



**ADDENDUM 1**  
**PROJECT NUMBER: SRP-SW-ARP-0025**  
**Cub Creek Phase 3 Stream Restoration**  
**August 6, 2026**

Address to view the project: 105 Oakwoods Drive Wilkesboro, NC 28697

**The grant deadline requires ALL work must be completed by 12/31/2026 and the award be to the lowest responsible, responsive bidder.**

1. No Self performance requirement
2. Certified Payroll required
3. Page C110, concrete slab scope: Town will be responsible
4. Total engineers estimate not required
5. LDs: \$1,000 per day
6. Earthwork quantities in the package
7. Access to property: All but 1 section is Town owned and that landowner is expecting the project
8. Pump around expected.
9. All planting has to be completed at project completion.
10. Bat Moratorium – nothing noted in permits

**RESPONSES FOR WK Cub Creek Submitted Questions**

11. Relocate disc golf hole not on bid tab  
No relocation to be included in bid
12. Geolift with brush mattress structure no footage and not on bid tab  
Incidental and lump sum
13. Fence removal/relocation footage and not on bid tab  
Incidental and lump sum
14. Utility pole relocation- has that already been done  
Will be coordinated
15. Bid bond not listed in bid contents requirement - is bid bond required  
Yes
16. Are cad files available to produce gps model  
To winning bidder
17. No bid line for Class B, #57, Class A or for riffles  
Incidental lump sum

18. No footage for riffles  
Incidental lump sum
19. Bid items listed in specifications but not on bid tab  
Bid item #12 Class 1 select material for ditch plug  
Bid item #14 for channel block  
#16 for riffles  
#17 for stone toe stabilization  
#21 temporary channel diversion  
#31 permanent seeding  
All of this is incidental lump sum
20. Pump around required? No bid item  
Yes
21. Work hours are 7am to 8pm in one place and 7am to 6pm in another  
Work hours are 7am to 8pm
22. Insurance requirements on page 46 is different from attachment B page 8  
Attachment page 8 is correct
23. At the time of funding for this bid, the MBE/WBE (DBE) requirements were still in place. Currently, there have been repeals of federal and state MBE/WBE (DBE) laws. This bid **WILL REQUIRE** the bidder to meet the 10% goal effective in 2022. Please complete the Attachment J pages for your subcontractors.  
**Not following this requirement will be grounds for non-compliance.**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## ATTACHMENT J: NORTH CAROLINA MBE/WBE (DBE) COMPLIANCE

*(This package combines the various aspects of State of NC HUB program requirements and Federal DBE requirements into a single compliance supplement to eliminate redundancy and ambiguity)*

### N. C. § 143-128.2

| ITEM:                                                                                                                                                                                                                                                                                                              | WHAT TO DO WITH IT:                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Good Faith Efforts Form                                                                                                                                                                                                                                                                                            | Provided by all bidders to be responsive                                                                                             |
| Table A (summary of firms on job)                                                                                                                                                                                                                                                                                  | Provided by all bidders to be responsive                                                                                             |
| Table B (per trade being subcontracted)                                                                                                                                                                                                                                                                            | Provided by all bidders to be responsive (if subcontracting is achieved)                                                             |
| Provide documentation of anything you did that is mentioned later in this supplement.<br>Documentation includes, but not limited to: <ul style="list-style-type: none"><li>• Proof of trade paper advertisement</li><li>• Print out of DBE sources used</li><li>• Solicitation via emails and/or letters</li></ul> | Provided by all bidders to be responsive (if subcontracting is achieved)<br><br>Local Governments must retain copies in grant files. |

### **ABBREVIATIONS:**

MBE = Minority Owned Business Enterprise  
WBE = Women Owned Business Enterprise

HUB = Historically Underutilized Business  
DBE = Disadvantaged Business Enterprise

### **PARTICIPATION GOAL:**

**The Town of Wilkesboro uses the State of NC MBE/WBE's participation goal: 10% (combined)**

These are goals that the State of North Carolina reports against and are not quotas. **Good faith efforts must be adhered to, and all forms provided regardless of what percentage utilization is achieved.**

### **DBE (MBE OR WBE) CERTIFICATION:**

For a firm to count towards the goals, a firm must be properly certified. **Table A** and **Table B** both provide spaces to note who certified the firm. The North Carolina Department of Administration (NCDOA) Office for Historically Underutilized Businesses (HUB) (<https://ncadmin.nc.gov/businesses/hub>) and North Carolina Department of Transportation (NCDOT) (<https://www.ebs.nc.gov/VendorDirectory/default.html>) are the most common certifications we see listed. However, some contractors do not register with both agencies; therefore, check both lists. All certifications will be verified during the review of bids.

### **QUESTIONS:**

You have any questions on complying with these requirements, please contact the HUB office at 984-236-0130 or visit their website at <https://ncadmin.nc.gov/businesses/hub>.

### **GUIDANCE ON MBE/WBE OUTREACH**

#### **1. Minimum Acceptable Outreach Standards**

The program shall include minority and woman-owned businesses in all contracting activities entered by the participating jurisdiction to facilitate the provision of any federal and state law applicable to such jurisdiction. Minimum HUD standards require that each participating jurisdiction's outreach effort to minority and women-owned businesses be:

- A good faith, comprehensive and continuing endeavor to solicit bids from M/WBEs;
- Supported by a statement of public policy and commitment published in the print media of widest local circulation;
- Supported by an office and/or a key, ranking staff person with oversight responsibilities and access to the chief elected official; and
- Designed to utilize all available and appropriate public and private sector local resources.

## **2. Guidelines for a Minority/Women Business Outreach Program**

Under the minimum HUD standards cited above, the following guidelines are provided for use by participating jurisdictions in implementing outreach programs to ensure the inclusion, to the maximum extent possible, of entities owned by minorities and women. Each participating jurisdiction should:

- Develop a systematic method for identifying and maintaining an inventory of certified minority and women's business enterprises (MBEs and WBEs), their capabilities, services, supplies and/or products;
- Utilize the local media, electronic and print, to market and promote contract and business opportunities for MBEs and WBEs;
- Develop informational and documentary materials (fact sheets, program guides, procurement forecasts, etc.) on contract/subcontract opportunities for MBEs and WBEs;
- Develop procurement procedures that facilitate opportunities for MBEs and WBEs to participate as vendors and supplies of goods and services;
- Sponsor business opportunity-related meetings, conferences, seminars, etc., with minority and women business organizations; and
- Maintain centralized records with statistical data on the utilization and participation of MBEs and WBEs as contractors/subcontractors in all HUD-assisted program contracting activities.

Each participating jurisdiction, utilizing the standards and guidelines listed above, shall prescribe procedures and actions it will undertake in implementing a minority and women's business enterprise outreach program. The above items represent basic outreach-related activities and are not all-inclusive actions a participating jurisdiction may undertake.

### **Pertinent State of North Carolina Administrative Code regarding M/WBE compliance.**

**The provisions in this Compliance Supplement constitute compliance with the Rules below.**

|                         |                   |
|-------------------------|-------------------|
| Owner Requirements      | 01 NCAC 30I .0306 |
| Contractor Requirements | 01 NCAC 30I .0308 |

## **RESOURCES:**

Some sources for identifying MBE/WBE (DBE) firms:

- <https://www.doa.nc.gov/divisions/historically-underutilized-businesses-hub> (NCDOA)
- <https://www.ebs.nc.gov/VendorDirectory/default.html> (NCDOT)

Some sources for finding minority trade papers for potential solicitation advertisements and Federal advertising options:

- <https://www.mbda.gov/> (US Dept. of Commerce)

Identification of HUB Certified/ Minority Business Participation

I, \_\_\_\_\_,  
(Name of Bidder)

do hereby certify that on this project, we will use the following HUB Certified/ minority business as construction subcontractors, vendors, suppliers or providers of professional services.

| Firm Name, Address and Phone # | Work Type | *Minority Category | **HUB Certified (Y/N) |
|--------------------------------|-----------|--------------------|-----------------------|
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|                                |           |                    |                       |

\*Minority categories: Black, African American (B), Hispanic (H), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (D)

\*\* HUB Certification with the state HUB Office required to be counted toward state participation goals.

The total value of minority business contracting will be (\$)\_\_\_\_\_.

# State of North Carolina AFFIDAVIT A – Listing of Good Faith Efforts

County of \_\_\_\_\_

Affidavit of (Name of Bidder) \_\_\_\_\_

I have made a good faith effort to comply under the following areas checked:

**Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive.** (1 NC Administrative Code 30 I.0101)

- ☐ **1 – (10 pts)** Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor, or available on State or local government maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- ☐ **2 --(10 pts)** Made the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bids are due.
- ☐ **3 – (15 pts)** Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- ☐ **4 – (10 pts)** Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- ☐ **5 – (10 pts)** Attended prebid meetings scheduled by the public owner.
- ☐ **6 – (20 pts)** Provided assistance in getting required bonding or insurance or provided alternatives to bonding or insurance for subcontractors.
- ☐ **7 – (15 pts)** Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- ☐ **8 – (25 pts)** Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- ☐ **9 – (20 pts)** Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- ☐ **10 - (20 pts)** Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

The undersigned, if apparent low bidder, will enter into a formal agreement with the firms listed in the Identification of Minority Business Participation schedule conditional upon scope of contract to be executed with the Owner. Substitution of contractors must be in accordance with GS143-128.2(d) Failure to abide by this statutory provision will constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of the minority business commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

SEAL

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_

State of North Carolina

**AFFIDAVIT B – Intent to Perform Contract  
with Own Workforce.**

County of \_\_\_\_\_

Affidavit of \_\_\_\_\_  
(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the \_\_\_\_\_  
\_\_\_\_\_ contract.  
(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and

The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement. The Bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

SEAL

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_

**DO NOT SUBMIT WITH BID DO NOT SUBMIT WITH BID DO NOT SUBMIT WITH BID**

**Note: this form is to be submitted only by the apparent lowest responsible, responsive bidder within 72 hours after award of the bid.**

## State of North Carolina - AFFIDAVIT C –

### Portion of the Work to be Performed by HUB Certified/Minority Businesses

County of \_\_\_\_\_

*If the portion of the work to be executed by HUB certified/minority businesses as defined in NCGS 143-128.2(g) and NCGS 128.4(a),(b),(e) is equal to or greater than 10% of the bidders total contract price, then the bidder must complete this affidavit.*

*This affidavit shall be provided by the apparent lowest responsible, responsive bidder within **72 hours** after notification of being low bidder.*

Affidavit of \_\_\_\_\_ I do hereby certify that on the  
(Name of Bidder)

\_\_\_\_\_  
(Project Name)  
Project ID# \_\_\_\_\_ Amount of Bid \$ \_\_\_\_\_

I will expend a minimum of \_\_\_\_\_% of the total dollar amount of the contract with minority business enterprises. Minority businesses will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below.

Attach additional sheets if required

| Name and Phone Number | *Minority Category | **HUB Certified Y/N | Work Description | Dollar Value |
|-----------------------|--------------------|---------------------|------------------|--------------|
|                       |                    |                     |                  | \$           |
|                       |                    |                     |                  | \$           |
|                       |                    |                     |                  | \$           |
|                       |                    |                     |                  | \$           |
|                       |                    |                     |                  | \$           |
|                       |                    |                     |                  | \$           |
|                       |                    |                     |                  | \$           |
|                       |                    |                     |                  | \$           |

**\*Minority categories:** Black, African American (B), Hispanic (H), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (D)

**\*\* HUB Certification with the State HUB Office required to be counted toward state participation goals.**

Pursuant to GS143-128.2(d), the undersigned will enter into a formal agreement with Minority Firms for work listed in this schedule conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

SEAL

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_



**DO NOT SUBMIT WITH BID DO NOT SUBMIT WITH BID DO NOT SUBMIT WITH BID**

**Note: this form is to be submitted only by the apparent lowest responsible, responsive bidder within 72 hours after award of the bid.**

## State of North Carolina

## AFFIDAVIT D – Good Faith Efforts

County of \_\_\_\_\_

If the goal of 10% participation by HUB Certified/ minority business **is not** achieved, the Bidder shall provide the following documentation to the Owner of his good faith efforts:

Affidavit of \_\_\_\_\_ I do hereby certify that on the  
(Name of Bidder)

\_\_\_\_\_  
(Project Name)

Project ID# \_\_\_\_\_ Amount of Bid \$ \_\_\_\_\_

I will expend a minimum of \_\_\_\_\_% of the total dollar amount of the contract with HUB certified/ minority business enterprises. Minority businesses will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below.

(Attach additional sheets if required)

| Name and Phone Number | *Minority Category | **HUB Certified through NC HUB Y/N | Work Description | Dollar Value |
|-----------------------|--------------------|------------------------------------|------------------|--------------|
|                       |                    |                                    |                  |              |
|                       |                    |                                    |                  |              |
|                       |                    |                                    |                  |              |
|                       |                    |                                    |                  |              |
|                       |                    |                                    |                  |              |

\*Minority categories: Black, African American (**B**), Hispanic (**H**), Asian American (**A**) American Indian (**I**), Female (**F**) Socially and Economically Disadvantaged (**D**)

**\*\* HUB Certification with the State HUB Office required to be counted toward state participation goals.**

**EXAMPLES** of documentation that may be required to demonstrate the Bidder's good faith efforts to meet the goals set forth in these provisions include, but are not necessarily limited to, the following:

- A. Copies of solicitations for quotes to at least three (3) minority business firms from the source list provided by the State for each subcontract to be let under this contract (if 3 or more firms are shown on the source list). Each solicitation shall contain a specific description of the work to be subcontracted, location where bid documents can be reviewed, representative of the Prime Bidder to contact, and location, date and time when quotes must be received.
- B. Copies of quotes or responses received from each firm responding to the solicitation.
- C. A telephone log of follow-up calls to each firm sent a solicitation.
- D. For subcontracts where a minority business firm is not considered the lowest responsible sub-bidder, copies of quotes received from all firms submitting quotes for that particular subcontract.
- E. Documentation of any contacts or correspondence to minority business, community, or contractor organizations in an attempt to meet the goal.
- F. Copy of pre-bid roster
- G. Letter documenting efforts to provide assistance in obtaining required bonding or insurance for minority business.
- H. Letter detailing reasons for rejection of minority business due to lack of qualification.
- I. Letter documenting proposed assistance offered to minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letter of credit, including waiving credit that is ordinarily required.

**DO NOT SUBMIT WITH BID DO NOT SUBMIT WITH BID DO NOT SUBMIT WITH BID**

**Note: this form is to be submitted only by the apparent lowest responsible, responsive bidder within 72 hours after award of the bid.**

Failure to provide the documentation as listed in these provisions may result in rejection of the bid and award to the next lowest responsible, responsive bidder.

Pursuant to NC § 143-128.2(d), the undersigned will enter into a formal agreement with Minority Firms for work listed in this schedule conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of the contract. The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

SEAL

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_