

RONNA ROWE GARRETT, COMMISSIONER
DONALD L. PORTER, COMMISSIONER
CHRISTOPHER G. DAVIS, COMMISSIONER
RICHARD W. KING, COMMISSIONER
TIMOTHY L. BRYANT, CEO/GENERAL MANAGER



FAYETTEVILLE PUBLIC WORKS COMMISSION
955 OLD WILMINGTON RD
P.O. BOX 1089
FAYETTEVILLE, NORTH CAROLINA 28302-1089
TELEPHONE (910) 483-1401
WWW.FAYPWC.COM

PWC2627009 – R.C. Williams Business Center Lobby Restoration

Mandatory Pre-Bid Meeting
August 19, 2026 @ 10:00 a.m.
201 Hay Street
Fayetteville, NC 28301

1. Introduction

A. Project Overview:

This project will renovate the 1st floor lobby by removing the existing walls, flooring, lighting, and fixtures and installing updated replacements. The improvements are intended to refresh the appearance of the space while incorporating energy-efficient materials and fixtures.

B. Project location:

- R.C. Williams Business Center Lobby, 201 Hay Street

C. Contract duration – 365 Calendar Days

D. Bid Bond and Payment and Performance Bonds are required

E. Economic Impact Program: Fayetteville Public Works Commission (PWC) is committed to promoting the utilization of Small and Disadvantaged Business Enterprises (SDBEs) and Small Local Suppliers (SLS) in PWC's procurement of construction contracting. PWC seeks to provide equitable access and opportunity to qualified businesses across its operational areas.

- The SDBE Program encourages participation from firms certified through recognized third-party agencies, NC Department of Transportation (DBE Program), and the U.S. Small Business Administration (SBA).
- The SLS Program continues to promote engagement of small, local firms within the Fayetteville Metropolitan Statistical Area (MSA), consisting of Cumberland, Hoke, and Harnett Counties.
- Certification and Verification: Certifications recognized under this program include:
 - NC Department of Transportation (NCDOT) Disadvantaged Business Enterprise (DBE)
 - U.S. Small Business Administration (SBA) certifications, including 8(a), WOSB, SDVOSB, and HUBZone designations. Firms holding current certifications with these agencies are acceptable for listing in the bidder's disclosure form.
 - NCDOT DBE Directory:

BUILDING COMMUNITY CONNECTIONS SINCE 1905

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

<https://www.ebs.nc.gov/VendorDirectory>

- iv. GREATER FAYETTEVILLE CHAMBER OF COMMERCE: Members of the Greater Fayetteville Chamber of Commerce preferred but not required

Bidders with program questions or needing assistance locating certified SDBE businesses may contact Aaron Harris via email at Aaron.Harris@faypwc.com or Elprogram@faypwc.com. Please include the type of subcontracted work and/or NAICS code(s) in the request.

2. Schedule

- A. Questions due Tuesday, August 25, 2026, @ 4:00 p.m. – must be submitted in writing via email to Nikole Bohannon at procurement@faypwc.com. No phone calls.
- B. Addenda (as necessary), issued Thursday, August 27, 2026, 5:00 p.m.
- C. Bids due 2:00 p.m., Tuesday, September 3, 2026.

3. Procurement Items

- A. Submission Requirements
 - Bids must be submitted using PWC-provided forms only (or exact copies)
 - Late bids will not be accepted
 - All bids must be signed by an authorized representative
- B. Common Mistakes to Avoid (Critical Section): Bidders are strongly encouraged to review these frequent causes of bid rejection:
 - Incomplete Bid Pricing Form
 - Correct Bid Pricing Forms issued via Addendum not used
 - 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)
- C. Using the Bid Submittal Checklist
 - Checklist ensures inclusion of all required documents for submittal
 - Reminder: Checklist completion does not replace the actual forms—all documents must be fully completed and executed

4. Questions