



## CITY OF HAVELOCK

Post Office Box 368  
Havelock, NC 28532

### INVITATION TO BID

Pursuant to North Carolina General Statutes §143-131, the City of Havelock invites informal bids on the following:

Bids must be submitted in accordance with the attached specifications. Bids must include an itemized schedule (including quantity, unit price and total) for each work element. Bids can be submitted by mail, email, fax or hand delivered. Cover sheets, envelopes, etc. should be clearly marked with the words:

*“City of Havelock,  
Tourist and Event Center Rehabilitate Surface of Parking Lot”*

**Address Bids to:** Lee Tillman, Director of Finance  
City of Havelock  
P.O. Box 368  
1 Governmental Ave.  
Havelock, NC 28532  
Fax: 252-447-0126  
Email: [Bids@havelocknc.us](mailto:Bids@havelocknc.us)

Bids will be accepted until **3:00 PM (EST) on Thursday, October 21, 2021** at which time they will be reviewed in the office of the City Finance Director. Quotes are not subject to public inspection until the contract is awarded. The bids are good for 75 days after opening. The winning bidder will be issued a Notice To Proceed (NTP) along with a Purchase Order. The performance period is 21 calendar days from the NTP.

**Bidders are cautioned not to submit bids until the proposed requirements and specifications have been carefully examined. It will be considered that bidders will have satisfied themselves as to the accuracy of the specifications. No proposal will be considered unless prices are submitted for all items requested in any section. The City reserves the right to change the amount of quantities.**

**All bids submitted should be to the desired specifications. Any exceptions to the specifications will be evaluated based on the best interest of the City. Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and bidder will be held responsible therefore. Deviations shall be explained in detail. The bidder shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.**

The names of certain brands or makes denote quality standard in the article desired, but do not restrict bidders to the specific brand, make or manufacturer named. They are meant to convey to prospective bidders the general style, type, character and quality of the article desired.

The successful bidder on all construction contracts will be required to conduct the operation in accordance with all Federal, State, and Municipal health and safety rules, regulations and laws applicable to the operation. The successful bidder may be asked to provide the City with a copy of the company's safety plan prior to commencing work. For all projects over \$30,000, a general contractor's license must be furnished to the City if applicable.

Certificate to Transact Business in North Carolina: As a condition of contract award, each out-of-State Vendor that is a corporation, limited-liability company or limited-liability partnership shall have received, and shall maintain throughout the term of The Contract, a Certificate of Authority to Transact Business in North Carolina from the North Carolina Secretary of State, as required by North Carolina law. A contract requiring only an isolated transaction completed within a period of six months, and not in the course of a number of repeated transactions of like nature, shall not be considered as transacting business in North Carolina and shall not require a Certificate of Authority to Transact Business.

The City will not sell bid packages. Plans, specifications, and addenda may be viewed and obtained online at [www.havelocknc.us](http://www.havelocknc.us). Click on: “Bid on a Contract”; “Current Bids”. The Bidder’s List is maintained by Vendor Registry. Registration for the Bidder’s List is made online at [www.havelocknc.us](http://www.havelocknc.us). Click on: “Bid on a Contract”; “Vendor login/Registration”.

**N.C.G.S. (North Carolina General Statutes), specifically §160A-20.1(b), prohibit the City from entering into contracts with contractors and subcontractors who have not complied with the requirement of Article 2 or Chapter 64. The Contractor shall submit the E-Verify Affidavit, located in the Bid Proposal section, with their bid. Bids that do not include this Affidavit will be considered non-responsive.**

N.C.G.S 147-86.42-84 requires that contractors with a North Carolina Local Government must not utilize any subcontractor found on the State Treasurer’s Iran Divestment list or Companies Boycotting Israel list. The referenced lists can be found on the State Treasurer’s website at the address [www.nctreasurers.com](http://www.nctreasurers.com) and will be updated every 180 days.

The City of Havelock reserves the right to reject any or all proposals and to purchase items from the state contract in the efforts to award the contract to the bidder it deems to be for the best interest of the City.

**MODIFICATION AND WITHDRAWAL OF BIDS.** Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to the opening of Bids. A request to withdraw a bid may be made to the Owner within 72 hours after Bids are opened in accordance with NCGS § 143-129.1 Requests to withdraw a Bid will be subject to the requirements of NCGS §143-129.1 and in the sole discretion of the City of Havelock Finance Officer.

This institution is an equal opportunity provider, and employer.

**Contact person(s) for information on this bid:**

For questions in regards to the bid specifications, the City requires and only responds to questions submitted in writing and sent via email to: [Bids@havelocknc.us](mailto:Bids@havelocknc.us)

Questions must be received by **2:00 PM (EST) on Wednesday, October 13, 2021**. If questions are received, the City will respond no later than **5:00 PM (EST) on Friday, October 15, 2021**.

This is the 8th day of October 2021

Published: Vendor Registry October 8, 2021

CITY OF HAVELOCK

Lee W. Tillman  
Director of Finance



## Bid Sheet

Base Bid: \_\_\_\_\_

NC Sales Tax: \_\_\_\_\_

Delivery Cost (if applicable): \_\_\_\_\_

Total Cost to City: \_\_\_\_\_

Bids must include an itemized schedule by quantity, unit price and total for each work element.

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

NC Contractor's License Type and Number: \_\_\_\_\_

Number of Addendums Acknowledged (circle one):    N/A    1    2    3    4

***As of the date listed below, the vendor or bidder listed above is compliant with N.C.G.S. 147-86.42-84, the Iran Divestment Act and the Companies Boycotting Israel Act.***

Authorized Signature: \_\_\_\_\_

Print Name of Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

**Address Bid to:**    Lee Tillman, Director of Finance  
                            City of Havelock  
                            P.O. Drawer 368  
                            1 Governmental Avenue  
                            Havelock, NC 28532  
                            Bids@Havelocknc.us

**Please indicate the Bid name on the outside of the envelope.**



# Havelock

Tourist & Event Center

201 Tourist Center Drive  
Havelock, NC 28532

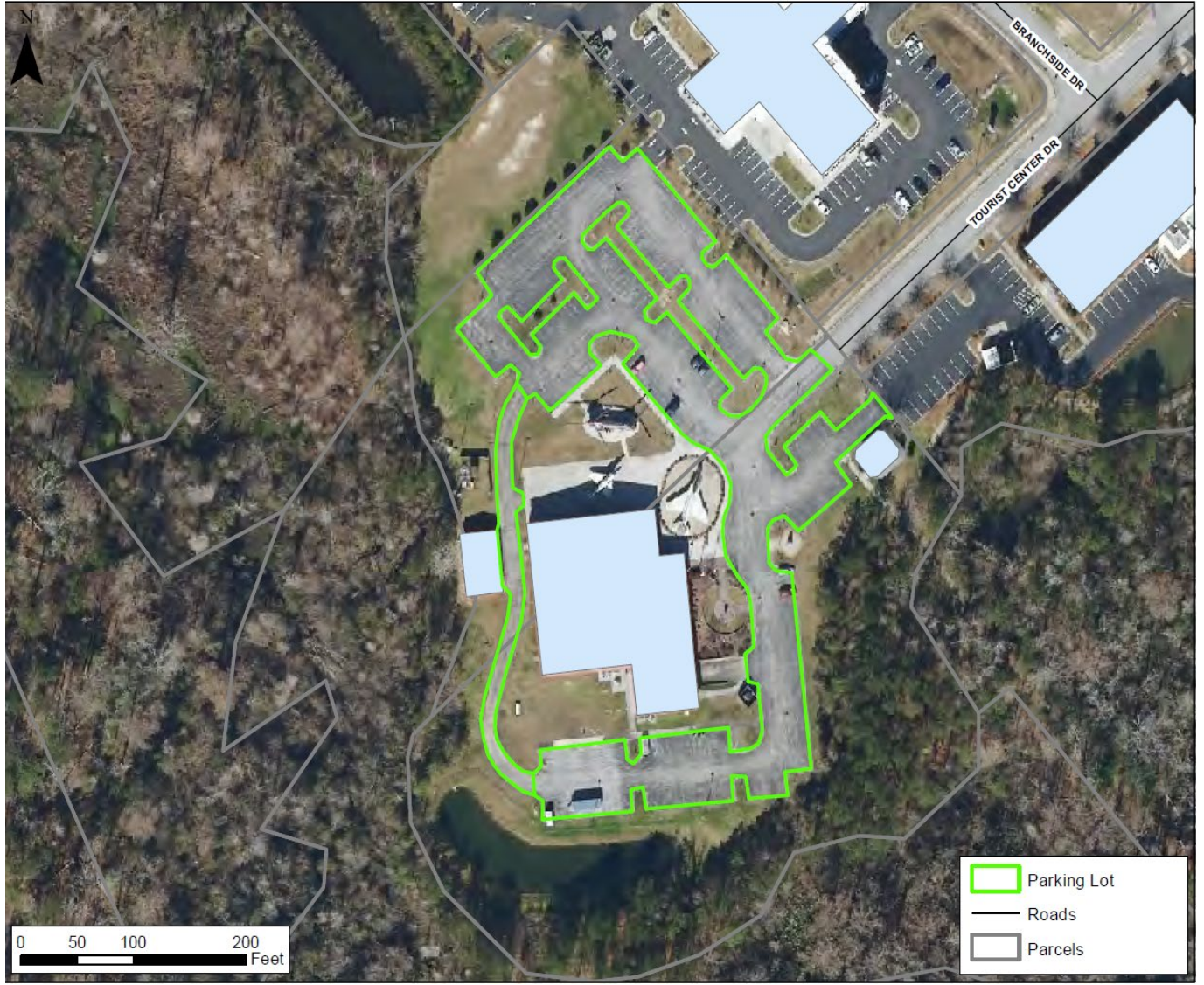
## **Rehabilitate Surface of Parking Lot**

Requesting bid for surface rehabilitation of parking lot using the product *Rejuvenator* or equivalent and to include re-stripping. Provide all supervision, labor, permits, material, equipment, and incidentals for the work described below:

- Thoroughly clean parking lot, including removal of all grass and weeds from cracks and application of weed killer to affected locations. Allow a minimum of 5 days for weed killer to activate before further work. See Figure 1 for layout map.
- Fill all cracks with an elastomeric asphalt-emulsion pourable crack filler. Provide second application if required after initial curing and settlement. Follow manufacturer's directions for application and curing time.
- Apply one coat of *Rejuvenator*, or equivalent (approximately 69,000 SF) in accordance with manufacturer's directions.
- Restripe parking lot to match existing layout.
- Contractor to phase work to allow available parking areas and access to the Center during the course of this work.
- Provide 1 year labor and manufacturer's material warranty.
- Cleanup and haul away all construction related debris.



**Figure 1: Area of work**



## **General Provisions**

1. Contractor shall comply with all requirements of OSHA 1926.
2. Period of Performance is twenty-one (21) days from notice to proceed.
3. Contractor is responsible for obtaining all necessary permits. Permits required by City of Havelock will be provided free of charge.
4. Contractor shall provide all necessary erosion control devices to prevent sediment run off during construction.
5. Existing structures, equipment, pavement, and vehicles shall be protected from damage by construction activities. Any damages that occur during work activities shall be reimbursed to the City of Havelock for cost of repair or replacement by the contractor.
6. Contractor shall complete an activity hazard analysis (AHA) for each day of work.
7. Work hours shall be between 7:00 am – 5:00 pm Monday through Friday. Work outside of established work hours must be approved by City of Havelock 48 hours prior to anticipated work change. No work will be allowed on City holidays.
8. Daily cleaning of construction site is required and will be enforced.
9. Contractor is advised to visit site to view existing conditions.