

**INVITATION TO BID**

**Bid Request No. H2022-11**

Sealed bids for the **HVAC Renovations at Knollwood ES, Morgan ES, & Southeast MS**, will be received in person, via regular mail by U.S. Postal Service, or via special courier service at **Rowan-Salisbury School System, attention Kristen Paustian, 500 N. Main Street, Salisbury, NC 28144**, until but no later than **3:00 p.m.**, local prevailing time, **August 31, 2022**, and then publicly opened and read immediately thereafter.

Bids received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. Bidders are responsible for ensuring their Bid is received before the deadline indicated. Bids submitted by telephone, telegraph, email, text message, or facsimile shall not be accepted.

The Work generally consists of HVAC renovations at Knollwood ES, Morgan ES, & Southeast MS as described below:

Knollwood ES – Replacement of three split air handling units equipped with DX cooling and electric heat. The air handling units are located in indoor mechanical rooms and the condensing units are located on the roof. 3075 Shue Road, Salisbury, NC 28147.

Morgan ES – Replacement of one split air handling unit equipped with DX cooling and hot water heating. The air handling unit is located on an equipment mezzanine and the condensing unit is located on grade. 3860 Liberty Road, Gold Hill, NC 28071.

Southeast MS – Replacement of two split dedicated outside air units and associated condensing units. The air handling units are located on an equipment mezzanine and the condensing units are located on grade. 1570 Peeler Road, Salisbury, NC 28146.

A non-mandatory pre-bid conference will be held at 2:00pm, on August 11, 2022, at Rowan-Salisbury School System Offices, 500 N. Main Street, Salisbury, NC 28144.

Submit questions online via [moseleyarchitects.com](http://moseleyarchitects.com). Responses will be in the form of addenda if required.

Obtain Drawings and Project Manual for the project as follows:

Beginning on June 20, 2022, all Bidders may obtain, and/or examine electronic Bidding Documents by visiting [moseleyarchitects.com](http://moseleyarchitects.com), “Bidding.” In order for Moseley Architects to maintain an accurate list of planholders, each Offeror shall forward and complete the following required steps:

1. Visit [moseleyarchitects.com](http://moseleyarchitects.com), click the “Bidding” tab at the top of the page, scroll to **HVAC Renovations at Knollwood ES, Morgan ES, & Southeast MS**, click on “Bid Documents”, and follow the instructions to “Request a key.” Once complete, access to the electronic Bidding Document files can be obtained, saved, and or examined as needed. Addenda for the Project will be posted to the above listed website.
2. Bidders are required to send a confirmation e-mail that files were successfully downloaded in their entirety and include the following information to Moseley Architects, ATTN Jessica Hill ([jhill@moseleyarchitects.com](mailto:jhill@moseleyarchitects.com)):

Project Name:  
Company Name:  
Address:  
Phone/Fax Number:

HVAC RENOVATIONS AT KNOLLWOOD ES, MORGAN ES, & SOUTHEAST MS  
ROWAN-SALISBURY SCHOOL SYSTEM  
Architect's Project No: 612140.2

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Email Address:  
Contact Person:

Refer to the Instructions to Bidders for bidding procedures and requirements.

All bidders are hereby notified that they shall be properly licensed under the state laws governing their trades.

Each bid shall be accompanied by a bid bond in an amount equal to not less than five percent (5%) of the gross amount of the bid.

Performance Bond and Labor and Materials Payment Bond in the amount of the contract are required.

No bid may be withdrawn after receipt of Bids for a period of sixty-one (61) calendar days.

The Owner reserves the right to reject any or all Bids, to accept any bid submitted, to waive any formalities and negotiate with the low Bidder or Bidders any changes considered necessary or desirable.

END OF INVITATION TO BID