

Advertisement for Bids

Project: **Church Street Park Cricket Field Lighting Upgrade – Crane Matting Rental**

Project Number: PRJ_2025-30

Project Location: 5817 Cricket Pitch Way
Morrisville, NC 27560

Owner: Town of Morrisville, North Carolina
100 Town Hall Drive
Morrisville, NC 27560

Project Manager: Eric J. Pearson, PE

Phone: 919.463.6214

Email: Bids@morrisvillenc.gov

The TOWN OF MORRISVILLE invites submittals of bids for a Rental Vendor to furnish, deliver, install, relocate, and remove composite crane mats. The Scope of Services is included as Attachment “1”.

Copies of the Bidding Documents may be obtained on the Town advertisement website:
<https://www.morrisvillenc.gov/Our-Community/Business-Development/Bid-and-Proposal-Opportunities>

Any questions must be emailed and received prior to March 26, 2026 3:00 PM Eastern Time will be addressed and will receive written responses in the form of an addendum. No questions or requests for clarifications will be accepted after this time. The issuance of the addendum is the only official method by which interpretation, clarification or additional information will be given by the Town. Only requests answered by formal written responses will be binding. Oral and other interpretations or clarifications will be without legal effect.

SUBMISSION REQUIREMENTS

Offerors are requested to submit quotations for the work. **Bids are due on Monday March 30, 2026 up to 11:30 AM (Eastern Standard Time) and should be sent via email only to:**

Karen Bass, Purchasing & Contracts Manager
Town of Morrisville
100 Town Hall Drive
Morrisville, NC 27560
bids@morrisvillenc.gov

Include “**Crane Matting Rental**” in the subject line of the email.

Any requests for technical clarification or additional information regarding this Invitation to Bid shall be submitted via email to the attention of Eric J. Pearson, Sr. Capital Projects Manager at bids@morrisvillenc.gov

RIGHT TO REJECT SUBMITTALS

The Town of Morrisville reserves the right to reject any and all submittals. This submittals request is neither a contractual offer nor a commitment to purchase services. The Town of Morrisville assumes no contractual obligation as a result of the issuance of this request, the preparation or submission of a bid by a Respondent, the evaluation of statements or final selection.

INSTRUCTIONS TO BIDDERS

PLEASE READ ALL INSTRUCTIONS CAREFULLY BEFORE PREPARING AND SUBMITTING YOUR BID.

All bids shall be prepared and submitted in accordance with the following requirements. Failure to comply with any requirement shall cause the bid to be considered irregular and shall be grounds for rejection of the bid.

- A. The bid shall be in the form of a written proposal on the bidder's company letterhead
- B. The total amount bid shall be provided both in numbers (e.g., \$10,000) and words (e.g., Ten Thousand Dollars).
- C. The proposal should provide a breakdown to facilitate potential adjustments to the quantity of mats or duration of rental.
- D. Bidder agrees that pricing shall be good for 90 days from the date of the submittal.
- E. In addition to the completion dates outlined in the Scope of Work, Bidder shall provide an estimate of days it will need to deliver and install from the date of a notice to proceed. Similarly, an estimate of days it will need to remove the matting at the completion of work.
- F. All proposals shall show the following information:
 - a. Name of corporation, partnership, limited liability company, joint venture, individual or firm, submitting bid. Corporations that have a corporate seal should include it on the bid.
 - b. Name of individual or representative authorized to submit the bid, and position or title held on behalf of the bidder.
 - c. The bid shall not contain any unauthorized additions, deletions, or conditional bids.
 - d. The Bidder shall not add any provision reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
- G. The Owner reserves the right to reject any Proposal for failure to comply with all the requirements of this Notice or of any of the Contract Documents; however, it may waive any minor defects of informalities at its discretion. The Owner further reserves the right to reject any and all Proposals or to Award the contract, which in its judgment is in the best interest of the Owner.**

- H.** The Contract is to be awarded to the lowest responsible, responsive bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents, is judged to be reasonable, and does not exceed the funds available.

ATTACHMENTS

Attachment 1 – Crane Matting Scope of Services
Attachment 2 – Site Plan