterprise (SDBE) Program Plan & Forms. The SDBE Program Plan and Forms has been added to the Bid Submittal Documents and attached to this addendum.

M4. SDBE, SLS, and Local Disclosure Form. The SDBE, SLS, and Local Disclosure Form has been added to the Bid Submittal Documents and attached to this addendum.

- 3. The solicitation is hereby clarified as follows:

C1. TOTAL BASE BID. The Total Base Bid value shall be based on the cumulative sub-totals of the Compatible Units (CUs) to determine the lowest, responsive, responsible bidder.

The Cost-Plus Work for Labor and Equipment sub-totals will not be included in the Total Base Bid value.

Attachments:

Bid Submittal Checklist

SDBE Program Plan & Forms

SDBE, SLS, and Local Disclosure Form

BID SUBMITTAL CHECKLIST

- 1. Enter Contractor's License Number where called for in the Bid Form and on the outside of the sealed envelope containing the Bid.
- 2. Photocopy of Contractor's License.
- 3. Bid Bond
- 4. Bid Forms Section 00300.
- 5. Provide the responsible North Carolina Registered Agent for Insurance Claims. Include contact information.
- 6. Provide the proposed responsible Bonding Company name. Include contact information.
- 7. List of proposed Subcontractors and material suppliers exceeding 5% of the Contract Value.
- 8. Non-Collusive Affidavit.
- 9. Nondiscrimination Clause.
- 10. Affidavit of Organization and Authority and Sworn Statement.
- 11. Equal Employment Opportunity Acknowledgment.
- 12. Certification regarding Debarment, Proposed Debarment, and other Responsible Matters.
- 13. FTA Certification Regarding Lobbying.
- 14. Affidavit A – Listing of Good Faith Efforts, et al.
- 15. Affidavit B – (Only if the Contractor will perform **ALL ELEMENTS OF THE WORK** on this project with their own forces **AND** will complete **ALL ELEMENTS OF THIS PROJECT WITHOUT THE USE OF SUBCONTRACTORS, MATERIAL SUPPLIERS, OR PROVIDERS OF PROFESSIONAL SERVICES.**
- 16. Affidavit E - Identification of Minority Business Participation Form.
- 17. SDBE, SLS, and Local Disclosure Form.

****FAILURE TO SUBMIT THE ABOVE FORMS WITH THE BID FORM PROVIDED HEREIN
MAY BE JUST CAUSE FOR REJECTION OF THE BID BY THE OWNER****

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

FAYETTEVILLE PUBLIC WORKS COMMISSION

SDBE COMPLIANCE PROVISIONS

APPLICATION:

The requirements of Fayetteville Public Works Commission (PWC) Small Disadvantaged Business Enterprise Program for participation in specific contracts are hereby made part of the Contract Documents. Copies of the Program may be obtained from:

Fayetteville Public Works Commission
Economic Impact Program
P.O. Box 1089
Fayetteville, North Carolina 28302
Phone (910) 223-4016 Fax (910) 483-1429
E-mail: eiprogram@faypwc.com

NCDOT DBE Directory: www.ebs.nc.gov/VendorDirectory

HUB Directory: <https://ncadmin.nc.gov/businesses/hub>

SDBE Compliance Requirements:

1. The Bidder shall provide, with their Bid Form, at the time bids are due, the documents set forth below, properly executed. Returning executed copies indicates and establishes that the Bidder understands and agrees to any incorporated SDBE contract provisions.
2. All Bidders must provide, with their Bid Form, at the time bids are due, a properly completed and executed copy of **either:**
 - Affidavit A – Listing of Good-Faith Efforts **OR**
 - Affidavit B – Intent to Self-Perform with Own Workforce.¹

Note: Affidavit B should **only** be used if the Contractor will perform **ALL Elements** of the Work on this project with their own forces **AND** will complete **ALL Elements** of this project **WITHOUT** the use of subcontractors, material suppliers, or providers of professional services.
3. Upon being identified as the apparent lowest responsive, responsible Bidder, a Bidder shall, within twenty-four (24) hours of PWC's notification provide a properly completed and executed copy of **either:**
 - Affidavit C – Percentage of SDBE Participation **OR**
 - Affidavit D – Good-Faith Efforts.
4. All Bidders must provide with their Bid Form, at the time bids are due, a properly completed and executed copy of Affidavit E- Identification of SDBE/Local Participation Form

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

All written statements, certifications, or intentions made by the Bidder shall become a part of the agreement between the Contractor and Fayetteville Public Works Commission for performance of this contract.

SUBCONTRACTOR PAYMENT REQUIREMENTS:

North Carolina General Statutes (N.C.G.S.) 143-134.1 states that the percentage of retainage on payments made by the prime contractor to the subcontractor shall not exceed the percentage of retainage on payments made by the Fayetteville Public Works Commission to the prime contractor. Failure to comply with this provision shall be considered a breach of the contract, and the contract may be terminated in accordance with the termination provisions of the contract.

The Contractor shall provide an itemized statement of payments to each SDBE subcontractor before final payment is processed.

The Contractor shall provide an itemized statement of payments to each NON-SDBE subcontractor before final payment is processed.

Contractor

Signature

Printed Name

Title

Date

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Affidavit A: Listing of the Good Faith Efforts

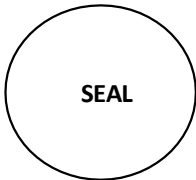
Affidavit of _____
 (Name of Bidder)

I have made a good faith effort to comply under the following areas checked:

Total Available GFE Points: 155		Expected Number GFE Points Required: 50
Points		
10		Contacting small-disadvantaged businesses (SDBE) that reasonably could have been expected to submit a quote and that were known to the contractor or available on Federal, State, or local government-maintained lists at least 10 days before the bid or proposal date, and notifying them of the nature and scope of the work to be performed.
10		Making the construction plans, scope of work, specifications, or requirements available for review by prospective SDBE or providing these documents to them at least 10 days before the bid or proposals are due.
15		Breaking down or combining elements of work into economically feasible units to facilitate SDBE participation.
10		Working with SDBE trade, community, or contractor organizations identified by the U.S. Small Business Administration, N.C. Office for Historically Underutilized Businesses, or N.C. Department of Transportation, and included in the bid documents that provide assistance in the recruitment of small, disadvantaged businesses.
10		Attending any pre-bid meetings scheduled by the public owner.
20		Providing assistance in getting required bonding or insurance, or providing alternatives to bonding or insurance for subcontractors.
15		Negotiating in good faith with interested SDBEs and not rejecting them as unqualified without sound reasons based on their capabilities. Any rejection of an SDBE based on a lack of qualification should have the reasons documented in writing.
25		Providing assistance to an otherwise qualified SDBEs in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisting SDBEs in obtaining the same unit pricing with the bidder's suppliers in order to help SDBEs in establishing credit.
20		Negotiating joint venture and partnership arrangements with small, disadvantaged businesses to increase opportunities for SDBE participation on a public construction or repair project when possible.
20		Providing quick pay agreements and policies to enable SDBE contractors and suppliers to meet cash-flow demands.
Total GFE Points (Claimed by Bidder):		Total GFE Points (Assessed by PWC):

In accordance with PWC's SDBE Program Plan, the undersigned will enter into a formal agreement with the firms listed in the Identification of Small Disadvantaged Business Participation schedule, conditional upon execution of a contract with the Owner. Failure to abide by any applicable statutory provision may constitute a breach of the contract. The undersigned hereby certifies that he or she has read the terms of the SDBE business commitment and is authorized to bind the Bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____



State of North Carolina, County of _____
 Subscribed and sworn to before me this _____ day of 20____
 Notary Public _____
 My commission expires _____

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Affidavit B: Intent to Perform Contract with Own Workforce

Affidavit of _____
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the contract:

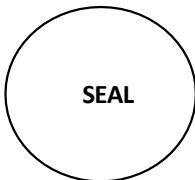
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform **all elements of the work** on this project with his/her own current workforces; and will complete all elements of this project **without** the use of subcontractors, material suppliers, or providers of professional services.

The Bidder agrees to provide any additional information or documentation requested by the Owner in support of the above statement.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: _____ Name of Authorized Officer: _____



State of North Carolina, County of _____

Subscribed and sworn to before me this _____ day of 20__

Notary Public _____

My commission expires _____

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Affidavit C: Percentage of SDBE Participation

Affidavit of _____
(Name of Bidder)

I hereby certify that on contract: _____
(Name of Project)

\$ _____
(Dollar Amount of Total Bid)

I will expend a minimum of _____ % of the total dollar amount of the contract with Small Disadvantaged Business Enterprises (SDBE). SDBEs will be employed as subcontractors, vendors, or providers of professional services. Such work will be subcontracted to the following firms listed below.

<u>Name, Address, & Phone No.</u>	<u>*SDBE/Certifying Agency</u>	<u>NAICS</u>	<u>Dollar Value</u>	<u>% of Contract</u>

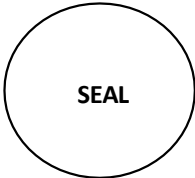
*SDBE categories: Black-African Americans (B), Hispanic-Americans (H), Asian- Americans (A), Native-Americans (I), Women (F), Socially/Economically Disadvantaged (D), Small (S)
 *Certifying Agencies: NC DOA (HUB), NC DOT (DBE), U.S. SBA

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Pursuant to NCGS 143-128.2(d), the undersigned will enter into a formal agreement with SDBEs for work listed in this schedule, conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the Bidder to the commitment herein set forth.

Date: _____ Name of Authorized Officer: _____



State of North Carolina, County of _____

Subscribed and sworn to before me this _____ day of 20__

Notary Public _____

My commission expires _____

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Affidavit D: Good Faith Efforts

If the Owner determines, using reasonable discretion, that Affidavit C is insufficient, Bidder agrees to provide the following information regarding any good-faith efforts.

<u>Name, Address, & Phone No.</u>	<u>*SDBE/ Certifying Agency</u>	<u>NAICS</u>	<u>Dollar Value</u>

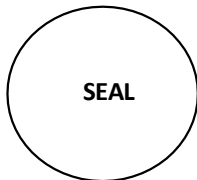
*SDBE categories: Black-African Americans (B), Hispanic-Americans (H), Asian- Americans (A), Native-Americans (I), Women (F), Socially/Economically Disadvantaged (D)

Bidder may be requested to provide documentation of the Bidder’s good-faith efforts. Examples of documentation may include the following:

- a. Copies of solicitations for quotes to SDBEs. Each solicitation may include a specific description of the work to be subcontracted, the location where bid documents can be reviewed, the representative of the Prime Bidder to contact, and the location, date, and time when quotes must be received.
- b. Copies of quotes or responses received from each firm responding to the solicitation.
- c. A telephone log of follow-up calls to each firm sent a solicitation.
- d. For subcontracts where an SDBE is not considered the lowest responsible sub-bidder, copies of quotes received from all firms submitting quotes for that particular subcontract.
- e. Documentation of any contacts or correspondence to SDBE, community or contractor organizations in an attempt to meet the goal.
- f. Copy of pre-bid roster.
- g. Letter documenting efforts to provide assistance in obtaining required bonding or insurance for SDBEs.
- h. Letter detailing reasons for rejection of an SDBE due to lack of qualification.
- i. Letter documenting proposed assistance offered to SDBEs in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required.

Failure to provide the documentation listed in these provisions may result in rejection of the bid and award to the next lowest responsible and responsive Bidder.

Date: _____ Name of Authorized Officer: _____



State of North Carolina, County of _____
 Subscribed and sworn to before me this _____ day of 20____
 Notary Public _____
 My commission expires _____

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

Affidavit E: Identification of SDBE/Local Participation

_____ (Name of Bidder)

I hereby certify that on contract: _____

(Name of Project)

We will use the following Small Disadvantaged Business Enterprises (SDBE), and Local (Cumberland, Hoke, Harnett County) as construction subcontractors, vendors, suppliers, or providers of professional or general services.

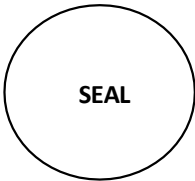
<u>Name, Address, & Phone No.</u>	<u>*SDBE/Certifying Agency</u>	<u>NAICS</u>	<u>Dollar Value</u>

*SDBE categories: Black-African Americans (B), Hispanic-Americans (H), Asian- Americans (A), Native-Americans (I), Women (F), Socially/Economically Disadvantaged (D)

*Certifying Agencies: NC DOA (HUB), NC DOT (DBE), U.S. SBA

The total value of SDBE/local business contracting will be \$ _____

Date: _____ Name of Authorized Officer: _____



State of North Carolina, County of _____
 Subscribed and sworn to before me this _____ day of 20____
 Notary Public _____
 My commission expires _____

SMALL AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

**FAYETTEVILLE PUBLIC WORKS COMMISSION
SDBE ADD / CHANGE FORM**

If a SDBE subcontractor fails to complete work under the subcontract for any reason, the recipient must require the prime contractor to employ the good faith efforts set forth in the SDBE Policy if soliciting a replacement or additional subcontractor.

For SDBE Change Request, please provide all information below:

Prime Contractor: _____

Subcontracted Work: _____

Previous Subcontractor: _____

Reason this for change request:

New Subcontractor: _____ SDBE Category: _____

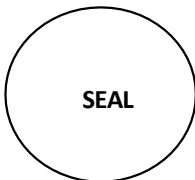
To Add SDBE Subcontractor/Subcontracted work:

If this is a new trade being subcontracted or a subcontractor that was not documented in the original Project Bid Information submittal, then good faith efforts to solicit an SDBE must be documented, as the original SDBE instructions indicate. Please provide all good faith efforts below showing all the SDBE firms contacted to perform this work, along with any additional good faith efforts or evidence that there are not reasonably available firms in the work area. PWC's SDBE Program requires that good faith efforts are to be carried out to the fullest extent practicable. If solicitations were not carried out due to being impracticable, please attach this explanation to this form.

Name, Address, & Contact Information	SDBE/Certifying Agency	How was this firm contacted (email, letter, or Phone), and what was the result of the solicitation? *

*Must submit copies of emails or letters. If phone calls were made, this sheet can serve as documentation of calls

Date: _____ Name of Authorized Officer: _____



State of North Carolina, County of _____

Subscribed and sworn to before me this _____ day of 20__

Notary Public _____

My commission expires _____

SMALL AND DISADVANTAGED BUSINESS (SDBE), SMALL LOCAL SUPPLIER (SLS), AND LOCAL BUSINESS DISCLOSURE FORM

Prime Contractor: _____
 Address & Phone: _____
 Project: _____
 Name: _____
 Pay Application # _____

Please complete the form below by providing the necessary information for the payments made to each subcontractor, vendor, or supplier for the work associated with the identified contractor application for payment. This form must be fully completed and attached to each contractor application for payment.

Firm Name	SDBE, SLS, or Local	Construction Trade or Supplies	Payment Amount
<i>Ex. ABC Company</i>	<i>SDBE – NC HUB M</i>	<i>Hauling</i>	<i>\$25,000.00</i>
<i>Ex. DEF Enterprise</i>	<i>SLS – PWC</i>	<i>Paint</i>	<i>\$600.00</i>
<i>Ex. GHI Incorporated</i>	<i>Local – Fayetteville</i>	<i>Tire Repair</i>	<i>\$2,000.00</i>

Signature

Printed Name

Title

Date