



## **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,  
Concrete Gutter Replacement and Miscellaneous Concrete 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: Ltillman@havelocknc.us**

Bids will be accepted until **3:00 p.m. (EST) on Tuesday, July 25, 2017** 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.

**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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**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 of 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 address [www.nctreasurers.com/Iran](http://www.nctreasurers.com/Iran) 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:

[Ltillman@havelocknc.us](mailto:Ltillman@havelocknc.us) **AND cc:** [Asmith@havelocknc.us](mailto:Asmith@havelocknc.us)

Questions must be received by 3:00pm on Friday, July 21, 2017. If questions are received, the City will respond no later than 12:00pm on Monday, July 24, 2017.

This the 19th day of July 2017.

CITY OF HAVELOCK



Amy Smith

Sr. Accounting Technician



**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

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

## 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

**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: \_\_\_\_\_

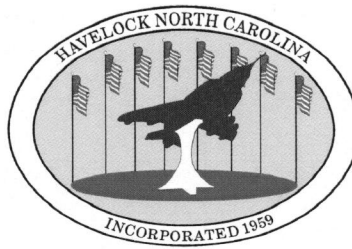
Print Name of Authorized Signature: \_\_\_\_\_

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

**Address Bid to:**

Lee Tillman, Director of Finance  
City of Havelock  
P.O. Drawer 368  
1 Governmental Avenue  
Havelock, NC 28532

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



### **Project Scope:**

Remove and replace approximately 297-linear feet of concrete roll curb gutter at five (5) locations on three (3) different streets as outlined below. Replace approximately 5-linear feet of 10-foot wide driveway at Forest View Drive. Replace approximately 102-linear feet of approximately 5-foot wide sidewalk.

	<b><u>Street Name</u></b>	<b><u>Roll Curb Gutter Length</u></b>	<b><u>Driveway Repair</u></b>
1	Pine Dale Road and Woodhaven Drive Intersection	54 LF	
	Pine Dale Road	6 LF	
	Pine Dale Road	154 LF	
2	Forest View Drive	32 LF	
			10 LF
3	Wildwood Road	51 LF	
<b>TOTAL</b>		297 LF	10 LF
<b><u>Sidewalk</u></b>			
<b><u>506 E Main St - Lew's Rod &amp; Reel</u></b>			
Sidewalk 30-feet long, six panels, 6-inches thick, match existing width. (approx 5-feet wide)			
Sidewalk 16-feet long, five panels, 6-inches thick, match existing width. (approx 5-feet wide).			
<b><u>508 E Main St - Fleet Reserve</u></b>			
Sidewalk 30-feet long, six panels, 6-inches thick, match existing width. (approx 5-feet wide)..			
<b><u>205 Miller Blvd</u></b>			
Sidewalk 25-feet, 4-inches long, five panels, 4-inches thick, match existing width. (approx 5-feet wide)			

See attached aerial photo of Pine Dale Road, Woodhaven Drive, and Wildwood Road and pictures of proposed repairs/replacement.

### **General Provisions:**

1. Contractor shall comply with all requirements of OSHA 1926.
2. Period of Performance is thirty days (30) days from date of award. **NOTE:** Gutter repairs are in support of a separate paving maintenance contract and need to be placed and completed by August 4, 2017.
3. Contractor will obtain all necessary permits. Permits required by City of Havelock are provided free of charge.
4. All necessary efforts shall be made to control erosion and sediment release while this project is under construction.

## **Project Specifications:**

### **Concrete Roll Curb Gutter**

1. Remove existing concrete roll curb gutter at identified locations.
2. Install new concrete roll curb gutter as shown in the attached detail. (*Roll Curb detail, COH – Replace Various Concrete Roll Curb Gutter, Std No 3.15*)
3. Place 6-inches of ABC stone under new gutter compacted to NCDOT Standards.
4. Contraction joints shall be spaced at intervals of no less than 10-feet in length.
5. New curb shall match existing curb that joins existing drop inlets at a minimum of 10-inches on back side and 6-inches on the front.

### **Driveway**

6. New concrete driveway portions shall be minimum 4-inches thick, reinforced with welded wire fabric.

### **Sidewalk**

7. All sidewalks at driveways will be 6-inches thick and widths will match existing sidewalk widths, approximately 5-feet wide.
8. All sidewalks at locations other than driveways will be 4-inches thick and widths will match existing sidewalk widths, approximately 5-feet wide.

### **Concrete**

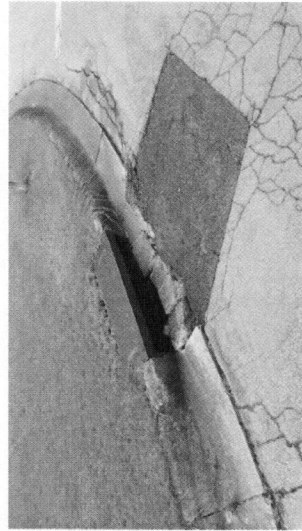
9. Concrete for gutters, driveway, and sidewalks shall match concrete specification in Roll Curb Detail, 3,000 psi compressive strength.





Pine Dale Road, Forest View Drive, and Wildwood Road  
Aerial Photo.

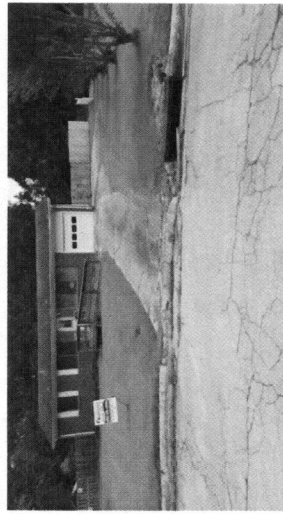
*City of Havelock,  
Concrete Gutter Replacement and Associated Concrete Repairs  
Scope Pictures*



Pine Dale & Woodhaven Intersection – 54 feet gutter



Pine Dale – 6 feet gutter



• Forest View - 32 feet gutter & 5-feet of 10-foot wide driveway



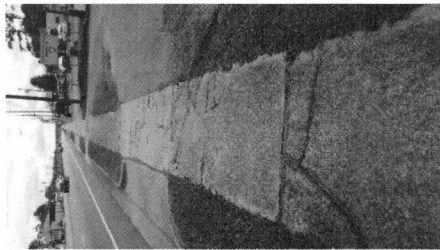
Wildwood – 51 feet gutter



Pine Dale – 154 feet gutter



*City of Havelock,  
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Scope Pictures*

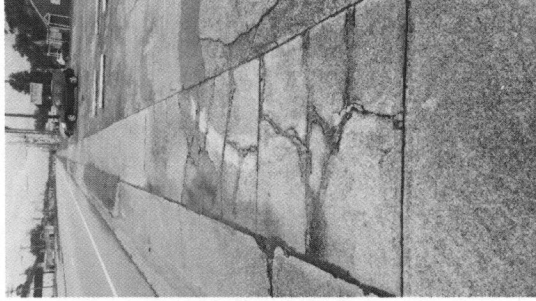
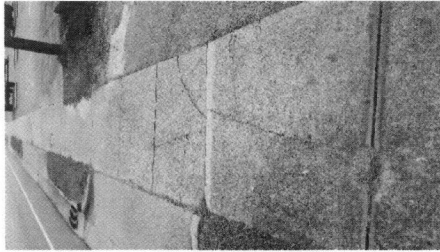


506 E Main St (Hwy 70)

Lew's Rods & Reels

Sidewalk 30-foot length

Sidewalk 16-foot length



508 E Main St (Hwy 70)

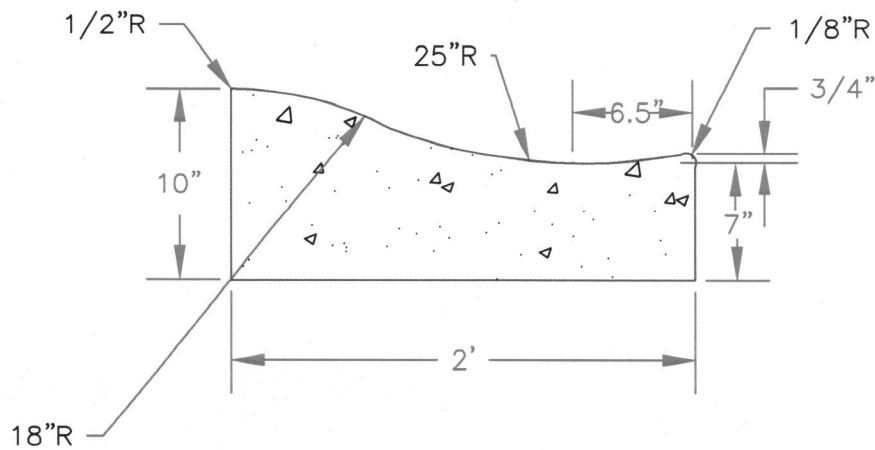
Fleet Reserve

Sidewalk 30-foot length



205 Miller Blvd

25 feet sidewalk



NOTES:

CONTRACTION JOINTS SHALL BE SPACED AT 10' INTERVALS, EXCEPT THAT A 15' SPACING MAY BE USED WHEN A MACHINE IS USED OR WHEN SATISFACTORY SUPPORT FOR THE FACE FORM CAN BE OBTAINED WITHOUT THE USE OF TEMPLATES AT 10' INTERVALS. JOINT SPACING MAY BE ALTERED BY THE TOWN ENGINEER TO PREVENT UNCONTROLLED CRACKING.

CONTRACTION JOINTS MAY BE INSTALLED BY THE USE OF TEMPLATES OR FORMED BY OTHER APPROVED METHODS. WHERE SUCH JOINTS ARE NOT FORMED BY TEMPLATES, A MINIMUM DEPTH OF 1.5" SHALL BE OBTAINED.

ALL CONTRACTION JOINTS SHALL BE FILLED WITH JOINT SEALER. EXPANSION JOINTS SHALL BE SPACED AT 90' INTERVALS AND ADJACENT TO ALL RIGID OBJECTS.

TRANSITION FROM 24" WIDTH ROLL CURB TO 30" STANDARD CURB AT CATCH BASINS A MINIMUM OF 5' EITHER SIDE OF CATCH BASIN. PROVIDE EXPANSION JOINT AT TRANSITION POINT. THE TRANSITION SHALL MAINTAIN THE EDGE OF THE ASPHALT WITH THE CURB AND GUTTER, WITH THE 6" SHIFT MOVING AWAY FROM THE PAVEMENT TOWARDS THE BACK OF CURB.

MINIMUM CONCRETE STRENGTH SHALL BE 3000 PSI.

1	9/15/16	TRANSITION NOTE ADDED
NO.	DATE	DESCRIPTION
REVISIONS		

ROLL CURB		DRAWN BY:	DESIGNED BY:	REV. NO.
COH - Replace Various Concrete Gutter		DATE APPROVED:		STD. NO.
		APPROVED BY:		3.15