

TOWN OF KERNERSVILLE - Public Services Department
PO Drawer 728
Kernersville, NC 27285

PROJECT: 2024 Spring Resurfacing Project
PROJ. MANAGER: Lee Gosey, Chief Construction Inspector
(336) 996-1311

INSTRUCTIONS TO BIDDERS

GENERAL: There will be a pre-bid conference held on **Friday, February 9th, 2023, at 10:00 a.m. EST** at Town of Kernersville, Public Services Main Building –Pinnix Room, 509 Michael Street, Kernersville, NC 27284. Attendance at the pre-bid conference is encouraged but not required.

All Prime Contractors (Bidders) should attend. All questions concerning this project should be directed to the Project Manager.

SPECIAL *Contractors must submit required documentation in compliance with the Town’s Minority Participation Policy (NCGS. §143-128) as well as the E-Verify and Non-Collusion Affidavits.*

SPECIFIC: 1- Place contractors’ Name and License number on the front cover of Contract.

2- Complete and sign Bid Proposal.

3- Do not mark on any other part of Contract.

4- Place Contract Documents in Sealed Envelope, including:

- Bid Proposal and Contract
- Minority Participation Affidavit
- E-Verify Affidavit
- Non-Collusion Affidavit

5- Place 5% Bid Bond in Separate Sealed Envelope.

6- Seal Envelopes and place label on the front marked with Company Name and **“2024 Spring Resurfacing Project”**.

8- Deliver bid in person, at the place and time stated on the Bid Advertisement or mail to the above listed address, ATTN: **“2024 Spring Resurfacing Project”** a return receipt requested.

Note: The Town is not responsible for bids that may be damaged or lost in the mail system.

9- Bids will be publicly opened at the time and place as stated in the Bid Advertisement.

Thank you for your participation and Good Luck!