



## **Facilities Design & Construction**

☎ 919 856 6350  
✉ 919 856 6355

**Waverly F. Akins Wake County Office Building**  
P.O. Box 550 • Raleigh, NC 27602  
336 Fayetteville St., Room 1100 • Raleigh, NC 27601  
wake.gov

### **Notice of Wake County Electronic Contracting Processes for Construction Agreements**

All Wake County contracts are now executed and processed electronically. The successful lowest responsive responsible bidder upon award of the construction contract must be a registered Wake County vendor to start the electronic contract process. Any company not registered as a Wake County vendor must register. The County will contact the low bidder and offer instructions on how to register as a vendor or update their existing vendor registration info if needed.

Upon notification of contract award, contractor will be issued instructions for processing Performance and Payment Bonds, Certificates of Insurance, and issuance of the Construction Agreement

Contracts will then be transmitted via DocuSign for signing, attesting, and execution.