



## 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,  
2021 Sewer Line Point Repairs”*

**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 **2:00 PM (EST) on Thursday, May 13, 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 90 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 Monday, April 26, 2021**. If questions are received, the City will respond no later than **12:00 PM (EST) on Tuesday, May 4, 2021**.

This is the 12th day of April 2021

Published: Vendor Registry April 12, 2021

CITY OF HAVELOCK

Lee W. Tillman  
Director of Finance



**STATE OF NORTH CAROLINA  
AFFIDAVIT  
CITY OF HAVELOCK**

I, \_\_\_\_\_ (the individual attesting below), being duly authorized by and

on behalf of \_\_\_\_\_ (the entity hereinafter "Employer") after first being duly sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of employee through E-Verify in accordance with NCGS §64-26(a).
3. Employer is a person, business entity, or other organization that transacts business in the State and that employs 25 or more employees in this State. (mark Yes or No)
  - a. YES \_\_\_\_\_, or
  - b. NO \_\_\_\_\_
4. Employer's subcontractors comply with E-Verify, and if Employer is the winning bidder on this project, Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of Affiant: \_\_\_\_\_

Print or Type Name: \_\_\_\_\_

State of North Carolina County of \_\_\_\_\_

Signed and sworn to (or affirmed) before me, this the

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Printed Name of Notary

## Bid Sheet

Site 1: \_\_\_\_\_

Site 2: \_\_\_\_\_

Site 3: \_\_\_\_\_

Site 4: \_\_\_\_\_

Site 5: \_\_\_\_\_

Site 6: \_\_\_\_\_

Site 7: \_\_\_\_\_

Site 8: \_\_\_\_\_

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.

It is the City's intention to award this bid to one contractor as single project with multiple areas; however, the City reserves the right to adjust the scope of work and award a reduced list of areas.

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](mailto:Bids@Havelocknc.us)

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

# 2021 Sewer Line Point Repairs

## **Objective:**

Point repair of gravity sewer lines at eight separate locations within the City of Havelock.

## **Scope:**

Line sizes vary, including one ten inch (10”), six eight inch (8”), and one six inch (6”) at eight separate locations (*Figure 1*). Existing pipe material is believed to be PVC C900. The City of Havelock shall not be held responsible for omissions or errors in description. Seven work sites are in residential areas and one is located at City Hall. Disturbance of existing landscape features shall be held to a minimum and all disturbed areas returned to a condition equal or better when repair is complete. If point repair involves a service lateral, the lateral shall be repaired from manhole to clean out. If there is no cleanout or the cleanout is outside of the right-of-way, replace service laterals up to the right-of-way and install a new cleanout. Care shall be taken so as not to damage existing features to remain such as roadways, curbs, driveways, sidewalks, etc. All features removed or damaged shall be replaced or repaired to existing condition or better. All demolished material shall become the property of the contractor and shall be removed from the work site and disposed of in accordance with all local, State, and Federal requirements. As-built documentation shall include a description of materials used and repair procedures completed at each site.

### **1. Gravity Sewer Materials:**

#### a. PVC C900 Gravity Sewer Pipe

Pipe shall conform to all requirements of AWWA C900 and shall be capable of withstanding the overburden pressures determined by the depth of burial in the field.

#### b. Non-pressure-type Pipe Couplings

Couplings for joining new PVC pipe to existing pipe shall be solid sleeve type suitable for all types of pipe. When applicable, material shall be ductile iron with gaskets suitable for sewer service. Coupling shall be Hymax coupling, Maxadaptor coupling or equal, per AWWA C605.

#### c. Solid Wall Plastic Pipe Cutting

Cutting of pipe lengths shall be performed using tools and or equipment that will provide a neat, perpendicular cut without damage to the plastic. All burrs shall be removed using a file, knife or abrasive paper. Ends on the cut pipe shall be beveled to prevent gasket damage.

## **2. Dewatering:**

- a. The contractor shall dewater as required for completion of work. Excavation shall be kept free of water at all times during pipe removal, pipe replacement, and backfill operation.
- b. All dewatering shall flow through a sediment filter bag. Sediment filter bags shall be of Polypropylene non-woven geotextile fabric with a sewn-in sleeve of sufficient size to accept a 4-inch diameter discharge hose. The discharge hose shall be extended into the sleeve a minimum of six (6) inches and be tightly secured with a hose clamp or other suitable device to prevent leakage. Contractor shall size sediment filter bags as necessary to dewater excavations.

## **3. Excavation and Shoring:**

- a. Contractor is responsible for the design and protection of all excavation and shoring. As required, shoring shall be designed and sealed by a professional engineer registered in the State of North Carolina, as required by OSHA, CFR1926.
- b. Contractor shall notify NC 811 for utility locations prior to any excavations.
- c. In no case shall excavations exceed that which cannot be backfilled by the end of the work day.

## **4. Backfill and Compaction:**

- a. All excavations shall be backfilled with select fill material if excavated material is unsuitable. Contractor shall be responsible for removal and disposal of all excavation material and construction debris.
- b. Compaction in embankment shall be to 95% standard proctor.
- c. Compaction in roadways, driveways, and sidewalks shall be to 98% standard proctor.

## **5. Pipe Bedding:**

- a. Pipe bedding shall consist of an eight-inch (8") depth of # 57 stone under pipe and #57 or ABC stone to top of pipe (*Figure 2*).

## **6. Erosion and Sediment Control and Restoration:**

- a. The contractor shall be responsible for the installation and maintenance of all erosion and sediment control in accordance with the NC DEQ Erosion and Sediment Control Manual.
- b. Construction activities shall be completed in such a manner that erosion of disturbed areas and off-site sedimentation is absolutely minimized.
- c. All disturbed areas shall be restored as soon as construction is complete. Seed or sod type shall match existing grass in maintained areas. Follow the NC DEQ Erosion and

Sediment Control Manual for type or as directed by City of Havelock representative.

**7. Bypass Pumping:**

- a. Sewage bypass pumping may be required for completion of point repairs. If required, contractor shall design and furnish all material, labor, equipment, power, fuel, fuel storage, maintenance, etc. to implement a temporary bypass arrangement for the purpose of diverting flow around the work area on a daily basis for the duration of the repair. The bypass system shall meet the requirements of all codes and regulatory agencies having jurisdiction. Contractor shall be held liable for any and all fines imposed by local, State, and/or Federal agencies for failure to maintain flows or contain spills and/or overflows.

**8. Traffic Control**

- a. If necessary, contractor shall submit a Traffic Control Plan for any operations affecting traffic including but not limited to lane closures. City must approve the traffic plan prior to implementation, particularly 24-hour notice prior to any lane closure.
- b. Access to residences for local traffic shall be maintained throughout contract. Contractor shall provide a minimum of 24-hour notice to City of Havelock for any road closure.

**9. Pavement Restoration**

- a. Replacement of asphalt roadway and/or concrete driveways/sidewalks, and driveway culverts are the responsibility of the contractor and shall be returned to original condition before end of project.
- b. The maximum width of pavement replacement for the installation of new sewer main and point repairs shall be 10 feet. The maximum width of pavement replacement for the replacement of service laterals is 5 feet. If pavement cuts are 24 inches or less from the edge of pavement, then the asphalt must be removed and replaced to the edge of pavement.

**10. Access:**

- a. Access to project sites are within existing City of Havelock right of ways. All repairs sites are within a six (6) mile radius.



**General Provisions:**

- a. Contractor shall comply with all requirements of OSHA 1926.
- b. Work hours shall be 8am to 5pm, Monday through Friday. No work shall be performed on City holidays. Work outside established work hours must be scheduled with the City 48 hours in advance and is subject to approval.
- c. Contractor will obtain all necessary permits. Permits required by City of Havelock are provided free of charge.
- d. Roadway repair is the responsibility of the contractor.
- e. Contractor shall control erosion and sediment release while this project is under construction.
- f. The contractor is to clean and remove all debris at the end of each work day.
- g. All underground utilities are to be 811 located, prior to work being started.
- h. Contractor is responsible for all damage to existing roads, driveways, drainage, or utilities that occur as a result of the construction project.
- i. Contractor is responsible for all damage to City property that occurs as a result of the construction of the project.
- j. Contractor shall provide safety measures during the entire length of the project.
- k. Contractor is responsible for the storage and safety of materials and equipment on jobsite.
- l. Submittals must be approved by the City of Havelock prior to any work starting.
- m. The performance period is 90 days from the Notice to Proceed.

**Liquidated Damages:**

The Contractor agrees to pay the owner \$300 per day in liquidated damages for each day beyond the period of performance.

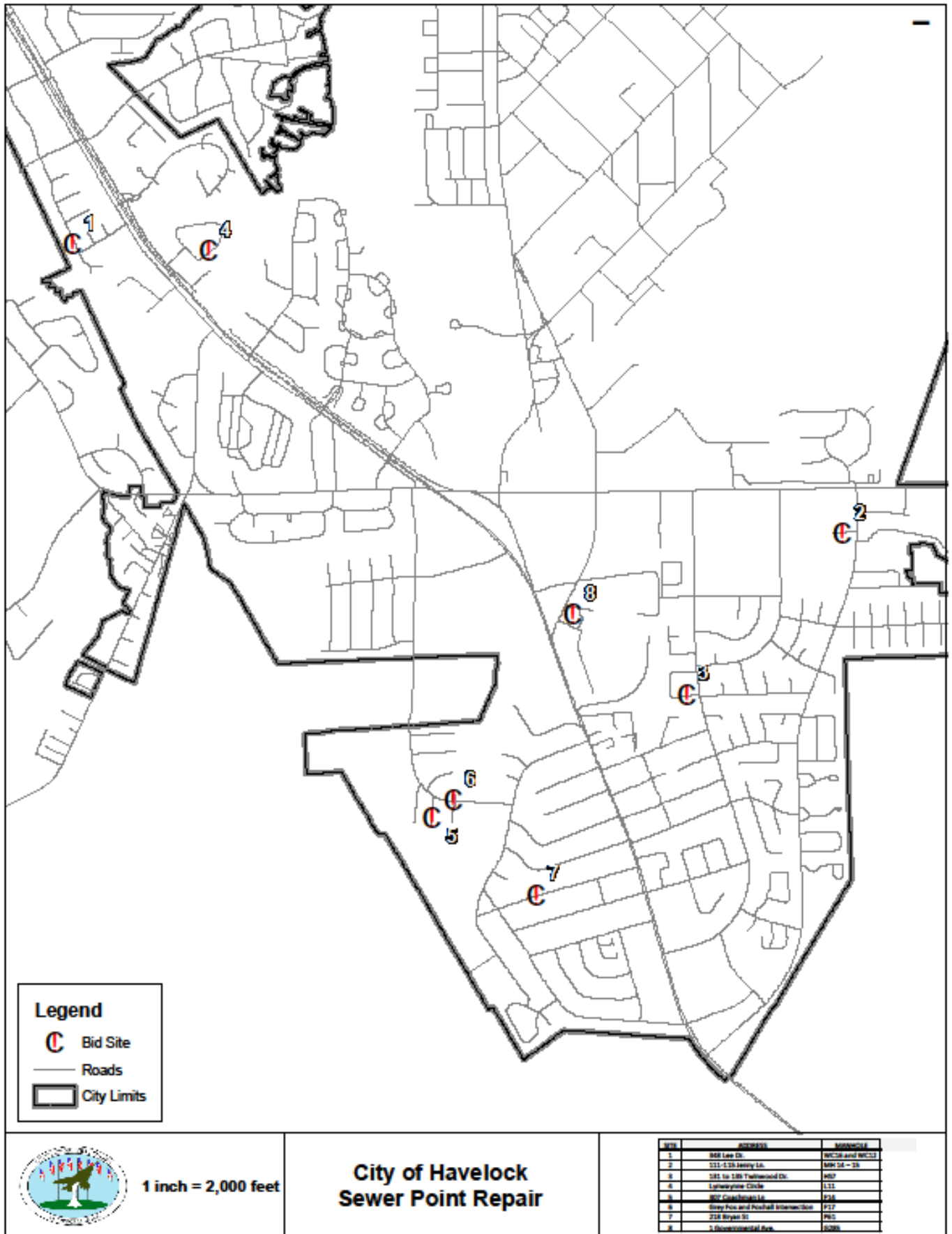


Figure 1: Location Map of Repair Sites

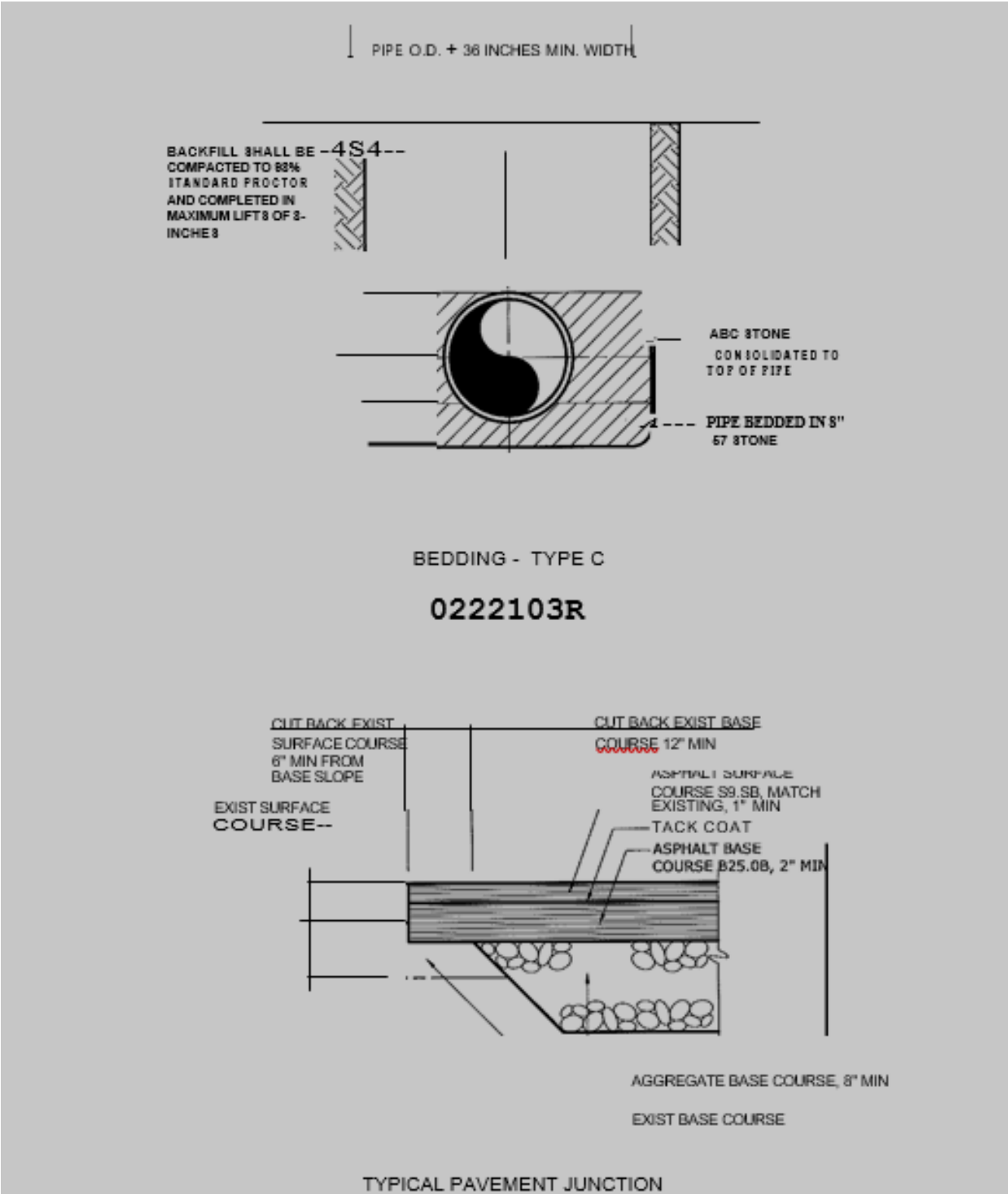


Figure 2: Pipe Bedding and Pavement Cross Section

## Point Repair Locations

### Notice:

Attached photos are for reference only. Photos are not to be used for estimating or bid purposes.

**It is highly recommended that contractors visit each site prior to submitting bid.**

### **Bid Award:**

It is the City's intention to award this bid to one contractor as single project with multiple areas; however, the City reserves the right to adjust the scope of work and award a reduced list of areas.

### **Point Repair Site 1:**

348 Lee Drive, Havelock, NC, 28532

Replace existing 10" PVC C900, at MH C16 and MH C12, approximately 11'± deep. Replace approximately 20' feet of pipe.

Repair will require the removal and replacement of two sections of driveway approximately 10' X 12' for each section.

Five (5) service laterals from MH C16 to MH C12.



***Figure 3: 348 Lee Drive.***





**Existing Features**

- Sewer Point Repair
- 0 Manholes
- Address
- Parcels



1 inch = 50 feet

**City of Havelock  
Sewer Point Repair**

**Site 1:  
348 Lee Drive, Havelock, NC, 28532**



**Point Repair Site 2:**

111 – 113 Jenny Lane, Havelock, NC, 28532

Replace existing 8" PVC C900 approximately 80' from MH 14 consisting of approximately (1) 20' section of pipe, approximately 6' ± deep.

Repair will require the removal and replacement approximately 10' to 20' of sidewalk to access pipe.



*Figure 4: 111-113 sidewalk on Jenny Lane*





1 inch = 75 feet

**City of Havelock  
Sewer Point Repair**

**SITE 2:  
111 Jenny Lane, Havelock, NC, 28532**



**Point Repair Site 3:**

131 to 135 Twin Wood Drive, Havelock, NC, 28532

Replace existing 8" PVC C900, at MH HS7, approximately 6' ± deep and approximately 20 feet of pipe.

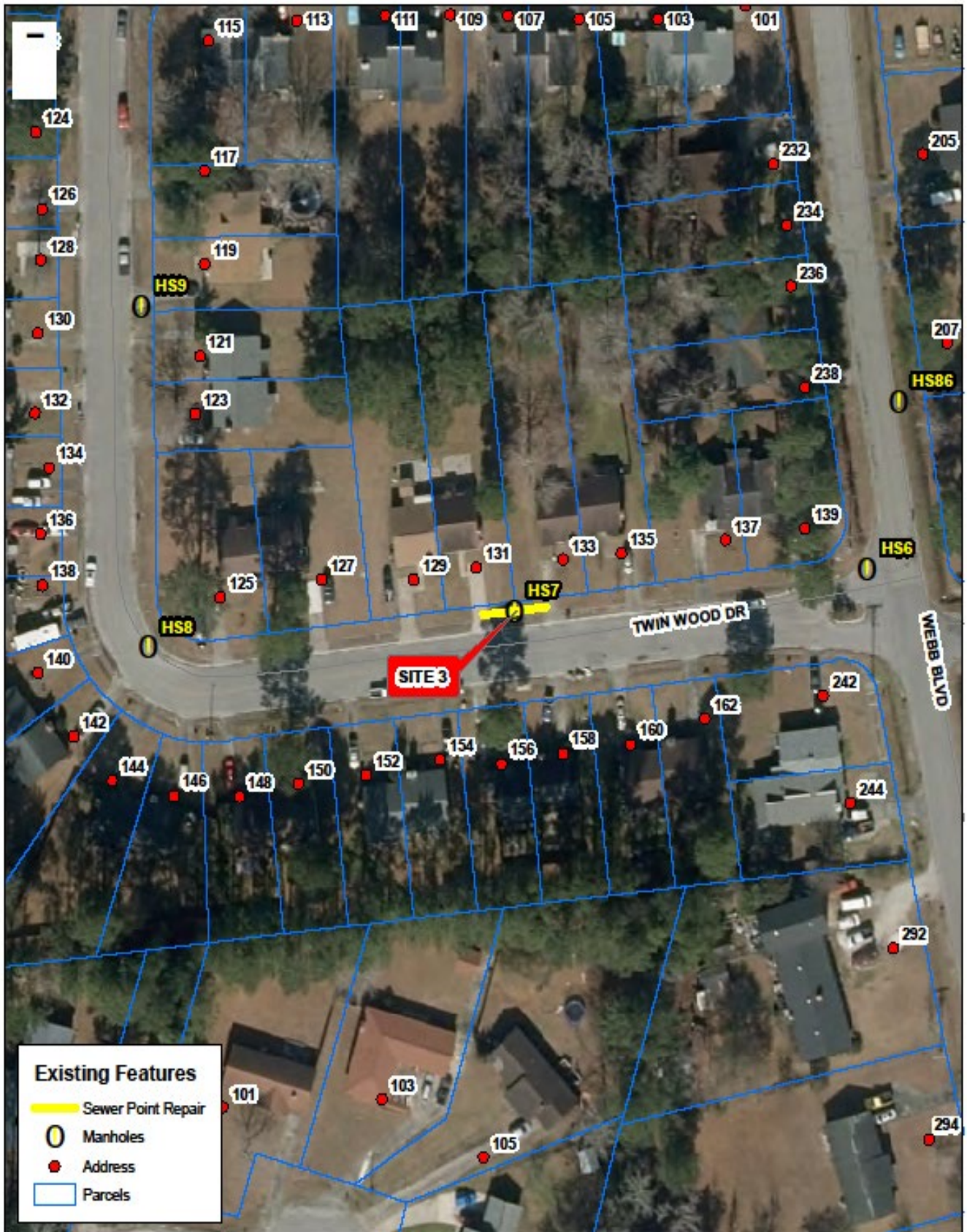
Failure approximately 20' from MH HS7.

Repair will require the removal and replacement of approximately 20' – 25' feet of sidewalk and approximately 10' x 15' section of driveway.



*Figure 5: 131 Twin Wood Drive MH HS7*





1 inch = 75 feet

**City of Havelock  
Sewer Point Repair**

**SITE 3:  
131 Twin Wood Drive  
Havelock, NC, 28532**



**Point Repair Site 4:**

Lynnwayne Circle at MH L11

Replace existing 8" PVC C900, at MH L11, approximately 8'± deep. approximately 2 feet of pipe.







*Figure 6: Lynnwayne Circle MH L11*





**Existing Features**

-  Manholes
-  Sewer Point Repair
-  Address
-  Parcels



1 inch = 50 feet

**City of Havelock  
Sewer Point Repair**

**SITE 4:  
Lynnwayne Circle  
Havelock, NC 28532**



**Point Repair Site 5:**

307 Coachman Lane, Havelock, NC, 28532.

Replace existing 8" PVC C900, at MH F14, approximately 7'± deep and approximately 20 feet of pipe.

Failure approximately 10' south of MH F14.

4" service failure approximately 5' east of MH F14.



***Figure 7: 307 Coachman Lane MH F14***



1 inch = 50 feet

**City of Havelock  
Sewer Point Repair**

**SITE 5:  
307 Coachman Lane  
Havelock, NC 28532**



**Point Repair Site 6:**

Gray Fox and Fox Hall intersection

Replace existing 6" PVC C900, at MH F17, approximately 5'± deep and approximately 20 feet of pipe.

Failure approximately 12'± from MH F17.

Storm drain pipe and water service located in close vicinity of repair area.







*Figure 8: Grey Fox and Fox Hall intersection*





**Existing Features**

-  Manholes
-  Sewer Point Repair
-  Address
-  Parcels



1 inch = 50 feet

**City of Havelock  
Sewer Point Repair**

**SITE 6:  
Grey Fox Rd / Foxhall St  
Havelock, NC 28532**



**Point Repair Site 7:**

218 Bryan Street, Havelock, NC, 28532.

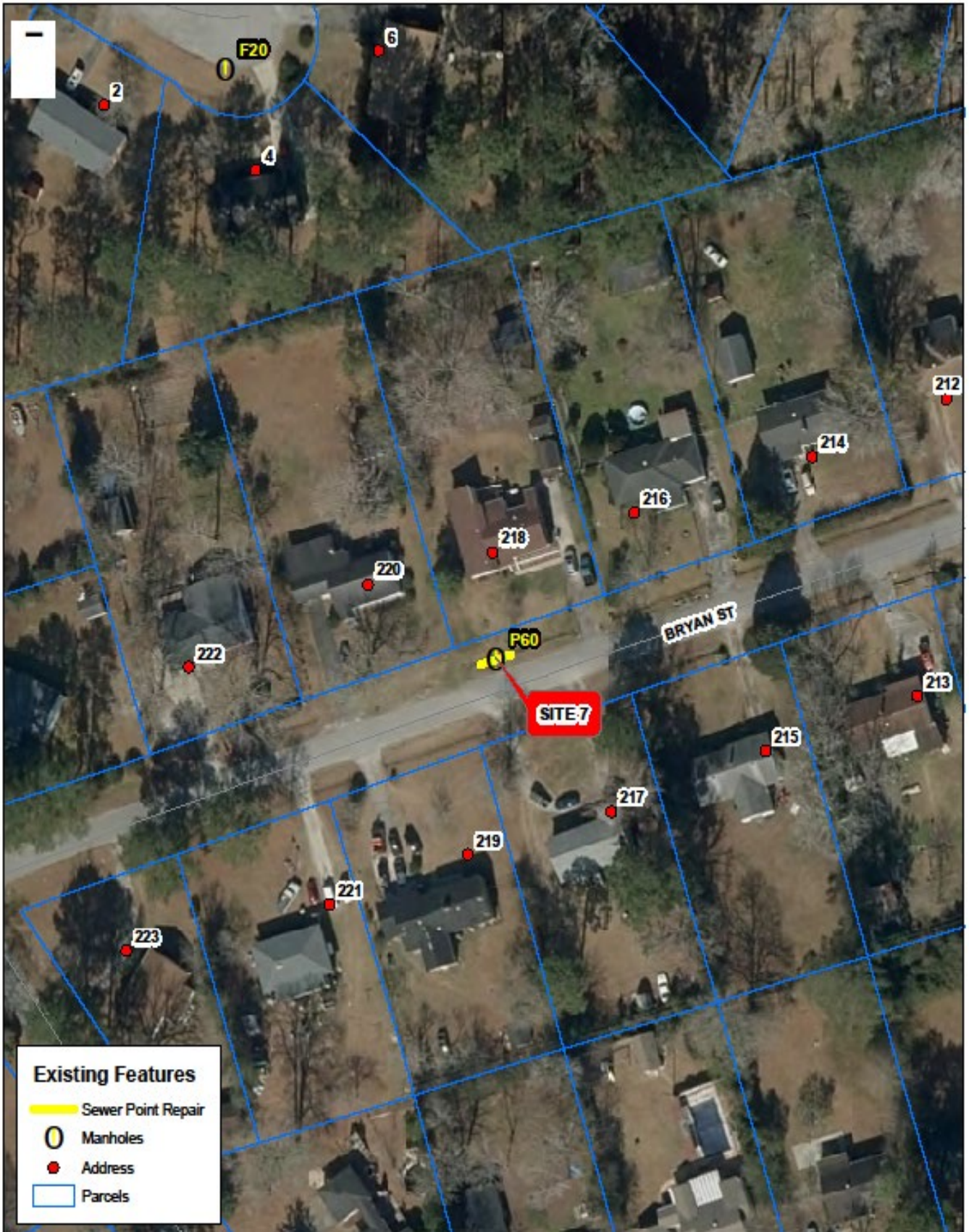
Replace existing 8" PVC C900, at MH P60, approximately 9'± deep and approximately 10 feet of pipe.

Replace pipe from manhole to sound pipe extending past sinkhole.







*Figure 9: 218 Bryan Street*





**Existing Features**

-  Sewer Point Repair
-  Manholes
-  Address
-  Parcels



1 inch = 75 feet

**City of Havelock  
Sewer Point Repair**

**SITE 7:  
218 Bryan Street  
Havelock, NC, 28532**

**Point Repair Site 8:**

City Hall at rear of building 1 Governmental Ave

Replace existing 8" PVC C900, at MH G285, approximately 8'± deep and approximately 10 feet of pipe.

Failure appears to be within 10' of manhole.

Repair will require removal and replacement of sidewalk within work area.

Removal and replacement of river washed stones. Contractor shall use care during removal and replacement not to break or deface stones.

Excavation may require removal and replacement of 4' high metal picket fencing.







***Figure 10: 1 Governmental Avenue MH G285***





**Existing Features**

-  Sewer Point Repair
-  Manholes
-  Address
-  Parcels



1 inch = 50 feet

**City of Havelock  
Sewer Point Repair**

**SITE 8:  
1 Governmental Ave  
Havelock, NC 28532**

