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IFB PWC2425077 – THREE (3) CONTINUOUS RATED 67KV DELTA TO 13.09 Y/7.56KV WITH LTC RATED 24/35.8/44.8 MVA POWER TRANSFORMERS AT ONAN, ONAF, ONAF

NON-MANDATORY VIRTUAL PRE-BID MEETING AGENDA
April 7, 2026, at 10:00 a.m.

1. Welcome & Introductions

- Attendees must sign in using the Chat Box (Name, Company, Phone Number, Email)
- PWC Procurement team introductions
- Reminder: This meeting is non-mandatory and informational only
- Only written addenda issued by PWC are binding

2. Overview of the IFB

- Contract scope: The successful bidder will be responsible for providing power transformers, with orders to be placed in 2026. The procurement includes the purchase of Three (3) 24/35.8/44.8 MVA power transformers, which must be shipped by the manufacturer on or before April 21, 2028.
- This is a one-time equipment purchase contract. The contract period will begin with the award and issuance of the Purchase Order and will remain in effect until delivery, inspection, acceptance, and final payment. The preferred delivery date is April 2028.
- Bid must remain valid: 60 days after bid opening

3. Key Dates & Procurement Milestones

Action	Responsibility	Date/Time
Pre-Bid	PWC & Bidders	Tuesday, April 7, 2026, 10:00 a.m.
Submit Written Questions	Bidders	Tuesday, April 14, 2026, 5:00 p.m.
Provide Response to Questions	PWC	Thursday, April 16, 2026, 5:00 p.m.
Submit IFB	Bidders	Thursday, April 30, 2026, 2:00 p.m.
Target Commission Date	PWC	Wednesday, May 27, 2026
Target Council Date	PWC	Monday, June 8, 2026
Award /Sale of Goods Agreement	PWC	Wednesday, June 17, 2026
Preferred Delivery	Awarded Bidder	April 21, 2028

4. Submission Requirements & Delivery Instructions

- Bids must be submitted using PWC-provided forms only (or exact copies)
- All bids must be delivered to the Fayetteville Public Works Commission, Administration Building, Procurement Department, at 955 Old Wilmington Road, Fayetteville, NC 28301, by the specified deadline.
- Emailed bids will not be accepted
- Late bids will not be accepted
- All bids must be signed by an authorized representative

5. Common Mistakes to Avoid (Critical Section)

Bidders are strongly encouraged to review these frequent causes of bid rejection:

- Incomplete Bid Pricing Form (Attachment B)
- Missing unit prices, extended prices, totals, or signatures
- Missing Notary seal of requested documents
- Failure to acknowledge all addenda on the pricing form
- Submitting alternate pricing or modified terms not requested in the IFB
- Including unsolicited marketing materials or samples
- Omitting required affidavits and certifications
- Using piggybacked or sole-source contract language (strictly prohibited)
- All costs must be included in the total bid—no separate charges for administrative fees, PO processing, freight, unknown transportation, tariffs, etc., should be added post-award.
- Bidders should caution against submitting any terms or conditions that PWC cannot accept. PWC strongly encourage Bidders to review the **Sale of Goods Agreement** during the bid period to avoid post-award issues that could result in the award being rescinded.

6. Using the Bid Submittal Checklist (Attachment G)

- Walk-through of Attachment G: Bid Submittal Checklist
- Checklist ensures inclusion of:
 - Bid Pricing Form (Attachment B)
 - Submittal Information (Number of employees, copies of personnel's certifications, chemical applicator licenses, etc. (completed and included)
 - SDBE Affidavits and the SDBE/SLS/Local Disclosure Form (Attachment F)
- Reminder: Checklist completion does not replace the actual forms—all documents must be fully completed and executed

8. Evaluation & Award Process

- Award to the lowest responsive, responsible bidder
- PWC may make:
 - A single award
- Board of Commissioners and City Council approval required prior to award

9. ECONOMIC IMPACT (EI) PROGRAM PARTICIPATION

- Fayetteville PWC supports fair and open competition in all procurement activities and encourages participation from qualified businesses of all sizes. For the purposes of PWC procurements, a qualified business is one that demonstrates the capacity, capability, and resources to perform in accordance with the specifications, terms, and conditions of the solicitation. PWC also recognizes the value that small and locally based suppliers bring to the community and to the efficiency of its operations. While no specific business certification is required for award, bidders that are certified as a North Carolina Historically Underutilized Business (HUB), Disadvantaged Business Enterprise (DBE), Small Business Administration (SBA)-certified firm, or PWC Small Local Supplier (SLS) are encouraged to participate and, when applicable, to indicate that status on the SDBE/SLS/Local Disclosure Form included in this solicitation

9. Questions & Next Steps

- Reminder: All questions must be submitted in writing to procurement@faypwc.com
- Oral responses are not binding
- Addenda will be posted publicly and must be submitted and acknowledged on the bid form

10. Closing Remarks

- **Read the bid submittal in its entirety**
- Use the checklist early
- Double-check signatures and addenda
- Submit before the deadline