



November 14, 2025

## **REQUEST for LETTERS of INTEREST (RFLOI)**

### **Contract Type - CEI**

TITLE: BL-0093 Utley Creek Greenway West

ISSUE DATE: January 6, 2026

ADDENDUM ISSUE DATE: N/A

SUBMITTAL DEADLINE: January 27, 2026

ISSUING AGENCY: Town of Holly Springs

### **SYNOPSIS**

#### **SUBCONSULTANTS ARE PERMITTED UNDER THIS CONTRACT.**

This contract shall be partially reimbursed with Federal-aid funding through the North Carolina Department of Transportation (hereinafter referred to as the Department). The solicitation, selection, and negotiation of a contract shall be conducted in accordance with all Department requirements and guidelines.

The primary and/or subconsultant firm(s) shall be pre-qualified by the Department to perform ALL of the Discipline Codes listed below for the Town of Holly Springs. Discipline Codes required are:

- 00195 Roadway Construction Engineering & Inspection
- 00233 – Structures Construction Engineering & Inspection

WORK CODES for each primary and/or subconsultant firm(s) **SHALL** be listed on the respective RS-2 FORMS (see section 'SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS').

This RFLOI is to solicit responses (LETTERS of INTEREST, or LOIs) from qualified firms to provide professional consulting services to:

**The Town of Holly Springs (Town) desires to engage Private Engineering (PE) consulting firms to provide Construction Engineering and Inspection (CEI) and Construction Contract Administration (CA) services for the following projects:**

Project	TIP #	ROW	Utility	CON	Funding
Utley Creek Greenway West	BL-0093			50782.3.1	STIP-CMAQ

**Additional Project specific details are summarized below:**

This project consists of approximately 1.17 miles of hard surface greenway that is part of the Town of Holly Springs' greenway network. This extension will include the design of a new hard surface trail connection from the Holly Glen neighborhood to the existing Utley Creek Greenway (Phase 1) that connects Morgan Park to the Ballenridge and Avent Acres neighborhoods via a pedestrian tunnel under NC-55. Construction is anticipated to begin in Spring of 2026.

A single firm will be selected to perform CEI/CA duties for this project. The selected firm will report directly to the Town, administer the construction contracts, and ensure that all work is performed in accordance with the contract requirements.

**Primary work elements and service include but are not limited to all NCDOT required inspections and materials testing. The Town is seeking a firm whose combination of experience and personnel will provide timely, cost-effective and quality professional services to support this project.**

Electronic LOIs should be submitted in .pdf format using software such as Adobe, CutePDF, PDF Writer, DocuDesk deskPDF, etc.

**LOIs SHALL be received ELECTRONICALLY no later than 2:00 p.m., January 27, 2026.**

**The address for electronic deliveries is: [purchasing@hollyspringsnc.gov](mailto:purchasing@hollyspringsnc.gov)**

**LOIs received after this deadline will not be considered.**

Except as provided below any firm wishing to be considered must be properly registered with the Office of the Secretary of State and with the North Carolina Board of Examiners for Engineers and Surveyors. Any firm proposing to use corporate subsidiaries or subcontractors must include a statement that these companies are properly registered with the North Carolina Board of Examiners for Engineers and Surveyors and/or the NC Board for Licensing of Geologists. The Engineers performing the work and in responsible charge of the work must be registered Professional Engineers in the State of North Carolina and must have a good ethical and professional standing. It will be the responsibility of the selected private firm to verify the registration of any corporate subsidiary or subcontractor prior to submitting a Letter of Interest. Firms which are not providing engineering services need not be registered with the North Carolina Board of Examiners for Engineers and Surveyors. Some of the services being solicited may not require a license. It is the responsibility of each firm to adhere to all laws of the State of North Carolina.

The firm must have the financial ability to undertake the work and assume the liability. The selected firm(s) will be required to furnish proof of Professional Liability insurance coverage in the minimum amount of \$2,000,000.00. The firm(s) must have an adequate accounting system to identify costs chargeable to the project.

The selected firm will be responsible for the contract administration, field inspection, and project documentation in accordance with NCDOT Standard Specifications for Roads and Structures and the NCDOT Construction Manual.

## **SCOPE OF WORK**

The **Town of Holly Springs** is soliciting proposals for the services of a firm/team for the following contract scope of work:

**The Town, in coordination with North Carolina Department of Transportation, is issuing this RFLOI for this project. The project is planned to be bid out in the next six (6) months.**

Project	TIP #	ROW	Utility	CON	Funding
Utley Creek Greenway West	BL-0093			50782.3.1	STIP-CMAQ

The desired services include Construction Engineering and Inspection (CEI) and Construction Contract Administration. For each complete project as described above. Tasks to be performed include, but are not necessarily limited to:

- Ensure all work performed by the contractor meets the requirements of the plans, specs, contract, NCDOT 2024 Standard Specifications for Roadways and Structures, and the NCDOT Construction Manual
- The chosen CEI firm will perform all required work for project oversight to ensure that the project meets all the requirements of plans, specs, contract, NCDOT 2024 Standard Specifications for Roadways and Structures, and the NCDOT Construction Manual to include but not limited to the following items listed below:
  - Producing an Inspector's Daily Report giving a detailed account of all activities
  - General project oversight
  - Required Materials testing
  - Maintaining a Project Diary with Inspector's Daily Reports and other required information
  - Maintaining Pay Records
- Attend preconstruction meeting and assist Town staff in ensuring proper execution of all contract documents
- Ensuring safety compliance from the Contractor
- Reviewing and verifying contractor pay applications
- Maintaining written correspondence with the Contractor
- Schedule and conduct monthly progress meetings as necessary
- Completing and maintaining minutes of all project monthly meetings
- Ensuring Contractor compliance with Buy America provisions in 23 U.S.C. Sec. 313 and 23 C.F.R. Sec. 635.410
- Ensuring timely Contractor/Subcontractor submission of Certified Payrolls, ensuring Certified Payrolls include all required information, and maintaining Certified Payrolls in the project file
- Verifying certified payrolls to assist Town in making payments to the Contractor
- Performing calendar year quarterly Wage Rate Interviews and other employee interviews as necessary to ensure proper Contractor and-or Subcontractor employee classification and compensation and proper inclusion of employees on Contractor and-or Subcontractor

Certified Payrolls; notifying the Town of any and all complaints by Contractor/Subcontractor employees related to payment or employment classification; and coordinating with the Town as needed to investigate and/or report complaints to NCDOT or other applicable agencies

- Ensuring that appropriate federal posters are displayed on the jobsite and accessible to all employees on the jobsite
- Processing all Change Orders and Supplemental Agreements for project construction
- Processing all Requests for Extensions in Contract Time and Additional Compensation claims
- Ensuring prompt payment by the Contractor to any Subcontractors
- Ensuring Contractor submittal, with each pay request, of accounting of payments made to
- DBE firms, including material suppliers and contractors at all levels (prime, subcontractor or second tier subcontractor); comparing final payments to DBE firms with project commitments (see below); and, as needed, obtaining explanations of DBE payment shortfalls
- Performing final inspection and when work is to contract standards recommending acceptance of the project to the Town
- Working with the NCDOT Materials and Tests Unit in ensuring that all project materials and products meet the required criteria; and providing and/or maintaining required materials and testing documentation
- Completing and/or reviewing of Materials Received Reports (MRRs) for any non- exempt materials to be temporarily or permanently incorporated in the construction; and, as needed, assisting the Town in investigating and follow-up action in the event one or more materials fail tests
- Communicating with NCDOT and-or FHWA regarding Independent Assurance testing of materials  
As needed, working with the Town to keep in communication with appropriate staff from the NCDOT regarding project progress
- Submitting original project materials records to the NCDOT Materials and Tests Unit as necessary
- Inspecting erosion control devices to ensure they are properly installed and maintained
- Maintain erosion control Records
- Inspecting Traffic Control for compliance with MUTCD/Traffic Control Plan and maintain documentation
- Coordinating with the Town in arranging reimbursement requests from NCDOT, and ensuring that the Contractor and-or Subcontractors do not engage in any activity in violation of a provision in the Municipal Agreement or Supplemental Agreements These documents will be provided to the selected firm
- In general, ensuring Contractor/Subcontractor compliance with approved plans and specifications
- Miscellaneous communication with the Town and NCDOT relating to the tasks listed above or other matters pertinent to the CEI services
- Communicating a coordinating as needed with Cary Utilities for associated water and sewer work and/or issues
- The preparation and assembly of the final estimate
- Assist the Town in the preparation of final closeout with NCDOT

**The required responsibilities for the CEI should include contract administration, project management, and project documentation in accordance with NCDOT Standard Specifications and NCDOT Construction Manual.**





**PROPOSED CONTRACT TIME: 10 months construction**

**PROPOSED CONTRACT PAYMENT TYPE: Cost-Plus**

## **SUBMITTAL REQUIREMENTS**

All LOIs are limited to **Fifteen (15)** pages (RS-2 forms are not included in the page count) inclusive of the cover sheet, and shall be typed on 8-1/2" x 11" sheets, single-spaced, one-sided.

**Firms submitting LOIs are encouraged to carefully check them for conformance to the requirements stated above. If LOIs do not meet ALL of these requirements they will be disqualified. No exception will be granted.**

## **SELECTION PROCESS**

Following is a general description of the selection process:

- The LGA's Selection Committee will review all qualifying LOI submittals.
- For Project-Specific Contracts (non On-Call type contracts), the LGA's Selection Committee MAY, at the LGA's discretion, shortlist a minimum of three (3) firms to be interviewed. IF APPLICABLE, dates of shortlisting and dates for interviews are shown in the section SUBMISSION SCHEDULE AND KEY DATES at the end of this RFLOI.
- In order to be considered for selection, consultants must submit a complete response to this RFLOI prior to the specified deadlines. Failure to submit all information in a timely manner will result in disqualification.

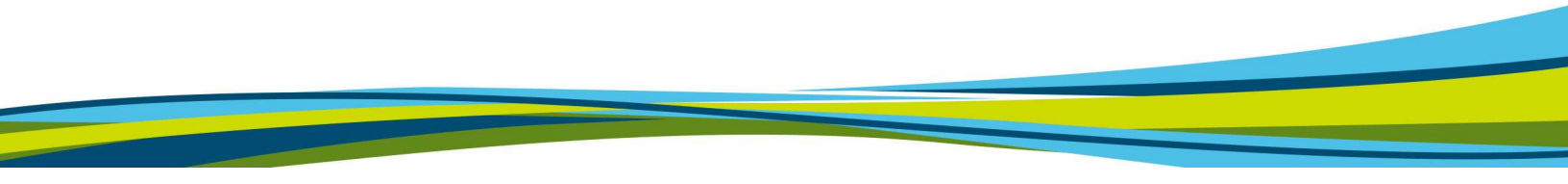
## **TITLE VI NONDISCRIMINATION NOTIFICATION**

The LGA in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all RESPONDENTS that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit LETTERS of INTEREST (LOIs) in response to this ADVERTISEMENT and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

## **SMALL PROFESSIONAL SERVICE FIRM (SPSF) PARTICIPATION**

The Department encourages the use of Small Professional Services Firms (SPSF). Small businesses determined to be eligible for participation in the SPSF program are those meeting size standards defined by Small Business Administration (SBA) regulations, 13 CFR Part 121 in Sector 54 under the North American Industrial Classification System (NAICS). The SPSF program is a race, ethnicity, and gender neutral program designed to increase the availability of contracting opportunities for small businesses on federal, state or locally funded contracts. SPSF participation is not contingent upon the funding source.

The Firm, at the time the Letter of Interest is submitted, shall submit a listing of all known SPSF firms that will participate in the performance of the identified work. The participation shall be submitted on the



Department's Subconsultant Form RS-2. RS-2 forms may be accessed on the Department's website at [NCDOT Connect Guidelines & Forms](#).

The SPSF must be qualified with the Department to perform the work for which they are listed.

## **PREQUALIFICATION**

The Department maintains on file the qualifications and key personnel for each approved discipline, as well as any required samples of work. Each year on the anniversary date of the company, the firm shall renew their prequalified disciplines. If your firm has not renewed its application as required by your anniversary date or if your firm is not currently prequalified, please submit an application to the Department **prior to submittal of your LOI**. An application may be accessed on the Department's website at [Prequalifying Private Consulting Firms](#) -- Learn how to become Prequalified as a Private Consulting Firm with NCDOT. Having this data on file with the Department eliminates the need to resubmit this data with each letter of interest.

Professional Services Contracts are race and gender neutral and do not contain goals. However, the Respondent is encouraged to give every opportunity to allow Disadvantaged, Minority-Owned and Women-Owned Business Enterprises (DBE/MBE/WBE) subconsultant utilization on all LOIs, contracts and supplemental agreements. The Firm, subconsultant and subfirm shall not discriminate on the basis of race, religion, color, national origin, age, disability or sex in the performance of this contract.

## **DIRECTORY OF FIRMS AND DEPARTMENT ENDORSEMENT**

Real-time information about firms doing business with the Department, and information regarding their prequalifications and certifications, is available in the Directory of Transportation Firms. The Directory can be accessed on the Department's website at [Directory of Firms](#) -- Complete listing of certified and prequalified firms.

The listing of an individual firm in the Department's directory shall not be construed as an endorsement of the firm.

## **SELECTION CRITERIA**

**All prequalified firms who submit responsive letters of interest will be considered.**

In selecting a firm/team, the selection committee will take into consideration qualification information including such factors as:

1. The Firm's experience, knowledge, familiarity and past performance with the Town of Holly Springs – 10%
2. The Firm's experience, knowledge, familiarity and past performance on Federal and/or NCDOT funded widening improvement projects - 25%
3. Familiarity with the Locally Administered Projects Program (LAPP) reporting and

documentation requirements - 25%

4. Familiarity and experience working in/with small communities, particularly with property owners and businesses - 15%

5. The Firm's ability to communicate with residents during the construction process – 25%

After reviewing qualifications, if firms are equal on the evaluation review, then those qualified firms with proposed SPSF participation will be given priority consideration.

## **SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS**

The LOI should be addressed to **Dirk Siebenbrodt, Engineer III** and must include the name, address, telephone number, and e-mail address of the prime consultant's contact person for this RFLOI.

The LOI must also include the information outlined below:

### **Chapter 1 - Introduction**

The Introduction should demonstrate the consultant's overall qualifications to fulfill the requirements of the scope of work and should contain the following elements of information:

- Expression of firm's interest in the work;
- Statement of whether firm is on register;
- Date of most recent private engineering firm qualification;
- Statement regarding firm's(') possible conflict of interest for the work; and
- Summation of information contained in the letter of interest.

### **Chapter 2 - Team Qualifications**

This chapter should elaborate on the general information presented in the introduction, to establish the credentials and experience of the consultant to undertake this type of effort. The following must be included:

1. Identify recent, similar projects the firm, acting as the prime contractor, has conducted which demonstrates its ability to conduct and manage the project. Provide a synopsis of each project and include the date completed, and contact person.
2. If subconsultants are involved, provide corresponding information describing their qualifications as requested in bullet number 1 above.

### **Chapter 3 - Team Experience**

This chapter must provide the names, classifications, and location of the firm's North Carolina employees and resources to be assigned to the advertised work; and the professional credentials and experience of the persons assigned to the project, along with any unique qualifications of key personnel. Although standard personnel resumes may be included, identify pertinent team experience to be applied to this project. Specifically, the Department is interested in the experience, expertise, and total quality of the consultant's proposed team. If principals of the firm will not be actively involved in the study/contract/project, do not list them. The submittal shall clearly indicate the Consultant's Project Manager, other key Team Members and his/her qualifications for the proposed work.

Also, include the team's organization chart for the Project / Plan. A Capacity Chart / Graph (available work force) should also be included. Any other pertinent information should also be listed in this section.

**Note:** If a project team or subconsultant encounters personnel changes, or any other changes of significance dealing with the company, NCDOT should be notified immediately.

#### Chapter 4 - Technical Approach

The consultant shall provide information on its understanding of, and approach to accomplish, this project, including their envisioned scope for the work and any innovative ideas/approaches, and a schedule to achieve the dates outlined in this RFLOI (if any project-specific dates are outlined below).

#### APPENDICES-

##### CONSULTANT CERTIFICATION Form RS-2

Completed Form RS-2 forms SHALL be submitted with the firm's letter of interest. This section is limited to the number of pages required to provide the requested information.

Submit Form RS-2 forms for the following:

- **Prime Consultant firm**
  - Prime Consultant Form RS-2 Rev 1/14/08; and
- **ANY/ALL Subconsultant firms** to be, or anticipated to be, utilized by your firm.
  - Subconsultant Form RS-2 Rev 1/15/08.
  - In the event the firm has no subconsultant, it is required that this be indicated on the Subconsultant Form RS-2 by entering the word "None" or the number "ZERO" and signing the form.

Complete and sign each Form RS-2 (instructions are listed on the form).

The required forms are available on the Department's website at:

<https://connect.ncdot.gov/business/consultants/Pages/Guidelines-Forms.aspx>

[Prime Consultant Form RS-2](#)

[Subconsultant Form RS-2](#)

APPENDIX I - Special Provisions: Federal Contracting Requirements

APPENDIX II - Certification of Regarding Lobbying (Submit with Qualifications)

All correspondence and questions concerning this RFLOI should be directed to **Dirk Siebenbrodt** at **919-577-3931**, [dirk.siebenbrodt@hollyspringsnc.gov](mailto:dirk.siebenbrodt@hollyspringsnc.gov).

**The address for electronic deliveries is: [purchasing@hollyspringsnc.gov](mailto:purchasing@hollyspringsnc.gov)**

Questions may be submitted electronically only to the contact above. Responses will be issued in the form of an addendum available to all interested parties. Interested parties should also send a request, by email only, to the person listed above to be placed on a public correspondence list to ensure future updates regarding the RFLOI or other project information can be conveyed. Questions must be submitted to the person listed above no later than **January 13, 2026**. The last addendum will be issued no later than **January 20, 2024**.

## **SUBMISSION SCHEDULE AND KEY DATES**

RFLOI Release – **January 6, 2026**

Deadline for Questions – **January 13, 2026**

Issue Final Addendum – **January 20, 2026**

**Deadline for LOI Submission – January 27, 2026**

Shortlist Announced\* - **February 10, 2026**

Interviews - the week of **February 23-27, 2026**

Firm Selection and Notification\*\* - **March 3, 2026**

Town Council Approval – **April 7, 2026**

NCDOT Approval – **April 21, 2026**

Anticipated Notice to Proceed – **April 21, 2026**

\* Notification will ONLY be sent to shortlisted firms.

\*\* Notification will ONLY be sent to selected firms

## **APPENDIX I**

### **Special Provisions: Federal Contracting Requirements**

This Contract will be funded in whole or in part with federal funding. As such, federal laws, regulations, policies and related administrative practices apply to this Contract. The most recent of such federal requirements, including any amendments made after the execution of this Contract shall govern the Contract, unless the federal government determines otherwise. This section identifies the federal requirements that may be applicable to this contract. The Vendor is responsible for complying with all applicable provisions, updates or modifications that occur in the future relating to these clauses.

To the extent possible, the federal requirements contained in the most recent version of the Uniform Administrative Requirements for federal awards (Uniform Rules) codified at 2.C.F.R., Part 200, including any certifications and contractual provisions required by any federal statutes or regulation referenced therein to be included in this contract are deemed incorporated into this contract by reference and shall be incorporated into any sub-agreement or subcontract executed by the Vendor pursuant to its obligations under this Contract. The Vendor and its sub-Firms, if any, hereby represent and covenant that they have complied and shall comply in the future with the applicable provisions of the original



contract then in effect and with all applicable federal, state, and local laws, regulations, and rules and local policies and procedures, as amended from time to time, relating to Work to be performed under this contract.

### **No Obligation by Federal Government**

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, Firm, or any other party pertaining to any matter resulting from the contract.

### **Program Fraud and False or Fraudulent Statements or Related Acts**

The Firm acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Firm's actions pertaining to this contract.

### **Access to Records**

**Record Retention.** The Firm will retain, and will require its sub Firms of all tiers to retain, complete and readily accessible records related in whole or in part to the contract, including, but not limited to, data, documents, reports, statistics, sub-agreements, leases, subcontracts, arrangements, other third party agreements of any type, and supporting materials related to those records.

**Retention Period.** The Firm agrees to comply with the record retention requirements in accordance with 2 C.F.R. § 200.333. The Firm shall maintain all books, records, accounts and reports required under this Contract for a period of at not less than three (3) A-4 years after the date of termination or expiration of this Contract, except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case records shall be maintained until the disposition of all such litigation, appeals, claims or exceptions related thereto.

**Access to Records.** The Firm agrees to provide sufficient access to inspect and audit records and information related to performance of this contract as reasonably may be required.

**Access to the Sites of Performance.** The Firm agrees to permit access to the sites of performance under this contract as reasonably may be required.

### **Changes**

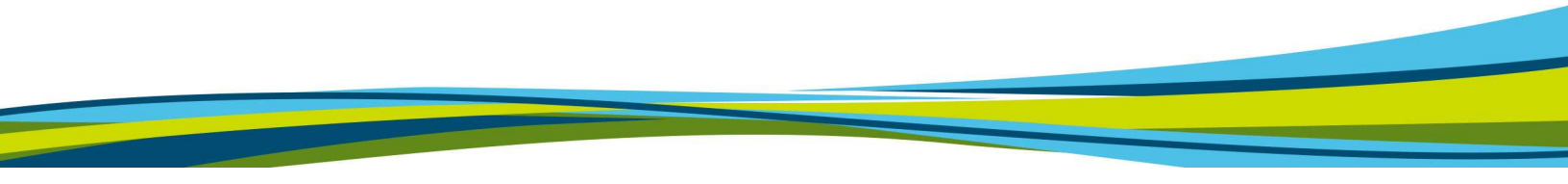
Any change in the contract cost, modification, change order, or constructive change must be allowable, allocable, within the scope of its funding, grant or cooperative agreement, and reasonable for the completion of project scope. All changes and/or amendments to the contract will be outlined in detail, formalized in writing, and signed by the authorized representative of each party. A Firm's failure to do so shall constitute a material breach of the contract.

### **Equal Opportunity**

The Firm is an Equal Opportunity Employer. As such, the Firm agrees to comply with all applicable Federal civil rights laws and implementing regulations. Apart from inconsistent requirements imposed by Federal laws or regulations, the Firm agrees to comply with the requirements of 49 U.S.C. § 5323(h) (3) by not using any Federal assistance to support procurements using exclusionary or discriminatory specifications.

Under this Agreement, the Firm shall at all times comply with the following requirements and shall include these requirements in each subcontract entered into as part thereof.

1. **Nondiscrimination.** The Firm agrees that it will not discriminate against any employee or applicant for A-26 employment because of race, color, religion, national origin, sex, disability, or age.



2. Race, Color, Religion, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e et seq. the Firm agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note. The Firm agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, or sex (including sexual orientation and gender identity). Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

3. Age. In accordance with the Age Discrimination in Employment Act, 29 U.S.C. §§ 621- 634, U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq., U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, the Firm agrees to refrain from discrimination against present and prospective employees for reason of age.

4. Disabilities. In accordance with section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 et seq., the Architectural Barriers Act of 1968, as amended, 42 U.S.C. § A-27 4151 et seq., the Firm agrees that it will not discriminate against individuals on the basis of disability.

#### **Termination for Convenience (General Provision)**

The Town may terminate this contract, in whole or in part, at any time by written notice to the Firm when it is in the Government's best interest. The Firm shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Firm shall promptly submit its termination claim to the Town to be paid the Firm. If the Firm has any property in its possession belonging to the Town, the Firm will account for the same, and dispose of it in the manner the Town directs.

#### **Termination for Default [Breach or Cause] (General Provision)**

If the Firm does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Firm fails to perform in the manner called for in the contract, or if the Firm fails to comply with any other provisions of the contract, the Town may terminate this contract for default. Termination shall be effected by serving a notice of termination on the Firm setting forth the manner in which the Firm is in default. The Firm will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by the Town that the Firm had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Firm, the Town, after setting up a new delivery of performance schedule, may allow the Firm to continue work, or treat the termination as a termination for convenience.

#### **Opportunity to Cure (General Provision)**

The Town in its sole discretion may, in the case of a termination for breach or default, allow the Firm ten (10) calendar days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions. If Firm fails to remedy to the Town's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within ten (10) calendar days after receipt by Firm of written notice from the Town setting forth the nature of said

breach or default, the Town shall have the right to terminate the Contract without any further obligation to Firm. Any such termination for default shall not in any way operate to preclude the Town from also pursuing all available remedies against Firm and its sureties for said breach or default.

#### **Waiver of Remedies for any Breach**

In the event that the Town elects to waive its remedies for any breach by Firm of any covenant, term or condition of this Contract, such waiver by the Town shall not limit the Town's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

#### **Procurement of Recovered Materials**

The Firm agrees to provide a preference for those products and services that conserve natural resources, protect the environment, and are energy efficient by complying with and facilitating compliance with Section 6002 of the Resource Conservation and Recovery Act, as amended, 42 U.S.C. § 6962, and U.S. Environmental Protection Town of Greenville (U.S. EPA), "Comprehensive Procurement Guideline for Products Containing Recovered Materials," 40 C.F.R. part 247.

#### **Clean Air Act**

(1) The Firm agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. Sect. 7401 et seq. The Firm agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required. (2) The Firm also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal Assistance.

#### **Suspension and Debarment**

This Contract is a covered transaction for purposes of 49 CFR Part 29. As such, the Firm is required to verify that none of the Firm, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945. The Firm is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

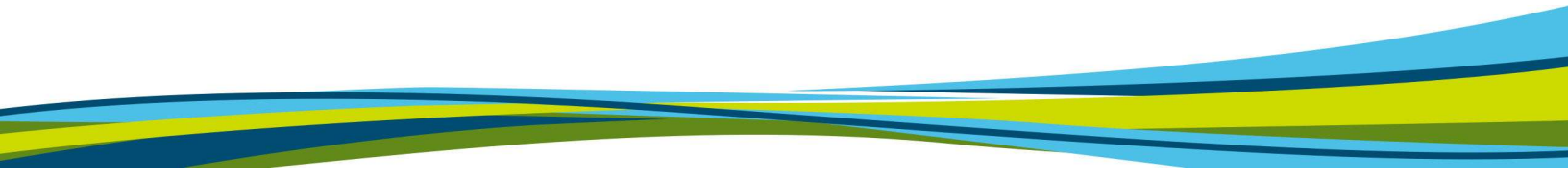
#### **Suspension and Debarment Certification**

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows: The certification in this clause is a material representation of fact relied upon by the Town. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to the Town, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any Contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

#### **Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)**

Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency. **See APPENDIX II.**



**Prohibition on certain telecommunications and video surveillance services or equipment.**

(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

(1) Procure or obtain;  
(2) Extend or renew a contract to procure or obtain; or  
(3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](#), section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(b) In implementing the prohibition under [Public Law 115-232](#), section 889, subsection

(f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

**Domestic Preferences for Procurements**

As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

**Energy Conservation**

The Firm agrees to comply with mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.



## APPENDIX II

### **Certification of Regarding Lobbying (Submit with Qualifications)**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making any Federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contracts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal Contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)].

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and Contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

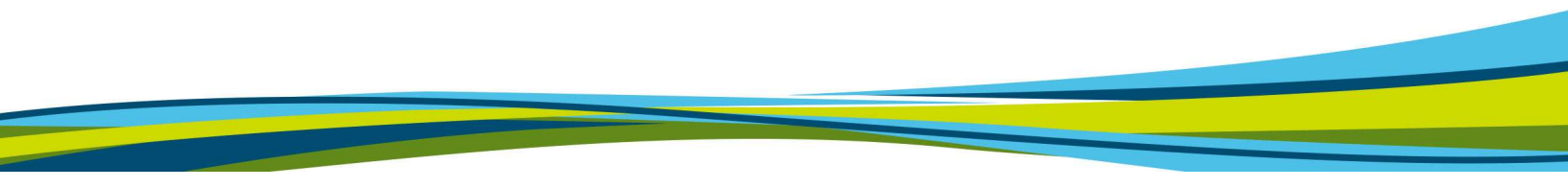
[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(S)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Proposer, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Firm understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

\_\_\_\_\_ Signature of Firm's Authorized Official

\_\_\_\_\_ Name and Title of Firm's Authorized Official

\_\_\_\_\_ Date







January 16, 2026

## **REQUEST for LETTERS of INTEREST (RFLOI)** **Addendum #1**

**Contract Type - CEI**

**TITLE: BL-0093 Utley Creek Greenway West**

**ISSUE DATE: January 6, 2026**

**ADDENDUM ISSUE DATE: January 16, 2026**

**SUBMITTAL DEADLINE: January 27, 2026**

**ISSUING AGENCY: Town of Holly Springs**

### **Addressed Questions/Comments:**

**During the review of the RLOI, the following questions/comments were asked and clarified:**

1. There is one section in the RFLOI that appears to not apply to the project.

**Response:**

**The following section/bullet point on Page 4 has been removed: “Communicating a coordinating as needed with Cary Utilities for associated water and sewer work and/or issues”.**

2. Are there plans or studies for this project?

**Response:**

**An overview map has been attached to this addendum, combined with this more detailed description of the project:**

**The Utley Creek Greenway West will connect the Holly Glen and Morgan Park neighborhoods to downtown Holly Springs via an off-street greenway trail. This 10-foot-wide greenway segment will be approximately 5,500 feet in total length and will traverse south of the Utley Creek Water Reclamation Facility and will also provide a connection to the future Public Works Operations Center campus. Multiple boardwalks and culvert crossings are required for this project.**

3. If known, when is the construction of this project?

**Response:**

**Begin of construction is anticipated in the Summer of 2026 and end in the Spring of 2027 (construction duration is anticipated to be 10 months).**

**Acknowledgement of Addendum**

Consultant is reminded to acknowledge receipt of this Addendum No.1, dated January 16, 2026 with a short note in the LOI.

This Addendum No. 1 is submitted this 16th day of January, 2026. Please contact me with any questions or comments in this regard.

Thank you,



Dirk Siebenbrodt, P.E.  
Engineer III  
Utilities & Infrastructure Department  
Town of Holly Springs  
(919) 557-3931 (O)  
[dirk.siebenbrodt@hollyspringsnc.gov](mailto:dirk.siebenbrodt@hollyspringsnc.gov)



# Utle Creek Greenway

Phase 2

Green Oaks Parkway

NC 55

Ex. Utle Creek  
Phase 1  
Greenway

Utle Creek Water Reclamation Facility

TOHS Operations  
Center Campus

Utle Creek Water  
Reclamation Facility

Project Scope:  
5,500 LF of New Greenway

Ex. Morgan  
Park Greenway

Morgan Park

Holly Glen

Legend:

Greenway Project

Ex. Greenway

Ex. Sidewalk

Google Earth

Image © 2025 Airbus

1000 ft

