

**SECTION A – BID ADVERTISEMENT**

**Union County** will receive bids for the following project:

**Union Courthouse Reroof**  
**55 W Main Street, Lake Butler, Florida 32054**

Architect's Project Number (UC241004)

**Date & Time for Receiving Bids:**

**JULY 2, 2025, 2:00 PM Local Time**

Bids will be opened publicly in the BOCC meeting room at the courthouse at 2:05 PM.

**Place for Receiving Bids:**

**County Coordinator, Union County Florida**  
**James Williams**  
**15 NE 1st Street**  
**Lake Butler, Florida 32054**

**Description:** The project consists of replacement of the building's flat roofing material. The roof consists of single-ply membrane with roof drainage provided.

**Format:** Hard copies of bids shall be submitted via hand delivery, mail, or other delivery service to Union County Coordinator at the address above. The submittal package shall be sealed, with the project name and number clearly visible on the outside of the package. *Bids must be received **ON OR BEFORE** the day and time referenced above. Late submittals will be rejected.*

**Schedule:**

First Advertisement	05/22/2025
Pre-Bid Meeting	06/05/2025 2:00 pm
Deadline for questions	06/18/2025 (end of business)
Final Addendum Issued	06/25/2025
Bids Received	07/02/2025 2:00 pm

**Bid Guarantee:** Bid Bond for **5%** of bid total made payable to "Union County".

**Link to download documents:** [Union Co. Courthouse Reroof Bid Docs](#)

or available via email by request: **Brame Heck ARCHITECTS INC.**

Kaitlynn James

[k.james@brameheck.com](mailto:k.james@brameheck.com)

352-372-0425

**NOTE:** Documents are being provided in electronic PDF format only. Bidders are authorized to have paper documents printed at their own expense. Printing costs will not be reimbursed.

**Direct other correspondence to:**

Joe Garcia, [j.garcia@brameheck.com](mailto:j.garcia@brameheck.com) , and

Mike Russell [m.russell@brameheck.com](mailto:m.russell@brameheck.com)

A pre-proposal site visit is *not required*; however, the building location is open to the public, and contractors are encouraged to review site conditions by scheduling site visit(s) with the County Coordinator.

Contractors may distribute plans and specifications to subcontractors at their discretion. Note that **Prime contractors are responsible for distributing to their subcontractors any addenda or clarifications that are issued in response to questions submitted during the bid process.** The Owner reserves the right to waive informalities in any bid and to accept any bid which they consider to be in their best interest and to reject any and all bids.

END OF SECTION A