

**REQUEST FOR PROPOSAL  
REPAIR METAL ROOFING  
WHITE LAKE PUBLIC WORKS BUILDING  
1815 White Lake Dr.  
White Lake, NC**

The Town of White Lake is currently seeking proposals to repair metal roofing, repair walls and ceiling in work bay, break room, office, and restroom at the Town of White Lake Public Works Building located at 1815 White Lake Dr., White Lake, NC as per specification work sheets. Contact Brenda Clark, Administrative Services Director at [bclark@whitelakenc.org](mailto:bclark@whitelakenc.org) to acquire specification work sheets. Unit price and total project cost must be included as defined on Specification Worksheets. Certificates of Insurance and verification of Workers Compensation coverage are required and must be submitted with proposal. Project start date must be after May 17, 2019 and completed on or before June 28, 2019 during the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday. All bidders must provide a list of equipment to be used to complete the project or an availability letter.

The Town reserves the right to request additional information from the bidders, reserves the right to reject all proposals and to waive any irregularity or informality. Although the selection will be based substantially on lowest bid, the Town reserves the right to select the bidder that best meet the needs of the Town.

All bids must be submitted in a sealed envelope, mailed or delivered to: Brenda Clark, Administrative Services Director, Town of White Lake, 1879 White Lake Dr., PMB 7250, White Lake, NC 28337. Bids are due by 4:00 PM EST on Thursday, April 25, 2019. Bid opening date will be Friday, April 26, 2019 at 9:00 AM EST. Any changes or any requests for changes in the specifications will not be recognized after sealed bids are submitted to the Town of White Lake. Bids received after the deadline will not be considered and will be returned to the Proposer unopened. ***Emailed or faxed submittals will be rejected.***

Questions regarding the request for bids may be directed to Public Works Director Tim Frush at 910-874-0439.

Brenda Clark, MMC/NCCMC  
Director of Administrative Services