
Roof Inspection & Maintenance Services

Solicitation Department(s): General Services / Building Services

Solicitation Number: 269.2026.188

Solicitation Category: Local

Commodity Codes: 91066, 91078, 91473.

The City of Charlotte is seeking bids from qualified companies to provide Roof Inspection & Maintenance Services.

The full solicitation can be viewed at on the Procurement Portal, Bonfire, at:

<https://charlottenc.bonfirehub.com/opportunities/221506>

The non-mandatory, Pre-Proposal Conference will be held virtually via Microsoft Teams on April 13th, 2026, at 8:30 a.m. This conference will review key details of the solicitation. **Attendance is not required but is encouraged.**

Join: <https://teams.microsoft.com/meet/2511852353090?p=cgr2F2e3y21a32YZH7>

Meeting ID: 251 185 235 309 0

Passcode: 5wE9Cs9T

Need help? | System reference

Dial in by phone

+1 872-256-4172,,754054046# United States, Chicago

Find a local number

Phone conference ID: 754 054 046#

Questions:

All solicitation questions must be submitted electronically via Bonfire through the “Vendor Discussions” section of the relevant solicitation page. Responses will be posted publicly in Vendor Discussions via addenda.

Submission Instructions:

All proposal documents must be submitted on or before but no later than April 30, 2026, at 3:00 PM (EST) via the Procurement Portal, Bonfire.

To access the portal, please register as a user. Once registered, chose the relevant opportunity by selecting “View Opportunity.” All Proposal Documents are located on the opportunity page for download. Once completed, please upload the required documents to submit your proposal.

The City strongly recommends allowing sufficient time to complete this process—ideally, a week prior to the deadline—to finalize your submission and to upload your documents. *Late proposals will not be accepted.*

For any Procurement Portal questions, please contact:

Robert Andrews

robert.andrews@charlottenc.gov

Contact # 980.301.6335

Or: Contact the Bonfire support team at Support@GoBonfire.com or by calling 1-800-354-8010.

About the City of Charlotte

The City of Charlotte provides services to more than 870,000 residents. The city's priorities are workforce and business development; transportation, planning and the environment; safe communities; and great neighborhoods. For the latest news and updates about city government, visit the citywide newsroom at charlottenc.gov/newsroom, and follow @CLTgov on [Facebook](#), [Twitter](#) and [Instagram](#).