



Request for Quotations (RFQ)

Construction Services

Lenoir County Government

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for services related to the design, permitting, and construction services for Lenoir County Department of Social Services, Security Improvements

Proposal Submission Deadline – 12:00 pm Wednesday, September 30, 2026

Lenoir County will receive proposals herein described. The County reserves the right to reject any or all proposals. All changes to the terms, conditions, or specifications stated in this request for quotes (RFQ) shall be issued through formal addendums and posted on the County's website.

Section 1. Purpose

Lenoir County seeks proposals from a qualified contractor to provide a detailed scope, costs, acquire permits; and construct new doorways throughout the facility. The winning contractor will be working in coordination with Down East Protection Systems to facilitate the installation of electronic door strikes. The primary goal of this RFQ will be to determine a contractor's ability to complete the project herein described.

Section 2. Submission Requirements

1. **Deadline.** All proposals are due to Lenoir County by **12:00 pm on Friday, October 2, 2026**. Proposals received after this deadline will not be considered.
2. **Format.** Proposals may be submitted in electronic or hard copy format.
3. **Contact Information.** For questions regarding this RFQ, please feel free to contact the Lenoir County Buildings and Grounds Department via phone at 252-559-6452 or via email at anthony.howard@lenoircountync.gov
Please submit hard copy proposals to:
Lenoir County Administration
c/o Anthony Howard
PO Box 3289
Kinston, NC 28502

Please submit electronic copies to:
anthony.howard@lenoircountync.gov
4. **Pre-submission Facility Inspections.** A facility inspection and tour of the existing conditions will be held on Thursday, September 10, 2026 at 10:00am. Please send notice of your intent to attend to, Anthony Howard at 252-559-6452 or by email at anthony.howard@lenoircountync.gov

Section 3. Project Goal

The goal of the project is to address security concerns that were brought to our attention by the Lenoir County Sheriff's Office. In 2025, the Sheriff's Office conducted a security assessment of the DSS building and determined that freedom of movement through the building could be a concern. We will solve this through the installation of additional security doors and badge access throughout the facility.

Section 4. Scope of Work

The following scope of services is included as a guide for those individuals or organizations submitting proposals in response to this RFQ. It is designed to identify the minimum service level expected from the successful contractor as such should be modified and augmented, based upon the experience of the firm, as necessary, to complete the project or to ensure a long-term solution that addresses the needs of the Lenoir County Sheriff's Office and Department of Social Services.

Proper handing, (swing direction) of all doors described herein will need to be determined based on fire escape requirements and the limitations of existing conditions.

As part of this scope, All door installations will be outfitted with door hardware consisting of a panic bar device that can accommodate the security improvements being made by Down East Protection Systems.

Please refer to the included floor plan for identification of each door space.

Required Repairs

1. Door 2 Needs frame to be squared up to ensure proper closing.
2. Doors 6 and 7 need frames and panels to be replaced or cut to accommodate new hardware and handing. Current door size is 80x36
3. Fire escape doors 18, and 19 need repair or replacement to ensure proper closing. Current door size is 82x36

New door installations

1. Door space 8 needs to be framed up and new door installed with 20x20 safety glass and closure. Opening size is 83x40
2. Door space 9 needs to be framed up and new door installed with 20x20 safety glass and closure. Opening size is 83x46
3. Door space 10 needs to be framed up and new door installed with 20x20 safety glass and closure. Opening size is 84x47
4. Door space 11 needs to be framed up and new door installed with 20x20 safety glass and closure. Opening size is 84x37
5. Door Space 12 needs to be framed up and new door installed with 20x20 safety glass and closure. Opening size is 114x54

6. Door space 13 has an existing frame that should either be replaced or reused for a new door with 20x20 safety glass and closure.
Opening size is 85x37
7. Door space 14 has an existing frame that should either be replaced or reused for a new door with 20x20 safety glass and closure.
Opening size is 84x37
8. Door Space 15 needs to be framed up and new door installed with 20x20 safety glass and closure.
Opening size is 84x36
9. Door Space 16 needs to be framed up and new door installed with 20x20 safety glass and closure.
Opening size is 84x36
10. Door Space 17 needs to be framed up and new door installed with 20x20 safety glass and closure.
Opening size is 114x54

General

The contractor selected through this RFQ process will enter into an agreement with Lenoir County to provide construction, site management, and general oversight for construction project. The contractor shall determine the best approach and treatment for the proposed construction as well as a price for all phases performed collectively.

Section 5. General Requirements

1. The contractor shall demonstrate relevant experience with similar work and shall be competent to perform the services required under this RFQ;
2. The work being requested is professional in nature. It is understood that the consultant is of professional status and is licensed, as appropriate, to perform this work and undertake this scope in the State of North Carolina;
3. The contractor shall be financially solvent and the County reserves the right to request information to determine solvency; and
4. The contractor shall be responsible for complying with local, state, and federal codes, legislation procedures, and regulations affecting work in their professional area.

Section 6. Bid Submissions

Proposals will be evaluated on the basis of all information provided. To evaluate capability for completing the work as outlined in this RFQ, each proposal should provide detailed responses to each of the following requirements herein listed:

Contractor Deliverables

Contractors submitting a quote should provide:

1. Total project cost (broken into major categories if possible).
2. Estimated project schedule or timeline.
3. Warranty information for materials and workmanship.
4. Any assumptions, exclusions, or optional additions or alternatives.
5. Proof of insurance and relevant licensing.

Selection Process

Quotes will be evaluated based on:

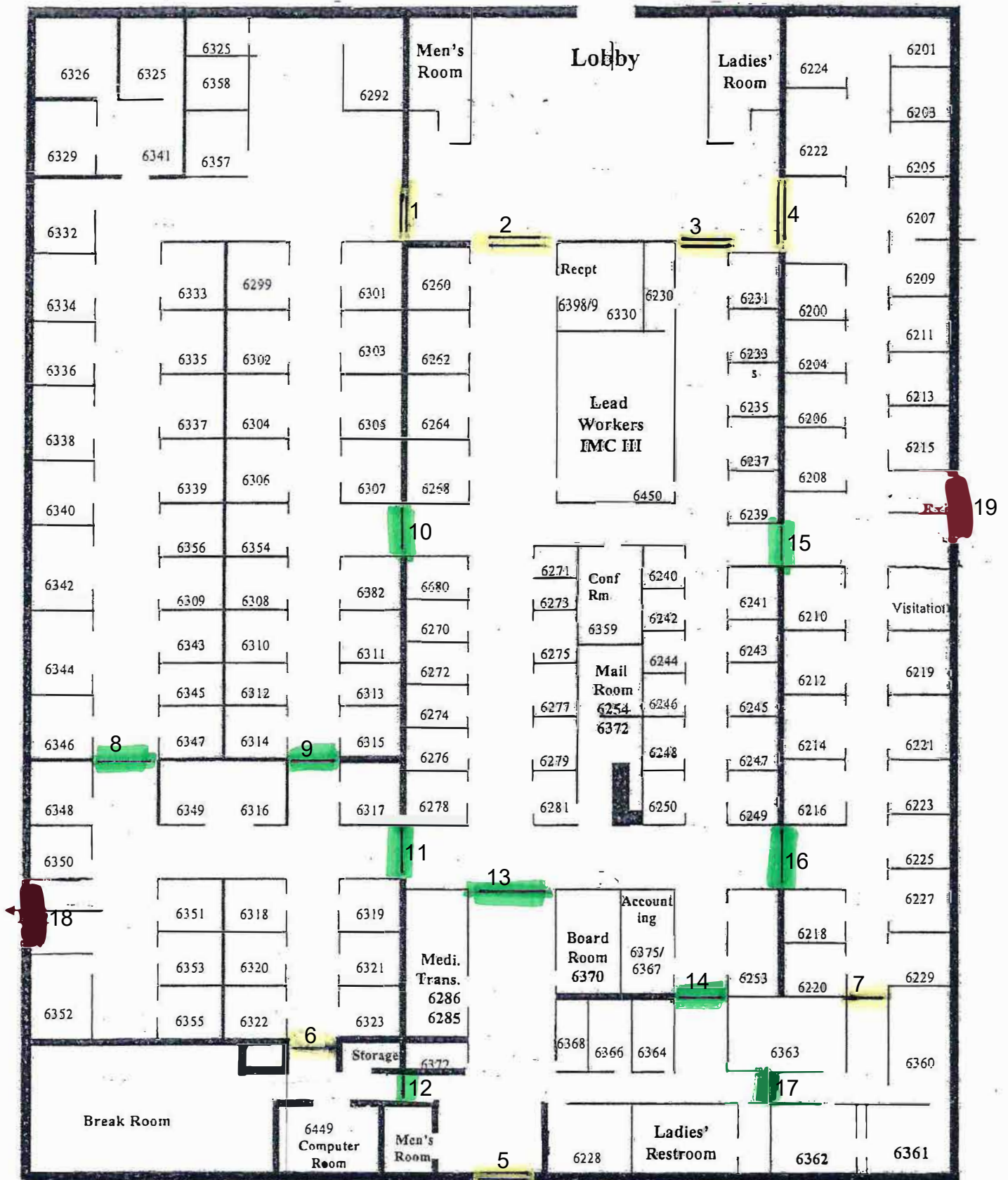
1. Cost competitiveness.
2. Ability to meet schedule.
3. Contractor qualifications and past performance.
4. Completeness and clarity of the proposal.

County staff will select a contractor based on critical factors including responsiveness to this RFQ; description of approach to services; relevant project experience; qualifications of the responding firm and principal staff; responsiveness to the scope of work and overview and qualifications; readiness to undertake the required services; ability to execute an acceptable written contract; and price of the proposed scope of work. The County reserves the right to reject any or all submissions and to request written clarifications and supporting materials. The County reserves the right to accept the proposal most favorable to the project after all proposals have been examined and evaluated.

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Michelle Langston, Deputy Finance Director

Front
Exit



Existing doors with badge readers: 1,2,3,4,5

Existing doors without badge readers: 6,7

New doors to be installed: 8,9,10,11,12,13,14,15,16,17

Existing fire escape doors: 18,19