
Request for Unit Price Bids
Sugar Mountain Drive – Road/Embankment Repair Project
Village of Sugar Mountain

I. Introduction

The Village of Sugar Mountain is seeking bids from qualified contractors to perform Hurricane Helene related road/embankment repairs to Sugar Mountain Drive. The purpose of this project is to repair Sugar Mountain Drive to its pre-disaster condition.

II. Project Description

The complete Scope of Work is in the attached Contract. The project will include, but is not limited to:

- Asphalt milling, removal, and paving/resurfacing
- Placement, grading, and compaction of base materials
- Repair or reconstruction of road shoulders and side slopes/embankments
- Removal, installation, and/or replacement of drainage structures, including culverts, ditches, and storm drains
- Erosion control and stabilization as required
- Provision and maintenance of traffic control measures consistent with NCDOT and MUTCD standards
- Other roadway repair services as may be specified

III. Bid Submission Guidelines

The Contractor must satisfy himself as to the labor and equipment needed. Any explanation desired by a Bidder regarding the meaning or interpretation of the advertisement for bids, specifications, etc., must be requested in writing to the Village with sufficient time allowed for a reply to reach Bidders before the submission of their bids. Any interpretation made will be in the form of an Addendum to the Request for Bids, specifications, etc., and will be furnished to all prospective Bidders. Its receipt by the Bidder must be acknowledged in the space provided on the addendum bid form or by letter received before the time set for opening of bids. Oral explanations or instructions given before the award of the contract will not be binding. No changes to specifications will be permitted within three calendar days prior to the bid opening.

The Contractor certifies, by submission of a bid, that the Contractor has inspected the project included in his formal bid and has become familiar with the conditions under which the proposed work will be performed. Failure to do so will not relieve Bidders from responsibility for estimating properly the difficulty or cost of successfully performing the work. The Village will assume no responsibility for any understanding or representations concerning conditions made by any of its officers or agents prior to the execution of the contract, unless included in the advertisement for bids, the specifications, or related documents.

Bids shall be properly executed and submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change. E-mailed or faxed bids will not be considered unless written authorization is provided to the Contractor by the Village. Bids by Contractors must be received by the Village at the time and place specified in the Request for Bids and shall be made part of the Contract Documents. Unless called for, alternate bids will not be considered. Modification of bids already submitted will be considered if received at the office designated in the Request for Bids by the time set for opening of bids.

Submittal of Bids. Sealed bids will be submitted to **1) if mailed: Village of Sugar Mountain, Attn: Susan**

Phillips, 251 Dick Trundy Ln, Sugar Mountain, NC 28604, 2) if delivered at time of bid opening: Village Hall, Village of Sugar Mountain, 251 Dick Trundy Ln, Sugar Mountain, NC 28604, prior to or at the appointed bid opening time. Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, the name of the project for which the bid is submitted, and the date and time of the bid opening. Telephoned bids, emailed bids, or faxed bids cannot be accepted without written approval by the Insight Inspector or other authorized representative of the Village. All bids submitted must be typed or written in ink and signed by the Contractor's designated representative. All bid forms and all requested certifications must be submitted; failure to include all forms may result in rejection of a bid. Any bid may be withdrawn without prejudice prior to the official bid opening time.

Bids must be received by June 1, 2026, at 3:00 pm and will be opened on June 1, 2026, at 4:00 pm, at Village Hall, 251 Dick Trundy Ln, Sugar Mountain, NC 28604. Contractors are welcome to be present at bid openings, but attendance is not required.

Award of Contract. Procurement procedures for federally-funded construction activities carried out for FEMA programs are defined in 44CFR317 through 327, 2 CFR Part 200, or equivalent federal regulations for FEMA programs. Award of a contract for the work will be made to that responsible Bidder whose bid, conforming to the request for bids, is most advantageous to the Village, price and other factors considered. The Village may, when in its interest, reject any or all bids or waive any informality in bids received.

Award of the Bid is also subject to execution of a contract satisfactory to the Village, a copy of which is attached and the terms of that contract are a material component of the Bid.

The acceptance of the bid and awarding of the contract may be subject to the Village receiving supplemental financing.

IV. Bid Requirements

Each bid must include the following:

1. Bid Proposal to the Village
2. Price Proposal Summary
3. Contractors Bid Qualification Form (with Certificate of Insurance attached)
4. Proof of ability to provide Performance Bond equal to 100% of the contract amount, ensuring completion of the project in accordance with specifications, and Payment Bond equal to 100% of the contract amount, guaranteeing payment to subcontractors, suppliers, and laborers.

V. Evaluation Criteria

Bids that satisfy the insurance, licensure, and provide proof of ability to provide the Performance Bond requirements will then be evaluated based on the following:

- Cost proposal

VI. Pre-Bid Site Visit

A **mandatory** site visit will be held on **May 19, 2026**, at 1:00 pm at Village Hall. Contractors will have the opportunity to inspect the site and ask questions.

VII. Contact Information

For any questions or clarifications, please contact:

Sue Phillips
Village Manager
(828) 898-9292
Manager.finance@seesugar.com

VIII. Disclaimer

The Village reserves the right to reject any or all bids, to waive informalities or irregularities, and to award the contract in the best interest of the organization.

BID FORMS

The following three (3) forms must be submitted, completed and signed where indicated, in a sealed envelope, prior to bid opening time. (Failure to include all bid forms may result in rejection of bid).

- Bid Proposal to the Village
- Price Proposal Summary
- Contractors Bid Qualification Form (with Certificate of Insurance attached)

IF MAILING BID:

Village of Sugar Mountain
Attn: Susan Phillips
251 Dick Trundy Ln
Sugar Mountain, NC 28604

IF DELIVERING BID IN PERSON AT BID OPENING:

Village Hall
251 Dick Trundy Ln
Sugar Mountain, NC 28604

**VILLAGE OF SUGAR MOUNTAIN
TROPICAL STORM HELENE RECOVERY
Sugar Mountain Drive Road/Embankment Repair Project**

BID PROPOSAL

It is certified that this proposal is made in good faith and without collusion or connection with any other person bidding on the same work, and that no official or any employee of the Village will be admitted to any share or part of the contract or any benefit that may arise therefrom if the contract is awarded to this company.

It is distinctly understood that the Village reserves the right to reject any and all bids or to waive any and all informalities therein should it deem it to be in the best interest of the Village, as outlined in the Village's contract award policy.

If this bid is not accepted with a formal contract award within 30 days after the public opening, it shall be deemed rejected.

The undersigned bidder guarantees the bid quoted herein against any increase for 120 days following the bid opening and agrees to execute a repair/restoration contract within 120 days following the public opening. If repair/restoration contract is not executed within 120 days following the public opening, the award may be rescinded.

Firm Name

Name and Title of Authorized Signatory

Signature

Street Address

Date: _____

City/State/Zip Code

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TROPICAL STORM HELENE RECOVERY
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PRICE PROPOSAL SUMMARY

The undersigned hereby declares that he has carefully examined the Scope of Work in the Request for Bids, and will provide all materials and equipment and perform all work in accordance with the repair/restoration requirements under them for the following sum to wit:

Item No.	Est. Quantities	Unit	Item Description	Unit Price	Amount
1	1	LS	Mobilization		
2	1	LS	Bonding		
3	550	SY	Geotextile Erosion Control Fabric		
4	1,150	SY	Saw, Cut, and Remove Existing Asphalt Pavement		
5	80	LF	Remove Existing 18-Inch CMP Storm Drainage Pipe		
6	1,500	CY	Unclassified Excavation (Engineer Directed)		
7	1,500	CY	Contractor Grade Fill (Compacted in Place)		
8	1,200	TN	Class 2 Rip Rap (Permanent Boulder Slope Armor)		
9	50	TN	Class A Stone (Rip Rap)		
10	200	SY	Mill Pavement to 2" Depth at Transition to Existing		
11	350	TN	CABC Stone Base (8" Depth Rebuild)		
12	1,150	SY	Asphalt Pavement (2.5" I19.0C Intermediate Course)		
13	1,150	SY	Asphalt Pavement (2" S-9.5C Surface Course)		
14	550	LF	30-Inch Valley Curb		
15	20	LF	30-Inch Concrete Flume Gutter		
16	280	LF	24-Inch HDPE (Dual Wall) Storm Drainage Piping		
17	2	EA	Drop Inlet (6-8)Ft. Depth Heavy Duty w/ Gutter Inlet		
18	2	EA	Drop Inlet (8-10)Ft. Depth Heavy Duty w/ Gutter Inlet		
19	280	LF	Sugar Mountain Standard Spec. Wooden Guardrail		
20	800	CY	Disposal of Unsuitable Material - Village Permitted Disposal Site		
21	3,000	TN	Disposal of Unsuitable Material - Offsite Permitted Disposal Site		
22	1	LS	Traffic Control		
23	1	LS	Erosion Control Measures		
24	1	LS	Seeding and Mulching		
25	1	N/A	Testing Allowance (Documented Direct Cost)	\$20,000	\$20,000
Total for Roadway Construction=					

The Contractor shall be compensated based on the unit prices provided above. Progress payments can be requested and will be based on the quantities of completed work.

The Village shall retain five percent (5%) of the total amount due from each Progress Payment until final acceptance of the work by the Village. Retainage shall be withheld from each Progress Payment and will be released only after:

- All work has been completed to the satisfaction of the Village.
- All required documentation (including daily logs, before-and-after photos, material source and disposal locations) has been received and approved.
- Any deficiencies or punch list items identified by the Village have been corrected.

Retainage shall be released within thirty (30) days of final acceptance unless otherwise agreed in writing.

Firm Name

Name and Title of Authorized Signatory

Signature

Street Address

Date: _____

City/State/Zip Code

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CONTRACTOR BID QUALIFICATION FORM

A. COMPANY INFORMATION

Company Name _____

Federal ID # _____

Name of Principal _____

Mailing Address _____

Business Phone _____

Email Address _____

NC GC License # _____

B. LIST THREE (3) REFERENCES FOR PROJECTS OF SIMILAR SIZE AND COMPLEXITY:

1. Name	_____	Telephone	_____
Address	_____		
2. Name	_____	Telephone	_____
Address	_____		
3. Name	_____	Telephone	_____
Address	_____		

C. SUBMIT A CERTIFICATE OF INSURANCE

The bidder shall provide proof of worker’s compensation & employer’s liability, general liability, and automobile liability insurance coverage as part of their bid. Please refer to page 4 for details on the Village’s insurance requirements.