



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,
Gravity Sewer Manhole & Box Culvert Rehabilitation”*

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 Wednesday, October 23, 2019** 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 120 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.

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.



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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.

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 Friday, October 4, 2019**. If questions are received, the City will respond no later than **12:00 PM (EST) on Friday, October 11, 2019**.

This is the 23rd day of September 2019

Published: Vendor Registry September 23, 2019

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: _____

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.

General Provisions:

1. Contractor shall comply with all requirements of OSHA 1926.
2. Period of Performance is one hundred and twenty (120) days from date of award.
3. Contractor will obtain all necessary permits. Permits required by City of Havelock are provided free of charge.
4. Asphalt repairs will consist of 2-inches of asphalt over the base and 2-inches of asphalt extending 2-feet beyond the limits of the excavation into the existing asphalt. Work shall be performed in accordance with NCDOT Standards.
5. 6-inch base to be expected to reach 98% maximum dry density as per Standard Proctor.
6. Roadway repair is the responsibility of the contractor.
7. All necessary efforts shall be made to control erosion and sediment release while this project is under construction.
8. Prior to work being started, place call to 811 to located all underground utilities.
9. All elevations to be confirmed prior to any construction.
10. Contractor shall complete an Activity Hazard Analysis (AHA) for each day's work.
11. Contractor shall submit a Schedule of Values (SOV) for each Project Area prior to beginning work. Each line item of the SOV shall include a total for that line and a break down between Labor and Materials.
12. Work hours shall be 7 am to 5 pm, 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 subjected to approval.

Liquidated Damages:

If the Contractor fails to perform the work within the specified time set forth as described above, the Owner and Contractor agree that as liquidated damages, and not as penalty, for delay in performance the Contractor shall pay the Owner in the amount of \$300 for each and every calendar day that expires after one hundred and twenty days where the work is not complete and ready for Final Payment.

Scope of Work

Per Exhibit 1 and 3, the repair and project consist of existing box culvert rehabilitation and associated roadway, and replacement of sewer line due to damage caused by Hurricane Florence within the Pineview and Joe's drainage area.

Work for the Project shall consist of the following, including but not limited to: box culvert rehabilitation, including box culvert, top of culvert damage, installing new 8" sewer main, doghouse manhole and one standard manhole, pavement reconstruction, and installation of guardrail.

Box Culvert, *Figures 1 – 5, Exhibit 2*

Work to be done will involve joint repair of seven 4.5' x 8' box culverts. North end section with headwall of box culvert has shifted causing a 5 to 5 ½ "separation at top of culvert. This section will have to be removed. Provide new base consisting of a min. of 12" #57 stone in Joe's Branch. Reset removed section of culvert to proper alignment and elevation. Joint must be closed and tight against adjoining section. Contractor must obtain approval of City Engineer before placement of box culvert. Grout any voids solid with hydraulic cement. Note, in order to achieve a dry surface bypass pumping of Joe's Branch storm water is required.

Remove existing guardrail as necessary to allow work to be performed. Re-install after culvert and road way work is completed.

Sewer Line, *Exhibit 3*

The proposed work will consist of removal and replacement of existing gravity sewer line that runs through box culvert. Beginning at Manhole G315 core drill manhole for installation of new 8" DIP. Set proposed Manhole A (Exhibit 1) 7' ± North of existing Manhole G315. Continuing on West of Joe's Branch install proposed doghouse Manhole B over existing gravity sewer approximately 7' ± North of existing Manhole G166 (Exhibit 1). Install new 8" DIP from new Manhole "A" to new Manhole "B" (Exhibit 1) approximately 53' ±. Remove section of existing pipe in new Manhole B and existing sanitary sewer line passing through culvert must be flush with walls. Remove section of existing sewer pipe from the inside of culvert and close repair holes on wall. Proposed manhole "A" and "B" must be slurry backfill and changes in direction of flow through the sewer shall be made to a true curve.

Bypass pumping of existing sewer line must be included as work is set to start. Extreme caution shall be taken to prevent any spillages of sewer in Joe's Branch or surrounding areas. In case of accidental spill immediately contact City of Havelock representative.

All construction must be in keeping with State, NCDOT standards, including base stone, traffic control, and OSHA standards, including any confined space entries.



1 inch = 25 feet

**City of Havelock
2019 Sewer Repairs**

- A. New Manhole
- B. New Doghouse Manhole

Exhibit 1



Figure 1: Soil infiltration due to leaked joint



Figure 2: Soil infiltration due to leaked joint 2

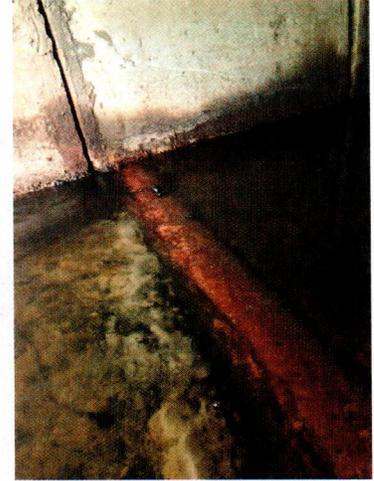


Figure 3: Inlet corrosion

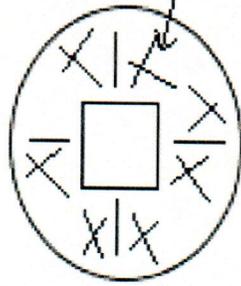


Figure 4: Separated joint



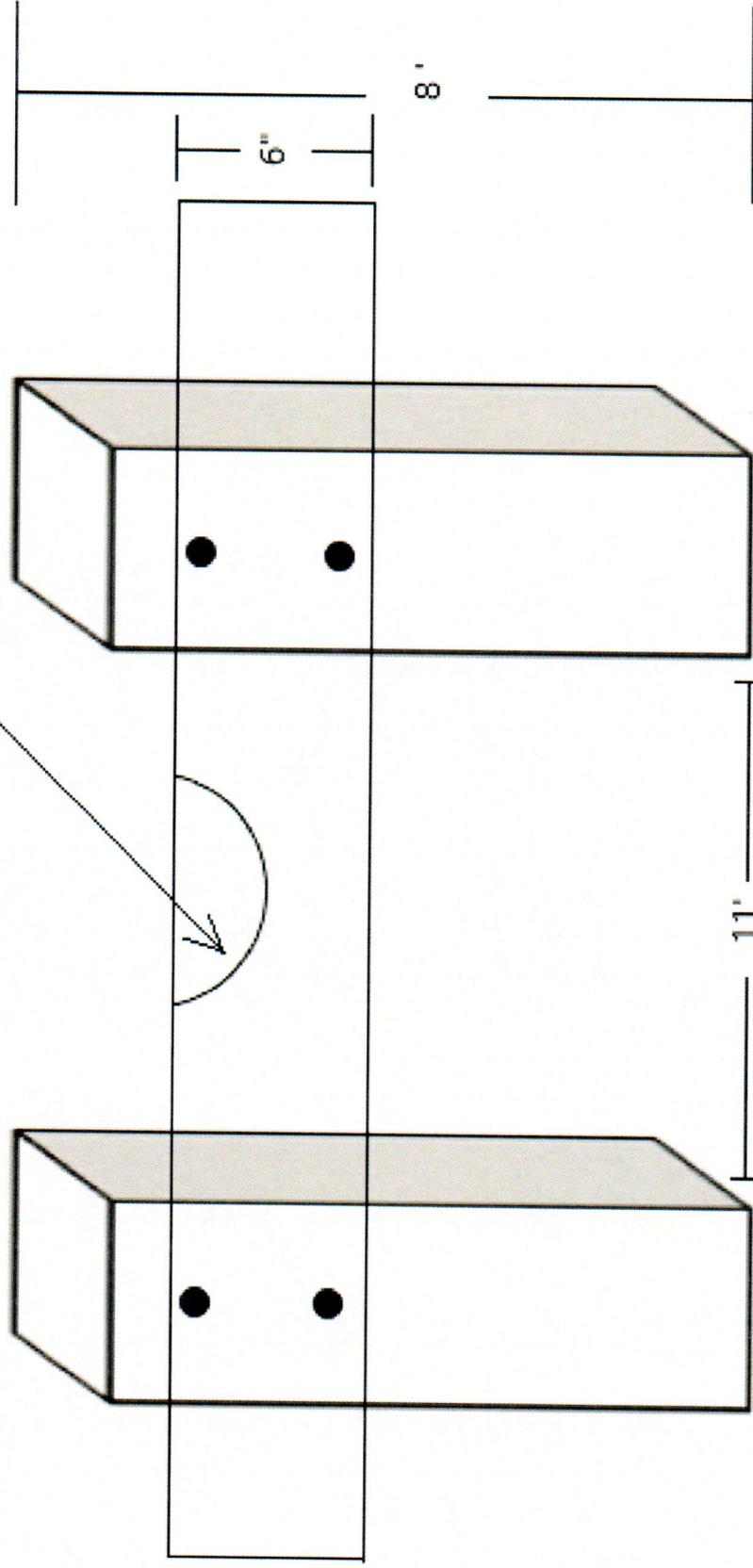
Figure 5: 5 1/2\" separation of joint

MIN 4" CONCRETE
ALL AROUND



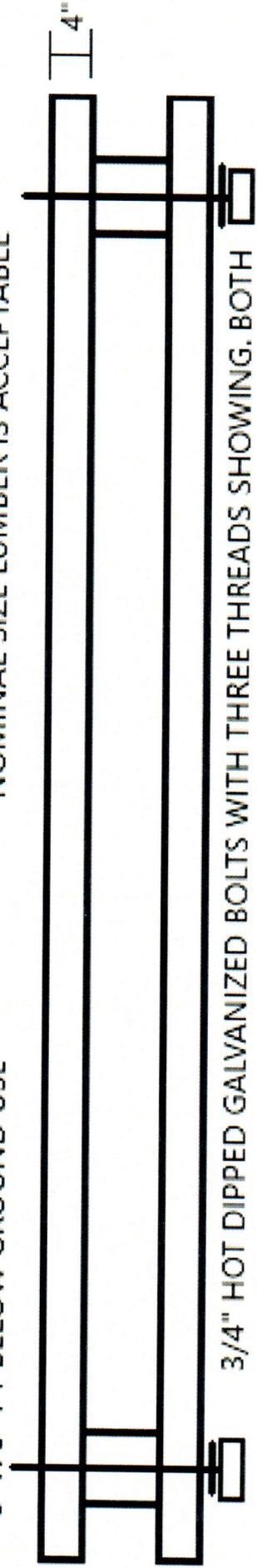
CONCRETE

4"X6" PT ABOVE GROUND USE
EACH SIDE OF SUPPORT



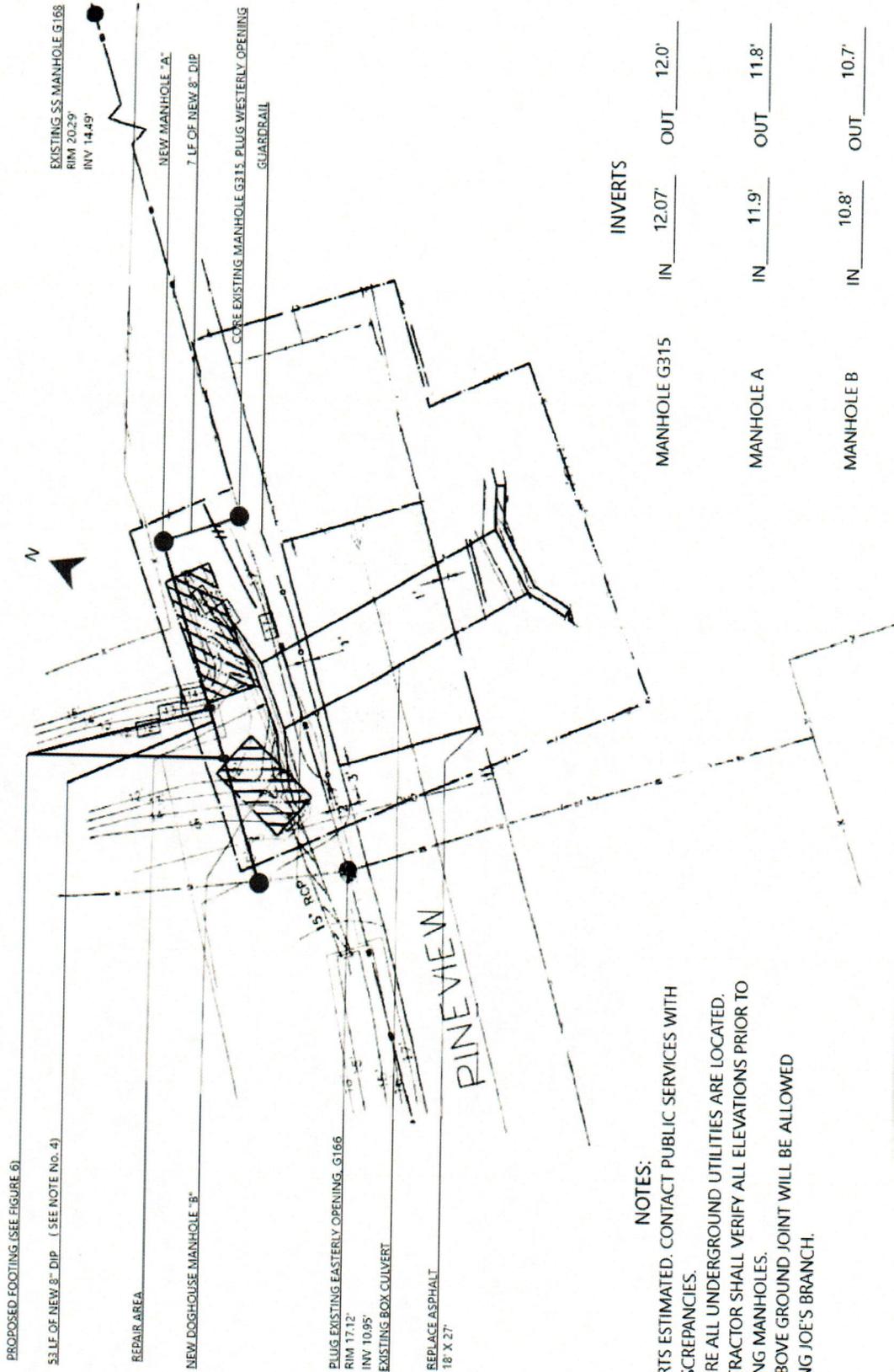
8" X 8" PT BELOW GROUND USE

NOMINAL SIZE LUMBER IS ACCEPTABLE



3/4" HOT DIPPED GALVANIZED BOLTS WITH THREE THREADS SHOWING. BOTH
SIDES MUST HAVE WASHERS

Figure 6



- NOTES:
- 1) INVERTS ESTIMATED. CONTACT PUBLIC SERVICES WITH ANY DISCREPANCIES.
 - 2) ENSURE ALL UNDERGROUND UTILITIES ARE LOCATED.
 - 3) CONTRACTOR SHALL VERIFY ALL ELEVATIONS PRIOR TO ORDERING MANHOLES.
 - 4) NO ABOVE GROUND JOINT WILL BE ALLOWED CROSSING JOE'S BRANCH.