



# Doing Business with Franklin County, NC

## A Guide for Small Business

**Jessica Hudson,**  
Capital Projects Manager  
Franklin County, NC  
Government

# Agenda

- **Why Sell to Franklin County**
- **How Franklin County Buys**
- **What a County Bid Looks Like**
- **Big vs. Small Projects**
- **What the County Looks For**
- **Timeline & Process**
- **Key Documents**
- **How Small Businesses Can Win**
- **Common Mistakes**
- **How to Get Started**



# Why Sell to Franklin County

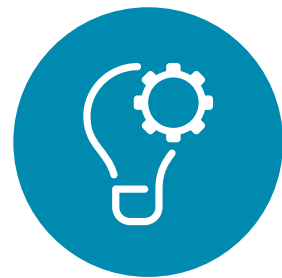
Franklin County purchases goods and services every day, creating consistent opportunities for businesses of all sizes. As a stable and reliable client, the County values strong partnerships and encourages local businesses to engage and participate. If you provide a service, there is likely an opportunity to work with the County.

# The Basics

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## Two Main Pathways to Work with Franklin County, NC

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### Small Projects (Informal)

- Typically required 1–3 quotes
- Faster, more flexible process
- Often relation-driven



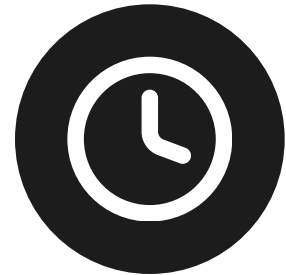
### Large Projects (Formal Bidding)

- Invitation to Bid or Request for Proposals (RFP)
- Structured and competitive
- Public bid openings required

**The most complete and compliant bid, not just the lowest, wins.**

Real Example

# What a County Bid Looks Like



**Bids Must be Sealed & Submitted by a Strict Timeline.**

*\*Late submissions are not accepted*



**Pre-Bid Meetings often occur.**



**Awards are Based on Price, Responsiveness, and Ability to meet the Scope of the Project.**

## REQUEST FOR PROPOSALS FOR CONVENIENCE CENTER HAULING CONTRACT

Franklin County, North Carolina  
Solid Waste Department

**Due Date:** March 30, 2026  
**Time:** 2:00 PM/EST  
**Receipt Location:** Franklin County Office Building, 113 Market St., Louisburg, NC 27549, ATTN: Ryan Preble, County Manager

### CONTACT PERSON FOR QUESTIONS

**Name:** Spencer Fernell  
**Title:** Solid Waste Director  
**E-mail:** [Spfernell@franklincountync.gov](mailto:Spfernell@franklincountync.gov)  
**Telephone:** (919) 840-4670

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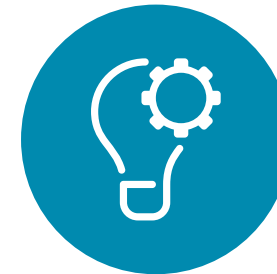
# Big Projects vs. Small Projects

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## Big Projects (Formal Bidding)

- Require:
  - General Liability & Workers Comp. Insurance
  - Bid Bonds (~5%)
  - Performance/Payment Bonds (100%)
  - Must be Licensed and a Registered Business
  - **Payment is Reimbursement-Based**



## Small Projects (Informal)

- Departments collect 1-3 quotes
- Vendors sourced through:
  - Past experience
  - Referrals
  - Online Search
- Requirements are simpler:
  - Must be a Registered Business
  - Must have Insurance
  - Must provide a W-9 & E-Verify

# What is the County Looking For

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**Responsive  
and easy to  
communicate  
with**

**Reliable & Able  
to Meet All Pre-  
Determined  
Deadlines**

**Competitive &  
Transparent  
Pricing**

**Ability to Meet  
All Project  
Requirements**

**Willingness to  
Follow County  
Processes**

**Basic  
Understanding of  
Local Government  
Relations**

**Must be Able to  
Receive Payment  
Through  
Reimbursement**

**Must be a  
Licensed &  
Registered  
Business in  
your State**

**Must Have  
Insurance**

# Understanding the Process Timeline



**Some Contracts Require Department Approval and/or County Manager Signature**

**2+**  
**Weeks**  
**Minimum**



**Contracts Cannot Be Signed Immediately**



**Larger Projects Take Longer Due to Formal Processes**

**4.7 RFP SCHEDULE:**

The table below shows the intended schedule for this RFP. The County will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue Request For Proposal	County	March 2, 2026
Submit Written Questions – Email is preferred	Bidders	March 9, 2026, by 2:00 PM EST
Provide Responses to Questions	County	March 16, 2026
Submit Proposals By	Bidders	March 30, 2026, by 2:00 PM EST
Contract Award	County	TBD

**The Process is Structured to Ensure Fairness & Accountability.**

# Key Documents

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**Business  
Registration**

**W-9  
Form**

**Proof of  
Insurance**

**Required  
Licenses**

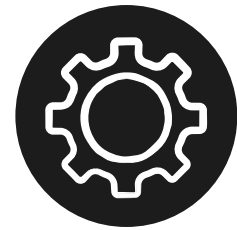
**References &  
Past  
Performance**

**Pricing  
Structure**

**Having these Documents Ready Puts You Ahead of the Competition.**

# How Small Businesses Can Win

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## Start Small

- Focus on quote-based opportunities
- Build experience with departments



## Build Relationships

- Be Visible and Responsive
- Follow Up and Stay Engaged



## Watch Larger Projects

- Look for Subcontracting Opportunities



## Leverage State Contracts

- If you are on a state contract, the County can purchase directly.

**Winning Your First Contract is About Consistency, Not Size.**

# Common Mistakes to Avoid

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**Missing  
Deadlines**

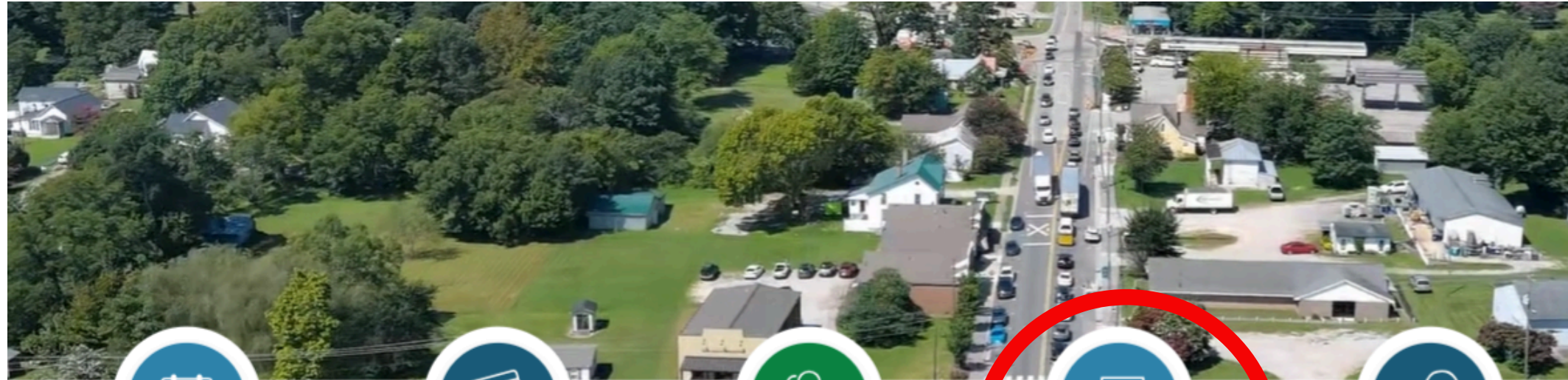
**Submitting  
Incomplete  
Information**

**Not Following  
Instructions  
Exactly**

**Underestimating  
Costs or Cash  
Flow**

**Not Reading  
the Full Bid or  
RFP**

# Get Started Today



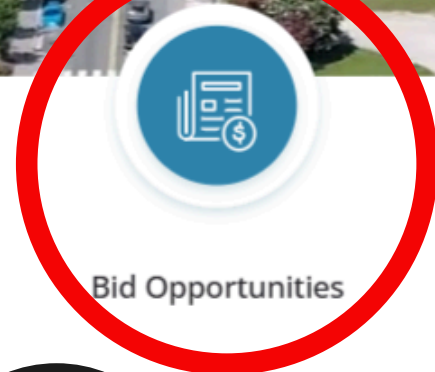
Agendas & Minutes



Pay My Bill



Career Opportunities



Bid Opportunities



Notify Me®



**Visit the Franklin County Website Regularly & Sign Up to be Notified of Bid Opportunities**



**Prepare Your Documents in Advance**



**Make Your Business Visible & Accessible**



**Reach Out with Questions & Build Connections**

# Thank You!

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## Contact

**Jessica Hudson**

113 Market St, Louisburg, NC 27549

[jhudson@franklincountync.gov](mailto:jhudson@franklincountync.gov)

[www.franklincountync.gov](http://www.franklincountync.gov)