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#### PURCHASING AND INVENTORY **TECHNICIAN**

**South Piedmont Community College** 

SPCC has the following position available:

#### Finance and Administrative Division

SPCC is seeking a full-time Purchasing and Inventory Technician for the Finance and Administrative Services Division. Candidate will work primarily at the L. L. Polk Campus in Anson County.

Requirements: Associate Degree required in Business Administration or related business field; Microsoft Office experience; previous customer service experience; self-starter with strong organizational and communication skills.

For complete job description please go to www.spcc.edu/faculty-and-staff/623-full-time-job-openings.html. Applications will be accepted until the position is filled. For an SPCC application, visit our website www.spcc.edu or contact us at:

**Human Resources Office** PO Box 126 • Polkton, NC 28135 • 704-272-5471 Equal Access, Equal Opportunity Employer

**South Piedmont Community College** 

#### **South Piedmont Community College** SPCC has the following position available:

**EMS PROGRAM DIRECTOR** 

#### **Career Development** and Continuing Education Division SPCC is seeking applications for an EMS

Program Director for the Career Development and Continuing Education Division. This is a 12month, full-time position located on the Old Charlotte Highway Campus in Monroe. Minimum Requirements: Master's degree in

Emergency Services or Adult Education and National Registry Paramedic certification; three years in an administrative or supervisory role; three years documented part-time teaching experience; currently licensed as a paramedic in North Carolina with five years of experience as an emergency paramedic; currently certified as a Level II North Carolina EMS instructor/Coordinator; ability to communicate effectively; proficiency in word processing, spreadsheet, and presentation software.

Position is open until filled, with a preferred start date of July 1, 2013. Please see job description at www.spcc.edu/faculty-and-staff/jobs/ for complete details. For an SPCC application, visit our website www.spcc.edu or contact us at:

**South Piedmont Community College Human Resources Office** PO Box 126 • Polkton, NC 28135 • 704-272-5336 Equal Access, Equal Opportunity Employer

#### **NOTICE TO BIDDERS**

The Anson County Board of Commissioners will receive proposals for the Apron Rehabilitation project in the Conference Room of the Airport Terminal Building at the Anson County Airport, 3154 Airport Road, Wadesboro, NC 28170, until Tuesday, April 23, 2013 at 1:00 p.m., at which time and place all proposals received will be publicly opened and read aloud. Bids received after the stated time will not be accepted.

Work may generally be described as the complete reconstruction of aircraft apron pavement at the Anson County Airport. Work shall include, but is not limited to, full-depth pavement removal, installation of new asphalt pavement, excavation, installation and maintenance of erosion control and sediment control measures, removal and relocation of existing utility equipment, coordination with local utility company, and other incidental items necessary to complete

Bid security in the form of a bid bond equal to 5% of the total bid is required. Contract security in the form of 100% Performance and Payment Bonds will be required. No bid may be withdrawn after closing time for the receipt of proposals for a period of ninety (90) calendar days.

A Pre-Bid Conference will be held in the Conference Room of the Airport Terminal Building at the Anson County Airport on Tuesday, April 16, 2013, at 11:00 a.m. The purpose of this meeting will be to familiarize the prospective bidders with the proposed project, and the surrounding construction program. The meeting will cover contract scope, Bid items, schedule requirements, and any questions from those in attendance. A representative of the airport and the Engineer will be on hand to respond to questions from potential Bidders in attendance.

Questions relating to the Contract and Contract Documents must be submitted in writing to the Engineer no later than 12:00 p.m. on Friday, April 19, 2013. Bidding documents will be available for purchase on Thursday, March 28, 2013 and may also be examined at the following locations on this date:

Office of the Engineer: Michael Baker Engineering, Inc. 7800 Airport Center Drive, Suite 100

Greensboro, North Carolina 27409 336-931-1500 Office; 336-931-1501 Fax

Office of the Airport Director: **Anson County Airport** 2980 Airport Road

Wadesboro, North Carolina 28170

Bidding and Contract Documents may be purchased from Michael Baker Engineering, Inc., 7800 Airport Center Drive, Suite 100, Greensboro, North Carolina 27409, 336-931-1500, upon payment of a fee of \$125.00, which covers the cost of production and shipping and is non-refundable. Make checks payable to Michael Baker Engineering, Inc. The project is conditioned upon the receipt of Federal funding under provisions of the Airport and Airways Safety

and Capacity Expansion Act of 1987. Certain mandatory federal requirements apply to this solicitation and will be made a part of any contract awarded:

- a. Presidents Executive Order No. 11246 as amended by 29 CFR Part 30 and 41 CFR Part 60.
- b. Davis Bacon and Related Acts, 29 CFR Parts 1, 3, and 5.
- c. Copeland Act, 29 CFR Part 3.
- d. Contract Work Hours and Safety Standards Act.
- e. Title VI of Civil Rights Act of 1964.
- f. Disadvantaged Business Enterprises participation 49 CFR Part 26 will be required as described in Subpart D of Regulation 49 CFR Part 26, and all pertinent amendments. The DBE goal for this project is 2% MBE and 2% WBE.

By submitting a bid under this solicitation, except for those items listed by the Bidder in a clearly identified attachment to the Bid, the Bidder certifies that steel and each manufactured product, is produced in the United States (as defined in the clause Buy American - Steel and Manufactured Products for Construction Contracts) and that components of unknown origin are considered to have been produced or manufactured outside the United States.

The Bidders must be properly licensed under Chapter 87, General Statues of North Carolina (G.S. 8715).

Bidders submitting a bid for the project must be prequalified with the North Carolina Department of Transportation (NCDOT) at the time of the Bid Opening. Failure to obtain the necessary registration shall disqualify a Bidder. Information regarding the prequalification process can be found at the following website: http://www.ncdot.gov/business/ocs/download/Instruction.pdf.

The Bidders shall certify, by submission of a proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency or the State of North Carolina.

The Anson County Board of Commissioners reserves the right to waive any informalities or irregularities in or reject any or all bids and to award or refrain from awarding the contract for the work, whichever is deemed to be in the Owner's best interest.

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cepted. \$475 mo + deposit.

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