

**APPALACHIAN HEIGHTS, HVAC MODIFICATION
ADVERTISEMENT FOR BIDS**

Sealed proposals for Single- Prime bids will be received until 2 PM on May 21, 2020, at the offices of Planning, Design, and Construction of Appalachian State University at 2458 HWY 105, Boone, NC 28607, for construction of Appalachian Heights HVAC Modifications. Bid procedures will be as follows:

- Bid time will be officially closed at 2:00 PM and all hand-delivered bids shall be dropped off at Appalachian State's Facilities Annex, 2458 NC Hwy 105, Boone NC.
- Bidders may also submit bids via USPS/UPS/FEDEX sent to the attention of the Project Manager. It is the bidder's responsibility to ensure that the bid arrives before the bid closing time of 2:00 PM.
- Bidders shall sign across the sealed flap on the envelope to ensure no tampering prior to the bid opening.
- Bidders who are interested in observing the bid opening via ZOOM conference shall also provide an email address on the envelope. The Project Manager will then send an invitation with hyperlink via email to the ZOOM conference to all bidders who have provided an email address. Access to the Zoom conference will begin at 2:45 PM.
- Bid Openings shall occur at the Facilities Annex Conference Room, at 3:00 PM.
- In-person attendance at bid openings will be limited to one Design firm representative and two APPSTATE Facilities representatives (Project Manager & Director). Any bidder willing to be present at the time and place of the bid opening needs to notify the Project Manager one (1) week in advance so a larger conference room can be arranged for proper social distancing. The person opening bids will show each envelope so that all observers on the ZOOM conference can see that envelopes have not been tampered with.
- Questions that arise during Bid Opening that cannot be answered by personnel on site, can be telephoned and asked of Appalachian State's Director of Planning, Design & Construction (Jeff Pierce – (828)262-4169)
- The bid opening will be recorded via ZOOM and stored on the local computer.

A pre-bid meeting will be held at 2 PM on April 30, 2020, via virtual meeting. An invitation to the virtual meeting can be obtained from Sarah Bell at sabell@stanfordwhite.com. All requests for invitations must be made by 9 AM on April 30, 2020. A date will be set for an open site inspection, where the contractors will have access to inspect the site.

All interested contractors are encouraged to attend.

Complete plans and specifications for this project can be obtained from Sarah Bell at sabell@stanfordwhite.com during normal office hours after April 20, 2020. Plans and Specifications are only available electronically (Bid Deposit not required).

The Owner reserves the unqualified right to waive any informalities or reject any and all proposals. All inquiries should be directed to:

Daniel Gryder, PE
Appalachian State University
2458 NC HWY 105
Boone, NC 28607
828-964-8468