

**CITY OF LOWELL  
COMMUNITY DEVELOPMENT OFFICE  
CDBG-NR  
“BID PACKAGE”**



**PROPERTY IDENTIFICATION:**

**OWNER:** City of Lowell (Community Center)  
**ADDRESS:** 505 W. First St., Lowell, NC  
**BIDS WILL BE OPENED AT:** 2:00 p.m.  
**ON:** Monday, September 26, 2022  
**AT THE LOWELL CITY HALL**  
**101 W. First St., Lowell, NC**

**TO WHOM IT MAY CONCERN:**

The Owner of the above-named property has authorized us to assist in accomplishing the rehabilitation/reconstruction work necessary to update this property to comply with standards of the Housing Rehabilitation Program.

You are invited to submit a bid on the rehabilitation/reconstruction, labor, and materials described in the Work Write-Up submitted herewith and identified as CASE NO. CDBG 2022-CC This Work Write-Up will become a part of the contract between the Owner, the City of Lowell and the Contractor, if you are the successful bidder.

Your bid should be submitted to our office on the attached bid form along with the Work Write-Up provided. The bid amount should be based only on the rehabilitation/reconstruction work in the Work Write-Up, done in the manner prescribed by our Basic Specifications. All successful bidders will abide by Federal and Local Regulations pertaining to Equal Opportunity Employment.

\*Your bid shall be submitted on or before bid opening, time shown above. The bid form must be completed with line item costs. Bids not submitted in proper form (**line item priced, signed and dated**) will be rejected. Mark all bids on the sealed envelope to indicate they are rehab bids otherwise they may be opened if mailed. Do not leave any space blank. Note: Electrical and Plumbing bids can be submitted as a lump sum bid.

**The Owner AND/OR the CITY reserves the right to reject any or all bids and to waive any formalities.**

The Contractor submitting the winning bid may request a negotiation of the bid price and/or withdraw the bid if, at the end of sixty (60) days following the bid opening date, the contractor has not received written notice to proceed with work on this job.

If there are any questions concerning this matter, please do not hesitate to contact James Luster at (704) 458-3106 (cell) or [jluster@centralina.org](mailto:jluster@centralina.org);

Sincerely,

*James W. Luster*  
Project Administrator

Enclosures