



## CITY OF HAVELOCK

Post Office Box 368  
Havelock, NC 28532

### INVITATION TO BID

Pursuant to North Carolina General Statutes §143-129, Mid-Atlantic Associates, Inc. (Mid-Atlantic) and the City of Havelock invites formal bids on the following.

Bids must be submitted in accordance with the attached guide plans, and in follow-up to a strongly encouraged pre-bid meeting at the site scheduled for **Thursday, December 13<sup>th</sup> at 10:00 AM** or a to-be-decided alternate day if inclement weather is forecast. Please email Eric Aufderhaar at [eaufderhaar@maaonline.com](mailto:eaufderhaar@maaonline.com) if you intend to attend the pre-bid meeting. Bids must be sealed and clearly marked on the outside of the envelope:

### *“Waste Debris Removal and Relocation/Spreading Former Phoenix Recycling Site”*

#### ADDRESS BIDS TO:

**Eric Aufderhaar, P.G.  
Mid-Atlantic Associates, Inc.  
409 Rogers View Court  
Raleigh NC 27610  
(919) 250-9918; Fax (919) 250-9950  
Email: [eaufderhaar@maaonline.com](mailto:eaufderhaar@maaonline.com)**

Bids will be accepted until **5:00 p.m. (EST) on Friday, January 4, 2019** at which time they will be reviewed by Mid-Atlantic and the City of Havelock.

Bids on contracts for construction or repair work in the formal bidding range must be accompanied by a bid bond or deposit in the amount of not less than 5 percent of the bid. This security is held by the City of Havelock to guarantee that the successful bidder will execute the contract and provide performance and payment bonds if required. If a bidder backs out of his or her bid or refuses to enter into a contract, the City of Havelock may retain the bid deposit or seek payment under the bid bond. Bids will be considered incomplete if not accompanied by a bid bond or deposit. Quotes are not subject to public inspection until the contract is awarded. The bids are good for 75 days after opening.

**Bidders are cautioned not to submit bids until the proposed requirements and scope of work have been carefully examined, and a visit is made to the site to observe existing conditions. 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 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.



**CITY OF HAVELOCK**

Post Office Box 368  
Havelock, NC 28532

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 147-86.55-69 requires certification for bids with a North Carolina Local Government. The certification is required at the time when a bid is submitted. N.C.G.S 147-86.55-69 requires that contractors with a North Carolina Local Government must not utilize any subcontractor found on the State Treasurer's Final Divestment List. The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the following link ([Final Iran Divestiture List](#)) 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 and Pre-Bid Meeting:**

For questions in regards to the bid specifications, Mid-Atlantic Associates, Inc. will host a pre-bid meeting on December 13, 2018. Attendance at the pre-bid meeting is strongly encouraged so bidding firms can see the existing conditions first-hand. Bidders attending the pre-bid will be listed on the City of Havelock web site. Following the pre-bid meeting and before an Addendum is issued (if applicable), questions will be received for a period of 48 hours by emailing Eric Aufderhaar at Mid-Atlantic, [eaufderhaar@maaonline.com](mailto:eaufderhaar@maaonline.com). An Addendum, if applicable, will be issued to all bidding firms that attended the pre-bid meeting and on the City of Havelock web site no later than 5 PM on December 18, 2018.

Today is Thursday, December 6, 2018.

MID-ATLANTIC ASSOCIATES, INC.  
ON BEHALF OF THE CITY OF HAVELOCK

Eric B. Aufderhaar, P.G.  
Senior Geologist  
Mid-Atlantic Associates, Inc.



**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 \_\_\_\_\_ 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

My Commission Expires: \_\_\_\_\_

**BID PROPOSAL**  
for  
**Waste Debris Removal and Relocation/Spreading**  
**Former Phoenix Recycling Site, Havelock, North Carolina**

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**SCOPE OF WORK:**

Furnish all labor, material, tools, equipment and services for relocation of waste debris located in the right of way and easement for NCDOT Project R-5516 on the former Phoenix Recycling property as described in "Guide for Waste Debris Removal and Relocation/Spreading, Former Phoenix Recycling Site" prepared by Mid-Atlantic Associates, Inc. (the Consultant), dated December 6, 2018, and provisions of the Contract Documents.

The undersigned, as bidder, proposes and agrees, if this proposal is accepted, to contract with the City of Havelock, North Carolina (the Owner) for the furnishing of all materials, equipment and labor necessary for execution of the work described in these documents in full and complete accordance with the plans and contract documents, and to the complete satisfaction of the Consultant and the Owner for the sum of:

**BASE BID:** \_\_\_\_\_ (\$ \_\_\_\_\_), based on the following component costs:

|   |          |
|---|----------|
| Planning, permitting, mobilization, management                      | \$ _____ |
| Construct Erosion and Sediment Control Features, per S&EC Plan      | \$ _____ |
| Load, transport and dispose approximately 4,400 tons of trash       | \$ _____ |
| Load, transport and dispose of approximately 120 tires              | \$ _____ |
| Load, transport and dispose approximately 10,200 tons of woodchips  | \$ _____ |
| Spread soil, wood chips and organic wood debris onsite, 12,800 tons | \$ _____ |
| Restoration of disturbed areas (~ 5 acres) per the S&EC Plan        | \$ _____ |

**UNIT RATES FOR SERVICES:**

- \$ \_\_\_\_\_ per ton: Load, transport and dispose (T & D) of trash at a municipal solid waste landfill (MSWLF).
- \$ \_\_\_\_\_ per ton: Load, T & D of wood chips at a Subtitle D landfill.
- \$ \_\_\_\_\_ per ton: Load, T & D of construction waste at a Construction and Demolition (C&D) debris landfill.
- \$ \_\_\_\_\_ per ton: Load, T & D of organic wood debris to a Land Clearing and Inert Debris (LCID) landfill.
- \$ \_\_\_\_\_ per ton: Disposal of waste concrete debris
- \$ \_\_\_\_\_ per 1,000 square feet: Construction of a gravel parking lot.
- \$ \_\_\_\_\_ per 1,000 square feet: Restoration per the S&EC Plan.

**Daily rates for equipment:**

- \$ \_\_\_\_\_ per Day for Skid steer plus Operator
- \$ \_\_\_\_\_ per Day for Trackhoe plus Operator
- \$ \_\_\_\_\_ per Day for Loader plus Operator
- \$ \_\_\_\_\_ per Day for Loader plus Operator
- \$ \_\_\_\_\_ per Day for Bulldozer plus Operator
- \$ \_\_\_\_\_ per Day for Off-road Dump Truck plus Operator

Time required from notice to proceed to complete project (base bid): \_\_\_\_\_ days.

**The Firm's terms and conditions shall be revised to meet all requirements of the City of Havelock, North Carolina.**

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
(Name of firm or corporation making bid)

Federal ID #: \_\_\_\_\_

By: \_\_\_\_\_  
(Individual Authorized to sign for firm or corporation)

License #: \_\_\_\_\_

\_\_\_\_\_  
(Name Printed or Typed)

Witness:

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

\_\_\_\_\_  
(Signature of Witness)

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

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

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

**IRAN DIVESTMENT ACT CERTIFICATION REQUIRED  
BY N.C.G.S 147-86.55-69**

As of the date listed below, the vendor or bidder listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 147-86.55-69.

The undersigned hereby certifies that he or she is authorized by the vendor or bidder listed above to make the forgoing statement.

Authorized Signature:

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Print Name of Authorized Signature:

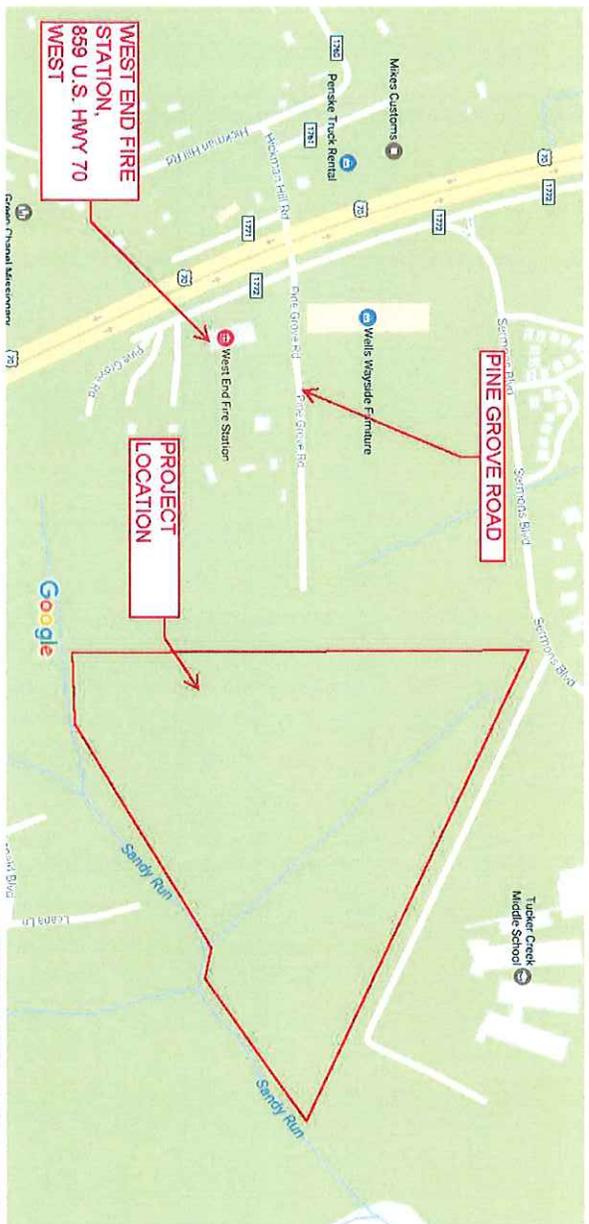
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Title:

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Date:

# GUIDE FOR WASTE DEBRIS REMOVAL AND RELOCATING/SPREADING FORMER PHOENIX RECYCLING SITE



| SHEET INDEX                            |   |
|--|---|
| COVER SHEET                            | 1 |
| INTRODUCTION AND GENERAL SCOPE OF WORK | 2 |
| SITE MAP                               | 3 |
| INFORMATION ABOUT WASTE DEBRIS         | 4 |

**PREPARED FOR:**

THE CITY OF HAVELOCK  
1 GOVERNMENTAL AVENUE  
HAVELOCK, NORTH CAROLINA 28352

**PREPARED BY:**

MID-ATLANTIC ASSOCIATES, INC.  
409 ROGERS VIEW COURT  
RALEIGH, NORTH CAROLINA 27610



COVER SHEET  
WASTE DEBRIS REMOVAL AND RELOCATIONS/SPREADING  
FORMER PHOENIX RECYCLING SITE  
HAVELOCK, NORTH CAROLINA

|                        |                               |
|------------------------|-------------------------------|
| DRAWN BY: EBA          | DATE: DECEMBER 2018           |
| DRAFT CHECK BY:        | JOB NO.: 00R2478.06           |
| ENGINEER CHECK BY: JHN | GIS NO.: 1G-00R2478.06-10.pdf |
| APPROVED BY: JHN       | SHEET NO.: 1                  |

**INTRODUCTION**

It is the intent of this Guide to provide basic performance information in sufficient detail to solicit competitive bids for the excavation, transport and proper disposal of trash, construction debris and wood waste (chipped and organics) from several debris piles located at the former Phoenix Recycling facility site located at the end of Pine Grove Road in the City of Havelock, North Carolina. The closest street address is 859 U.S. Highway 70 West which corresponds with the City of Havelock (City) West End Fire Station. The City currently owns the former Phoenix site. The City desires to improve the property for use by City residents as a park or other greenspace. Debris removal and disposal is desired for portions of the site.

The project Owner is:

The City of Havelock  
1 Governmental Avenue  
Havelock, North Carolina 28532  
Attn: Mr. Frank Bottorff, City Manager

The Consultant is:

Mid-Atlantic Associates, Inc.  
409 Rogers View Court  
Raleigh, North Carolina 27610  
Attn: Eric Aufdenhaar  
(919) 250-9918

This Guide describes the requirements for the project including information about the waste debris targeted for removal and relocation and grading of currently stockpiled wood debris and soil. Excavation of test pits and extensive environmental testing has been completed by Mid-Atlantic and a contractor for NCDOT (S&ME) within the piles on the property. The test pits have revealed wood mulch, stumps, limbs and waste products related to construction including brick, plastic, large sections of timbers (e.g. telephone poles) and vinyl siding.

The bidder is expected to provide the minimum road improvements to the dirt haul road on the site to access and remove waste debris. The bidder must include provisions to not track or have debris fall out of trucks onto Pine Grove Road or other paved roads beyond the construction entrance. Currently, the unimproved haul road on the site has deep ruts and is soft from previous site work. Sections of the dirt road are frequently flooded after heavy or sustained rainfall.

**GENERAL SCOPE OF WORK**

The general scope of work for this project includes these major tasks:

- Provide a Health and Safety Plan that contains a site specific map illustrating the route to emergency care services. Contractor is responsible for site safety. Note that decaying wood (natural and man-made products) may generate methane that may become explosive under certain conditions. *Smoking is prohibited on this site.*
- Participate in a pre-construction meeting.
- No structures are located on the site. The closest street address to the site is for the Havelock West End Fire Station at 859 U.S. Highway 70, Havelock, NC 28532
- Improve the access road on the center of the site sufficient to allow trucks to remove the debris noted in this specification. The deposition of excess soil from truck tires onto asphalt on Pine Grove Road and U.S. Highway 70 should be limited.
- Construct silt fencing and erosion control measures in accordance with the Sediment & Erosion Control (S&EC) Plan. After debris is removed, restore the debris removal areas with vegetation as outlined in the S&EC Plan.
- Remove, transport and dispose of trash type debris and primarily wood waste debris (e.g. wood chips, stumps) from several locations.
- Use earth moving equipment to spread out or grade soil with wood-related debris.

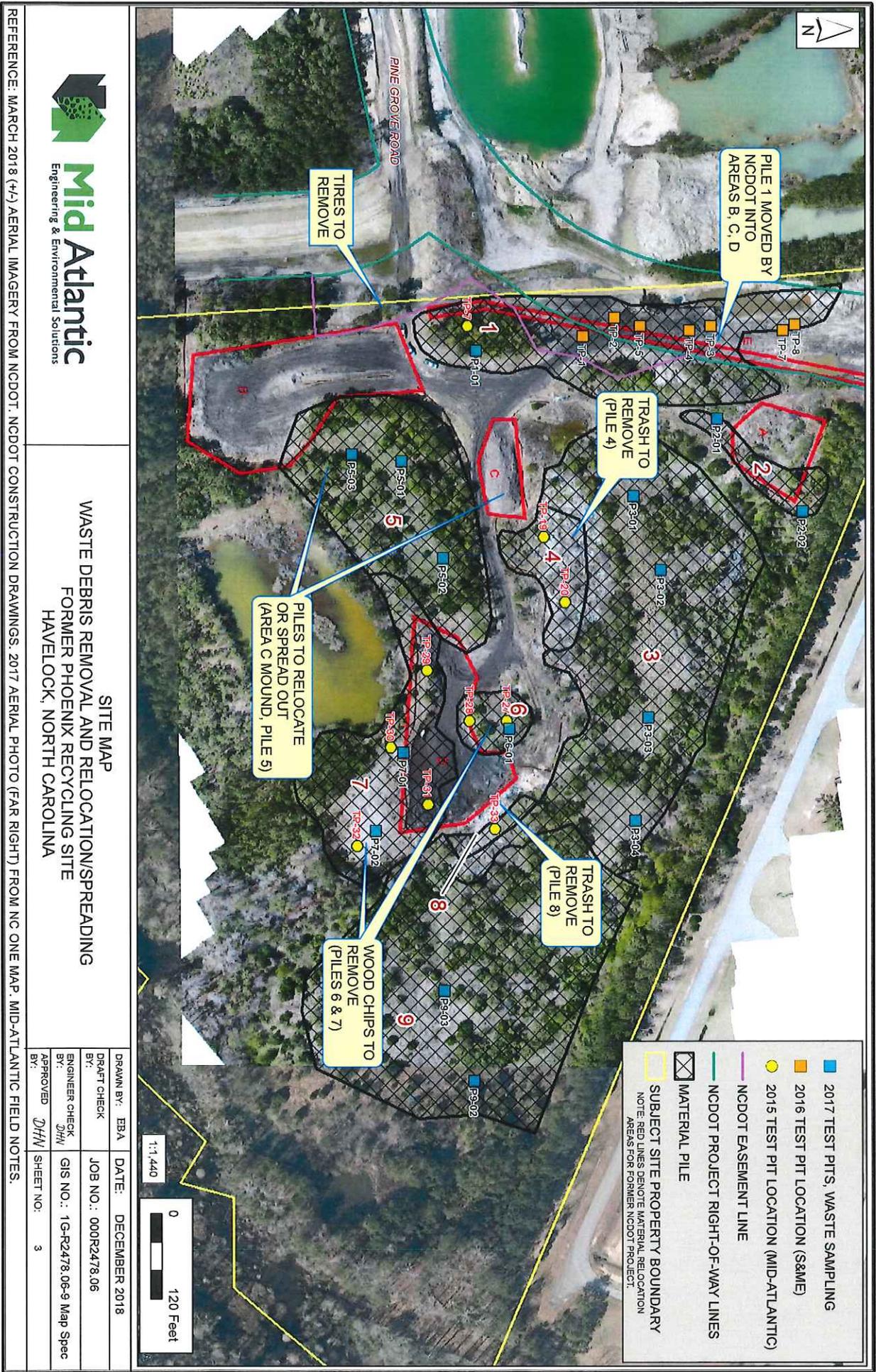
**STATEMENT OF WORK**

1. Complete preparation tasks as documented in the General Scope of Work section, including improvements to the dirt road and erect erosion control measures required by the Sedimentation and Erosion Control Plan (S&EC Plan).
2. Load, transport and disposal of an estimated 4,400 tons (8,800 cubic yards) of non-wood debris (trash) from piles 4, 5 and 8 to a Subtitle D solid waste landfill.
3. Load, transport and dispose of an estimated 120 tires (total) from two locations on-site.
4. Load, transport and disposal of an estimated 10,200 tons (14,750 cubic yards) of primarily wood chip debris from piles 6 and 7 that contain arsenic at elevated levels and will require disposal in a lined (Subtitle D) landfill.
5. Spread an estimated 12,800 tons (18,300 cubic yards) of stockpiled soil, wood chips and wood debris on the site and grade as desired by the City for the site's beneficial re-use as greenspace.
6. Restore a disturbed area of approximately 5 acres with soil, seed and straw pursuant to the S&EC Plan



INTRODUCTION & GENERAL SCOPE OF WORK  
WASTE DEBRIS REMOVAL AND RELOCATION/SPREADING  
FORMER PHOENIX RECYCLING SITE  
HAVELOCK, NORTH CAROLINA

|                        |                                  |
|------------------------|----------------------------------|
| DRAWN BY: EBA          | DATE: DECEMBER 2018              |
| DRAFT CHECK BY:        | JOB NO.: 00R2478.06              |
| ENGINEER CHECK BY: JHN | GIS NO.: 1G-R2478.06-11 sm2R.pdf |
| APPROVED BY: JHN       | SHEET NO.: 2                     |



**SITE MAP**  
**WASTE DEBRIS REMOVAL AND RELOCATION/SPREADING**  
**FORMER PHOENIX RECYCLING SITE**  
**HAVELOCK, NORTH CAROLINA**

REFERENCE: MARCH 2018 (+/-) AERIAL IMAGERY FROM NCDOT. NCDOT CONSTRUCTION DRAWINGS. 2017 AERIAL PHOTO (FAR RIGHT) FROM NC ONE MAP. MID-ATLANTIC FIELD NOTES.

|                        |                                 |
|------------------------|---------------------------------|
| DRAWN BY: EBA          | DATE: DECEMBER 2018             |
| DRAFT CHECK BY:        | JOB NO.: 000R2478.06            |
| ENGINEER CHECK BY: JHH | GIS NO.: 1G-R2478.06-9 Map Spec |
| APPROVED BY: JHH       | SHEET NO.: 3                    |

**Information - Waste Debris to Remove**

Remove trash type debris that is located in **Pile 4**, portions of **Pile 5** and **Pile 8**. Remove wood chips from **Pile 6** and **Pile 7**. The volume/weight estimates and types of materials found in these piles are noted below. See **Sheet 3** for test pit locations (TP) that are referenced.

| Pile No.   | Estimated Volume and Weight Estimates  | Summary of Contents from Site Observations.   |
|--|--|---|
| <b>Trash-type Debris to Load, Transport and Remove</b> |  |   |
| 4  | 300 ft. long with variable width (160 ft. on West end to 60 ft. on east side. Area: 23,300 sq. ft. Volume: 6,904 CY Tons: 3500 | Based on two pits excavated in 2015 (TP-19 and TP-20) and 2018 site observations, the pile contains concrete, vinyl siding, tarps, plastic sheeting, plastic buckets, aluminum siding, construction wood (dimension lumber), wire and carpet. Asphalt shingles were also observed in pit TP-20. In 2018, some mounds within the larger Pile 4 were 10 to 15 feet tall on the west end and 6 to 7 feet tall on the east end. For determining volume, Mid-Atlantic assumed an average height of 8 feet for the entire area. |
| 5  | Volume: 1,000 CY Tons: 500   | Debris was encountered at three test pits and included construction wood, vinyl siding, plastic sheeting and lesser amounts of carpet and concrete. Approximately one-half of the existing pile is anticipated to remain.   |
| 8  | 160 ft. long by 30 ft. wide Area: 4800 sq. ft. Volume: 712 CY Tons: 400  | Vinyl siding, construction wood (dimension lumber), brick, plastic sheeting, plastic buckets, carpet, concrete (minor). Approximately 50 to 60 tires in northwest corner. Refuse is strewn on ground except for southwest corner where piles are about 5 ft. high. In 2015, pit TP-33 showed some metal debris and the refuse was thicker (8 feet), however the pit location is near Pile 3. A height of 4 feet was used by MAA for the Pile 8 volume estimate.   |
| <b>Wood Chips to Remove</b>                            |  |   |
| 6  | Volume: 1,750 CY Tons 1,225  | Materials in the pile include wood chips, peat, shredded wood and soil.   |
| 7  | Volume: 13,331 CY Tons 8,887   | Materials in the pile include wood chips, peat and minor amounts of vinyl siding and plastic sheeting.  |

For disposal of loose, bulk refuse in piles 4, 5 and 8, each cubic yard (CY) is estimated to weigh 0.5 ton. The compacted wood chips (piles 6 and 7) weigh 0.7 tons per CY.

**Information - Waste Debris to Relocate/Spread**

The spreading of soils and organic wood debris present in **Area C** is desired to open up the central portion of the site for open greenspace or for a gravel parking lot. The City desires spreading out and rough grading of portions of **Pile 5** to reduce the slopes of the pile and to incorporate the mound into the surrounding landscape. The volume/weight estimates and types of materials found in these piles are noted below.

| Pile No. | Estimated Volume and Weight Estimates | Summary of Contents from Site Observations.  |
|----------|---------------------------------------|--|
| 5        | Volume: 10,000 CY Tons: 7,000         | Soil and wood waste from Pile 1 in the NCDOT ROW on the Phoenix property (Sheet 3) was placed into this pile. Debris includes predominantly wood chips and organics (limbs and stumps).<br><br>The pile contains compressed wood chips and sand, and is heavily vegetated. Approximately half of the pile is anticipated to remain (total volume of pile is estimated at 21,100 CY). |



**INFORMATION ABOUT WASTE DEBRIS  
 REMOVAL AND RELOCATION/SPREADING  
 FORMER PHOENIX RECYCLING SITE  
 HAVELOCK, NORTH CAROLINA**

|                        |                               |
|------------------------|-------------------------------|
| DRAWN BY: ZBA          | DATE: DECEMBER 2018           |
| DRAFT CHECK BY:        | JOB NO.: 00R2478.06           |
| ENGINEER CHECK BY: JHV | GIS NO.: 1G-00R2478.06-12.pdf |
| APPROVED BY: JHV       | SHEET NO.: 4                  |