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Hydrogen Sulfide Control Program
Optional Hybrid Pre-Bid Meeting
September 24, 2026 @ 10:00 am

Introduction

1. Contract Items

- A. Project Overview
- B. Service Agreement will be awarded for a period of one (1) year to begin on or about November 1, 2026. The Service Agreement may be extended for up to two (2) additional one (1) year periods, subject to mutual consent of both parties. The total duration of the agreement shall not exceed three (3) years.

2. Small & Disadvantaged Business Enterprise (SDBE) Program Requirements

- A. **PWC has adopted a new SDBE Program** that promotes utilizing Small & Disadvantaged Business Enterprises for PWC procurements, effective December 1, 2025. The entire program and related documents are included within the contract documents.
- B. The **SDBE Program requires bidders to solicit certified SDBE businesses** and report any efforts to do so. A link to the SDBE online directory can be found in the bid packet.
- C. **PWC's geographical statistical area for the SDBE Program** includes NC DOT Regions 3–8 and 10.
- D. **This project has an aspirational goal of at least 5% SDBE participation** for construction contracts. These goals are evaluated annually and may be adjusted based on market availability.
- E. All **SDBE documents required to be submitted with the bid are clearly marked**. Good faith outreach and subcontractor utilization efforts can be documented in the SDBE forms provided in the contract documents. It is encouraged for bidders to provide these efforts at the time of bid submittal, but it is not required. Program staff will reach out to the lowest responsive, responsible bidder to obtain good faith effort evidence if not included in the bid package. At that time, the bidder is required to provide documentation within 24 hours or the following business day.
- F. The awarded bidder is required to comply with the **SDBE Program requirements** and submit subcontractor payment details on the SLS/SDBE disclosure forms with each pay application, including the final pay application. Non-compliance with subcontractor utilization or payment reporting may result in delays in pay application review and payments.
- G. **PWC also values the participation of local vendors** in our procurements. Contractors are encouraged to consider the use of local vendors whenever

possible and identify such vendors in their bid. PWC's Metropolitan Statistical Area (MSA) for local vendors includes Cumberland, Hoke, and Harnett Counties. Local vendor payments should also be included with subcontractor payment reporting.

- H. **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.

3. **Schedule**

- A. Questions due Tuesday, September 29, 2026, @ 5:00 pm – must be submitted in writing via email to Shelby Lesane at procurement@faypwc.com. No phone calls.
- B. Addenda (as necessary), issued Thursday October 1, 2026, 5:00 pm
- C. Bids Submittals Electronically at procurement@faypwc.com by 4:00 pm, Tuesday, October 13, 2026

4. **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): Vendors 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 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
 - Not submitting BABA compliance documentation (or waivers if applicable)
 - 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

5. **Questions**



Fayetteville Public Works Commission
Optional Hybrid Pre-Bid Meeting
PWC2627015 – Hydrogen Sulfide Control Program
September 24, 2026 @ 10:00 am

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