



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,
Amphitheater”*

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

Bids will be accepted until **2:00 PM (EST) on Friday, June 4, 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 60 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. 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. 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 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

Questions must be received by **2:00 PM (EST) on Thursday, May 20, 2021**. If questions are received, the City will respond no later than **12:00 PM (EST) on Tuesday, May 25, 2021**.

This is the 10th day of May 2021

Published: Vendor Registry May 10, 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

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.

City of Havelock Amphitheater Scope of Work

Objective: The City of Havelock is seeking the demolition of an existing stage and to construct a new Amphitheater at City Park located at 198 Cunningham Blvd, Havelock, NC 28532.

DEMOLITION: The existing stage is approximately 35 ft. x 25 ft. and consists of a concrete slab with 8" CMU walls on three sides. A steel post and beam superstructure, separate from the masonry structure, supports a metal roof. Additionally, there is a concrete slab in front of the stage approx. 25 ft. x 35 ft. Contractor is to remove all stage related structures and dispose of in accordance to state and local ordinances. Existing electrical to be removed and service to be temporarily capped off. Existing service to feed new structure.

FOUNDATION/CONCRETE: Excavate for new slab on grade and footings for new structure. Provide clean fill, with even mix of cohesive and granular soil, compacted to 95% standard Proctor (ASTM D698) in minimum 6 inch lifts.

See attached sheets from manufacturer for reference.

Form and pour 5" slab over 4" gravel base and 6 mil plastic sheet vapor barrier. Slab shall be trapezoid shape with short side of 45 ft. and parallel long side of 75 ft. Equal angled sides are approx. 38 ft. Layout of SW corner of slab to align with SW corner of existing stage. Pour concrete footings for columns according to drawing on sheet 6, including galvanized anchor plate hardware and expansion joints. Provide control joints according to drawing on sheet 9. Provide turned down slab details and reinforcing per drawings on sheets 6 and 9. Slope slab at 1/8" per foot toward front of stage slab. Provide anchor bolts to attach to Enwood Structures' base plates.

AMPHITHEATER STRUCTURE: Furnish and erect Enwood Structures model Apex structure, or equivalent. Assembled unit will be 45 ft. x 14 ft. Columns to be bolted to base plates provided with building and installed with foundation. Note: posts supporting walls to be embedded in concrete footing; see detail sheets 6 and 9. Shelter also includes two flanking 9 ft. x 13 ft. storage rooms. Leg height to be 14 ft. Include option for factory stained finish. See Figure 3 for reference and attached specifications for material and installation information. Interiors of dressing rooms to remain unfinished.

Furnish and install two 3'-0" x 6'-8" flush fiberglass exterior doors with brickmold at each dressing room. Jamb size 4 9/16". Exact location to be determined with City Staff. Doors to include Schlage or equivalent passage lockset with lever handles and keyed deadbolts; finish to be brushed chrome or satin nickel.

ROOFING/WATERPROOFING: Contractor to install 25 year 3-tab brown shingles over 30# building paper. Attach with galvanized nails.

Install brown aluminum drip edge at all eaves and flashing at intersections with dressing room roofs and pavilion structure.

ELECTRICAL: Extend 120v power from existing feed to new conduit to new breaker panel in east storage room. Provide switched LED strip lighting and duplex receptacles inside each storage room. Provide (3) waterproof duplex outlets along inside walls of amphitheater. Provide (3) switched LED strip fixtures on pavilion ceiling and (2) LED flood lights on each side.

Figure 1: Location Map. Note: verify exact location in field with City Staff



Figure 2: Layout of new pavilion

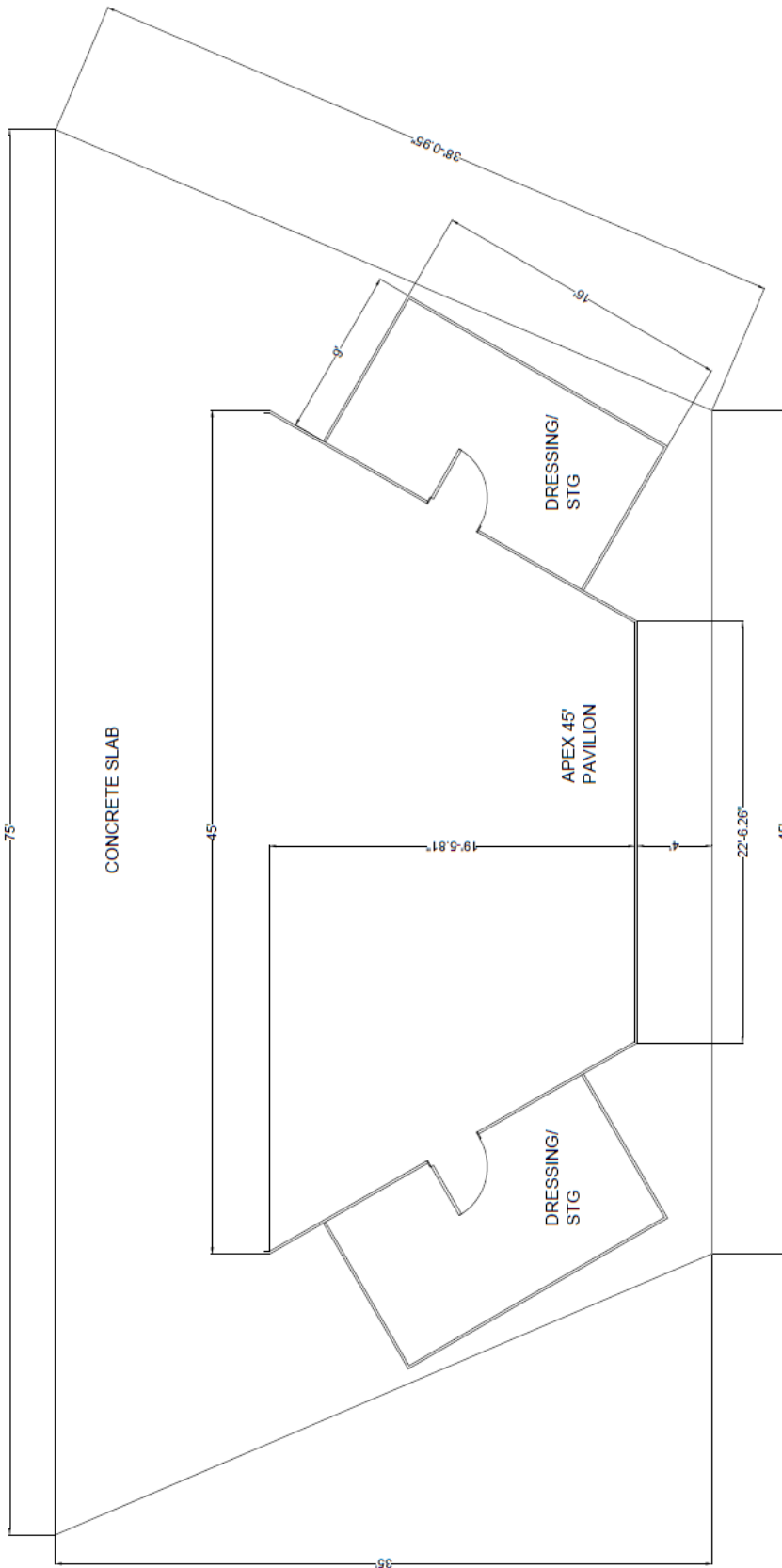


Figure 3: EnWood Structures Brochure for reference.

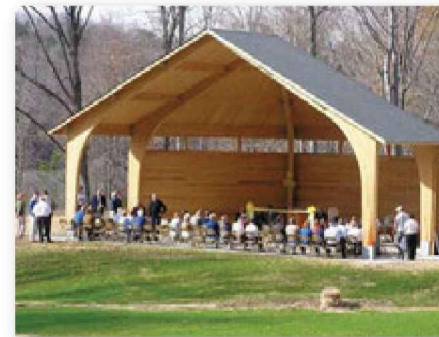
The Apex Series



The Apex II



The Apex with Changing Rooms



The Apex with Front Bay

The Apex Amphitheater Design Series utilizes laminated arches and purlins of Southern Yellow Pine. The amphitheater design is strong on aesthetics as well as on acoustics as the natural acoustical property of wood allows for quality sound.

Custom Sizes Available. The Apex is engineered with side walls.

The Apex & Apex 11

Sizes Available

30'-10' 40'-10'

30'-14' 40'-14,
35'-10' 45'-10'

35'-14' **45' - 14'**

THE APEX AMPHITHEATER SHELTER SPECIFICATIONS

Manufacturer: Shelter shall be designed and furnished by EnWood Structures, Raleigh, NC.

Shelter Design: Shelter design system shall be the Apex.

Manufacture: Manufacture of the structural glued laminated wood components shall conform to the manufacturing requirements of the American Institute of Timber Construction Standards and Standard Specifications for Glued Laminated Timber, AITC 117.

Manufacturer's Certification: Shelter's manufacturer shall be a member of, and hold full certification from, The American Institute of Timber Construction (AITC). Fabrication will be based on the AITC Timber Construction Manual.

Quality Control: Quality Control shall be provided in accordance with ANSI/AITC A190.1-latest edition, American National Standard for Wood Products- Structural Glued Laminated Timber, and the American Institute of Timber Construction Inspection Manual AITC-200.

Lumber: Laminating lumber shall be #1 grade kiln-dried, with maximum 15% moisture content, Southern Yellow Pine graded to meet the requirements of Standard Specifications for Structural Glued Laminated Timber, AITC 117. Lumber combination shall be determined by the design requirements for each component and designated on the fabricator's shop drawings.

Treated Components: All treated components must be treated prior to gluing at .6 lbs. per cubic foot per in accordance with AITC 109 Standards.

Adhesives: Adhesives shall be wet-use (waterproof) complying with ANSI/AITC A190.1-latest edition.

Arches: Glulam arches to be fabricated with treated lumber in accordance with AITC 109 Standards.

Roof Deck: Two-inch (nominal) #1 Grade, end matched, single tongue and groove with V-joint bottom face, kiln-dried, to an average of 15% moisture content, Southern Yellow Pine. Galvanized 16d nails shall be provided.

Wall Deck: [for the Apex model only] Two-inch (nominal) #1 Grade, end matched, single tongue and groove with V-joint bottom face, kiln-dried, to an average of 15% moisture content, Southern Yellow Pine, pressure treated, in accordance with AITC 109 Standards. Galvanized 16d nails shall be provided.

Fascia: 2" x 6" fascia, Southern Yellow Pine, #1 SPIB Grade, treated in accordance with AITC 109 Standards. Galvanized 16d nails shall be provided.

Roofing: Class A fire rated fiberglass shingles (25-Year Warranty) with one layer of 30# felt. Standard shelter to have Autumn Brown color shingles. Galvanized roofing nails for attaching felt & shingles shall be provided.

Hardware: All steel and hardware for beam and arch connections shall be provided. Steel connections to be hot dipped galvanized. Hardware to be galvanized.

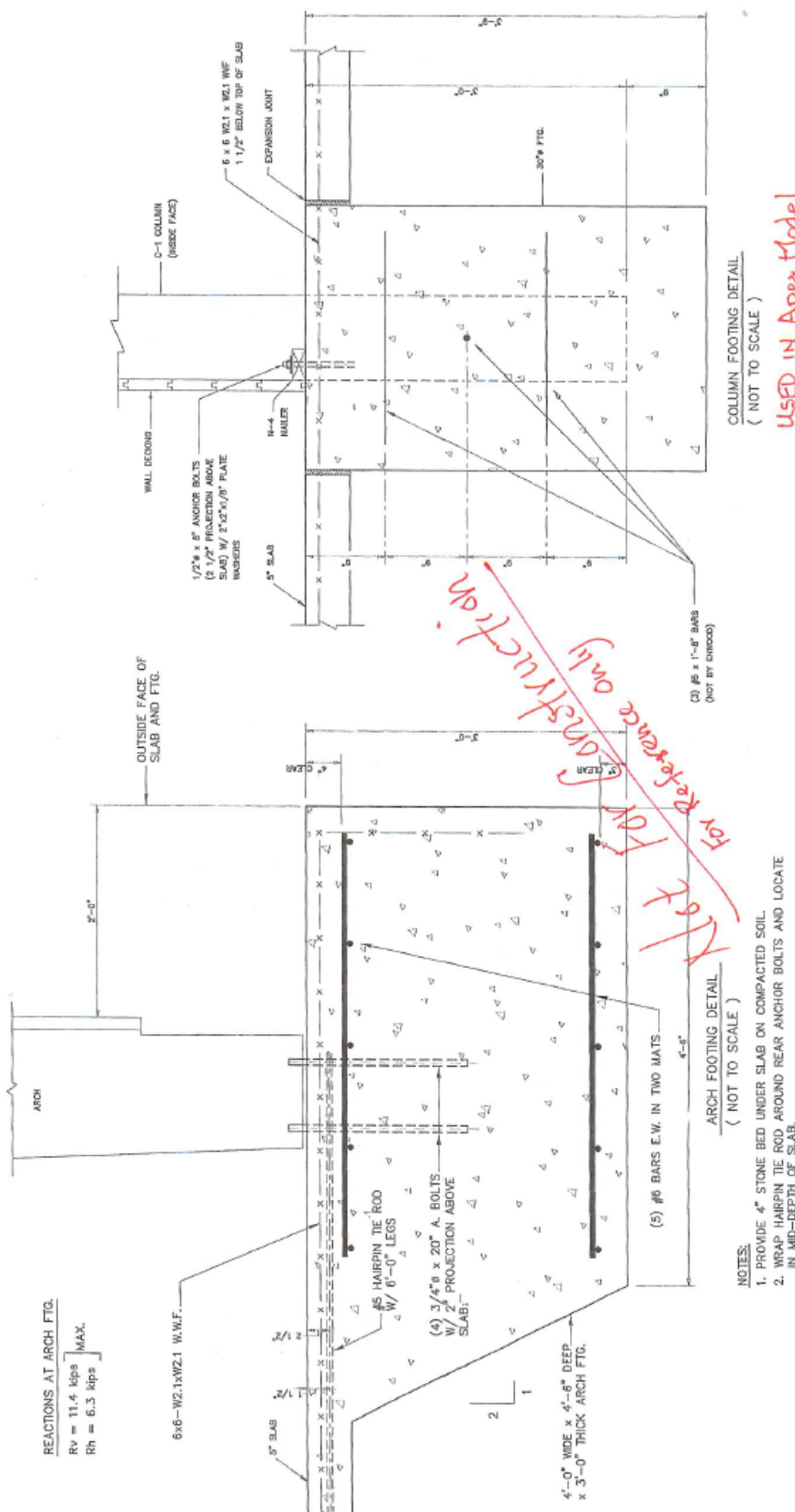
Design: The structural systems are designed to sustain actual dead load in conjunction with 30 PSF live load or 140 MPH (approx. 50 PSF) wind load, whichever combination is critical.

Appearance Grades: AITC Architectural grade. Exposed faces of glulam members to receive one coat of factory-applied clear penetrating sealer.

Protection: Members shall be individually wrapped.

Storage and Erection: The general contractor is responsible for protection of the materials after arrival at destination. If stored temporarily, members should be placed on blocks well off the ground and separated with wood strips so that air can circulate around each member. Cover top and bottom with moisture-resistant paper. Use non-marring slings when handling.

Shop Drawing: The fabricator shall furnish a complete set of shop drawings showing the necessary details.

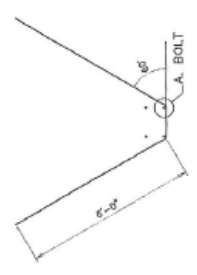


REACTIONS AT ARCH FTG.
 $R_v = 11.4 \text{ kips}$ MAX.
 $R_h = 6.3 \text{ kips}$

ARCH FOOTING DETAIL
 (NOT TO SCALE)

COLUMN FOOTING DETAIL
 (NOT TO SCALE)

NOTES:
 1. PROVIDE 4" STONE BED UNDER SLAB ON COMPACTED SOIL.
 2. WRAP HAIRPIN TIE ROD AROUND REAR ANCHOR BOLTS AND LOCATE IN MID-DEPTH OF SLAB.



HAIRPIN TIE ROD DETAIL
 (NOT TO SCALE)

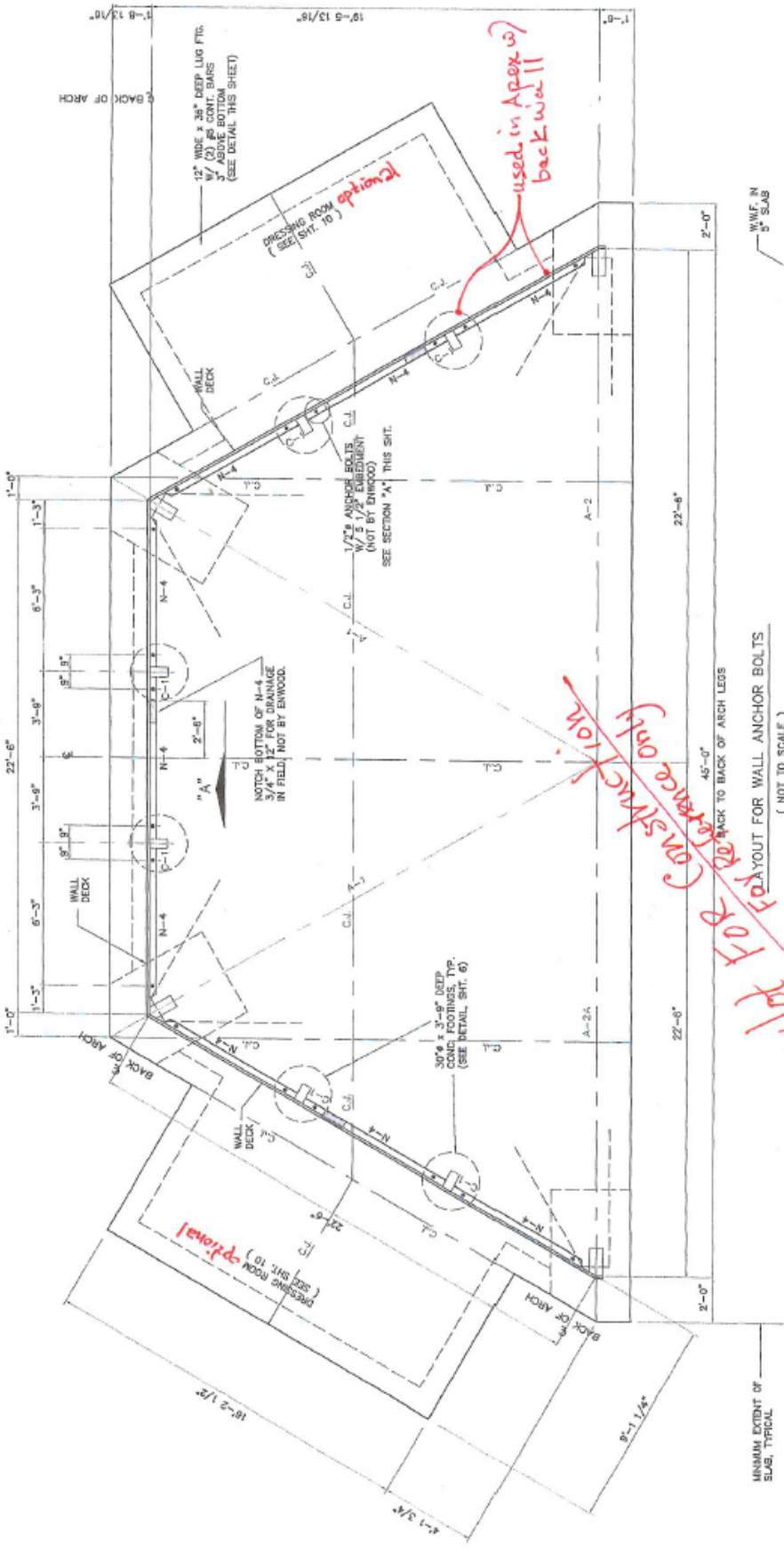
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 For reference only

Handwritten: USED IN Apex Model w/ back wall

| REVISIONS | | OUR JOB NO. | SHEET |
|--------------------------|--|-------------|-------|
| DRAWN | | | 6 |
| CHECKED | | | 10 |
| APPROVED FOR FABRICATION | | | |

48" SPECIAL APX W/ 14' LG. NOT.

ENWOOD STRUCTURES



used in Apex w/ back wall

optional

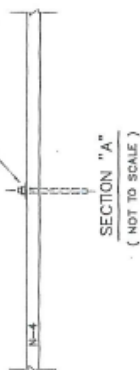
Not For Construction



TYPICAL SECTION AT LUG FTG.
(NOT TO SCALE)

- CONTRACTOR NOTES:
- FIELD NOTCH REAR WALL AS REQUIRED MINIMUM 3/4" HIGH FOR SLAB DRAINAGE (SILL PLATE & BOTTOM DECK BOARD)
 - SPACE ANCHOR BOLTS AS REQUIRED TO MAINTAIN MINIMUM 6" MAXIMUM SPACING BETWEEN BOLTS TO BE 6'-0".

1/2" x 8" ANCHOR BOLT (5 1/2" EMBEDMENT)
0.1/2" PROJ. ABOVE SLAB; 5 1/2" PL WASHER
W/ 2" x 2" x 1/8" PL WASHER



SECTION "A"
(NOT TO SCALE)

48" SPECIAL APEX W/ 14" LEG HGT.



| REVISIONS | OUR JOB NO. | SHEET |
|-----------|-------------|--------------------------|
| DRAWN | | 9 |
| CHECKED | | 10 |
| | | APPROVED FOR FABRICATION |

General Provisions

1. Contractor shall comply with all requirements of OSHA 1926.
2. Construction to comply with all requirements of the NC building code, including resistance to 140 mph winds.
3. All measurements included are approximate. Measurements are the Contractors responsibility. Contractors are advised to visit site to become familiar with demolition requirements and existing conditions and infrastructure prior to submitting their bid.
4. Performance period is 60 days from Notice to Proceed. Contractor is responsible for timely order and delivery of material and structure. Notice to proceed shall be determined upon confirmed order of structure following approval of shop drawings by City Staff.
5. Work hours shall be 8am to 5pm, Monday through Friday. No work shall be performed on City holidays. Any work conducted outside of established work hours must be scheduled with the City 48 hours in advance and is subject to approval.
6. Contractor will obtain all necessary permits. Permits required by City of Havelock are provided free of charge.
7. The Contractor is to clean and remove all debris at the end of each work day. All construction debris, including final cleanup to be disposed of in accordance with State ordinances.
8. All underground utilities are to be 811 located, prior to work being started.
9. Contractor is responsible for all damage to City property that occur as a result of the construction of the project.
10. Disturbed areas to be graded and reseeded. Area of removed slab to be filled, graded and install new sod.