



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:

Sanitary Sewer Cleaning and Inspection

Bids must be submitted in accordance with the attached specifications.

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, Sewer Cleaning and Inspection Project”

Address Bids to: Lee Tillman, Director of Finance
City of Havelock
P.O. Box 368
1 Government Ave.
Havelock NC 28532
Fax 252-447-0126
Email: Ltillman@havelocknc.us

Bids will be accepted until **3:00 p.m. (EST) on November 18, 2016** 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. Any addenda will be posted on the City website. It is the responsibility of the contractor to check the City website for addenda.

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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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 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 the engineer, Nichole Johnson, PE at: njohnson@hazenandsawyer.com

This the 7th day of November 2016.

CITY OF HAVELOCK

Lee W. Tillman
Finance Director



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: _____

Company Name: _____

Company Address: _____

Contact Person: _____

Telephone Number: _____

NC Contractor's License Type and Number: _____

**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.

Havelock NC
Cleaning and Inspection November 2016 - Rebid
Proposal

BIDDER _____

DATE OF BID _____, 2016

Basis of Bid

A Lump Sum Price for furnishing all materials, labor, equipment, supervision and all else necessary for complete cleaning and inspection of each of the individual project areas listed below.

A. Primary Project 1 (in words and figures):

_____ Dollars and _____ Cents
(\$ _____)

B. Primary Project 2 (in words and figures):

_____ Dollars and _____ Cents
(\$ _____)

C. Primary Project 3 (in words and figures):

_____ Dollars and _____ Cents
(\$ _____)

D. Primary Project 4 (in words and figures):

_____ Dollars and _____ Cents
(\$ _____)

Total for BASE BID Primary Projects 1, 2, 3, and 4 (in words and figures):

_____ Dollars and _____ Cents
(\$ _____)

The City of Havelock may add the following alternate areas to the project for cleaning and inspection:

A. Alternate Project 1 (in words and figures):

_____ Dollars and _____ Cents
(\$ _____)

B. Alternate Project 2 (in words and figures):

_____ Dollars and _____ Cents
(\$ _____)

Bidder must completely fill in the City of Havelock Bid Sheet. The Base Bid is the total of Primary Projects 1, 2, 3, and 4.

Schedule

Each bidder shall propose an approximate Commence Work Date.

- A. Proposed Commence Work Date: _____.
- B. All services for the primary projects shall be completed and deliverables submitted no later than 120 days after the Commence Work Date. If the alternate projects are selected the completion date for that work shall be as negotiated.

Qualifications

Each bidder shall provide contact information for five references knowledgeable with past work experience similar in magnitude to the proposed work.

	Name	Address	Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Cleaning and Inspection – November 2016 Rebid
Scope of Work

1. Summary of Work

- A. Cleaning and inspection of approximately 12,200 feet of 8 inch to 18 inch gravity sanitary sewer, with an option to include an additional 3,880 feet of 8 inch to 10 inch gravity sanitary sewer. The project is divided up into three primary project areas and two alternate project areas as shown on Figures 1 – 6 and summarized in the cleaning and inspection table.
- B. All work shall be completed per NASSCO specifications and guidelines.

2. Access

- A. The sanitary sewer is located in an easement owned by the City of Havelock and in public streets. Some easements are in wet, swampy areas without existing access roads.
- B. Where applicable, NCDOT traffic control measures will be required if a street or lane is closed to traffic. The traffic control plan and implementation is the responsibility of the contractor. The City of Havelock will assist with the submission of the plan to NCDOT for review.

3. Cleaning

- A. The term “cleaning” as used herein shall mean the complete removal of all garbage, dirt, gravel, rocks, roots, grease, settled sludge and all other solid or semi-solid materials from the sewer lines and manholes using hydraulically propelled or high velocity jet cleaning equipment. As part of cleaning, the Contractor shall remove debris and scour grease-laden manhole walls with high velocity water gun.
- B. All sludge, dirt, sand, grease, roots, and other solid or semi-solid material resulting from the cleaning operation shall be removed from the site and disposed of at a location approved by the Owner. All materials and debris will be removed from the site no less than the end of every work day. Passing material from manhole section to manhole section, which could cause line stoppages, accumulations of sand in wet wells, or damage to pumping equipment, shall not be permitted. Under no circumstances shall this debris be dumped or spilled into the streets, ditches or storm drains or other sewer mains.

4. Inspection

- A. Inspection shall consist of internal CCTV recording and condition assessment per current PACP standards. CCTV Reports, NASSCO PACP Certified Database, and electronic worksheets must accompany all inspection work.
- B. The Contractor shall provide a PACP certified operator on site at all times during the entire survey. If video is to be coded separately from the actual recording, both the onsite Operator and the individual performing the PACP coding shall be PACP certified. The Contractor shall provide proof of certification prior to commencement of work, prior to a change in personnel involved in data collection, and as

requested by the Owner

- C. As a part of the inspection process the Contractor shall measure the internal diameter of all pipe. Some sections of the sewer have been slip lined so measurement from inside the manhole may be required.

5. Bypass Pumping

- A. Bypass pumping will be required to allow for the complete cleaning and inspection of the entire sewer. Flows in much of the system are such that inspection cannot be completed without a bypass pump system in operation.
- B. The Contractor is required to design and furnish all materials, labor, equipment, power, fuel, fuel storage, maintenance, etc. to implement a temporary pumping system for the purpose of diverting the existing flow around the work area on a daily basis, for the duration of the project. The bypass system shall meet the requirements of all codes and regulatory agencies having jurisdiction. Contractor shall also be responsible for any fines imposed by local, state, and/or federal agencies for failure to maintain flows or contain spills and/or overflows.
- C. Continuous bypass pumping is allowed in all project areas. Bypass pumping operation must be manned at all times that pumps are operating. Bypass pumping shall not be allowed to occur during weekends and holidays unless the Contractor receives approval to work during those times and said work requires temporary bypass pumping. Bypass systems shall be removed prior to rain events so that no portion of the bypass system impedes the flow of the sewer.
- D. The following peak flow rates have been recently metered during dry weather at the manholes listed below. These flow rates do not account for I/I. bypass system for a minimum of 2 times the average peak flow rate:
 - 1. Manhole G111 – Peak Flow: 385 GPM
 - 2. Manhole G95 – Peak Flow: 466 GPM
 - 3. Manhole G253 – Peak Flow: 608 GPM
 - 4. Manhole G262 – Peak Flow: 420 GPM
 - 5. Manhole G263 – Peak Flow: 415GPM
 - 6. Manhole P37 – Peak Flow: 134 GPM

**Havelock North Carolina
Cleaning and Inspection
November 2016 - Rebid**

Project	Upstream MH	Downstream MH	Diameter	Material	Length	Location
Primary Project 1	G166	G167	8	VCP	265	Easement between houses
Primary Project 1	G167	G137	8	VCP	140	Easement between houses
Primary Project 1	G137	G295	8	VCP	252	Easement between houses
Primary Project 1	G259	G146	8	VCP	288	Easement between houses
Primary Project 1	G146	G151	8	VCP	309	Easement between houses
Primary Project 1	G151	G152	8	VCP	147	Easement between houses
Primary Project 1	G152	G160	8	VCP	194	Easement between houses
Primary Project 1	G160	G161	8	VCP	222	Easement between houses
Primary Project 1	G161	G296	8	VCP	151	Easement between houses
Primary Project 1	G296	G120	8	VCP	125	Easement between houses
Primary Project 1	G120	G119	15	Concrete	358	Easement between houses
Primary Project 1	G119	G118	15	Concrete	171	Easement between houses
Primary Project 1	G118	G117	15	Concrete	274	Easement behind houses
Primary Project 1	G117	G116	15	Concrete	390	Easement behind houses
Primary Project 1	G116	G111	15	Concrete	354	Easement behind houses
Primary Project 2	G104	G102	12	HDPE	209	Easement behind businesses
Primary Project 2	G102	G101	12	HDPE	182	Easement behind businesses
Primary Project 2	G101	G100	12	HDPE	296	Easement behind businesses
Primary Project 2	G100	G99	12	HDPE	154	Easement behind businesses
Primary Project 2	G99	G98	12	HDPE	216	Easement behind businesses
Primary Project 2	G98	G97	12	HDPE	353	Easement behind businesses
Primary Project 2	G97	G95	12	HDPE	345	Easement behind businesses
Primary Project 2	G95	G96	12	HDPE	45	Easement behind businesses
Primary Project 2	G96	G241	12	HDPE	120	Easement behind businesses
Primary Project 2	G241	G307	12	HDPE	308	Easement behind businesses
Primary Project 2	G307	G240	12	HDPE	128	Easement behind businesses
Primary Project 2	G240	G243	12	HDPE	60	Easement behind businesses
Primary Project 2	G245	G253	12	HDPE	184	Car dealership
Primary Project 2	G253	G252	12	HDPE	172	Car dealership
Primary Project 2	G252	G260	12	HDPE	90	Crosses Fontana Blvd
Primary Project 3	G263	G265	12	HDPE	60	Easement to WWTP
Primary Project 3	G265	G267	12	HDPE	294	Easement to WWTP
Primary Project 3	G267	G270	12	HDPE	191	Easement to WWTP
Primary Project 3	G270	G272	12	HDPE	515	Easement to WWTP
Primary Project 3	G272	G274	12	HDPE	381	Easement to WWTP
Primary Project 3	G262	G264	18	DIP	64	Easement to WWTP
Primary Project 3	G264	G266	18	DIP	20	Easement to WWTP
Primary Project 3	G266	G268	18	DIP	294	Easement to WWTP
Primary Project 3	G268	G269	18	DIP	181	Easement to WWTP
Primary Project 3	G269	G271	18	DIP	552	Easement to WWTP

**Havelock North Carolina
Cleaning and Inspection
November 2016 - Rebid**

Project	Upstream MH	Downstream MH	Diameter	Material	Length	Location
Primary Project 3	G271	G273	18	DIP	342	Easement to WWTP
Primary Project 4	P40	P41	8	VCP	105	Road right of way
Primary Project 4	P41	P39	8	VCP	250	Road right of way
Primary Project 4	P39	P38	8	VCP	397	Road right of way
Primary Project 4	P38	P37	8	VCP	301	Road right of way
Primary Project 4	P37	P36	8	VCP	357	Road right of way
Primary Project 4	P24	P86	8	VCP	200	Easement between houses
Primary Project 4	P86	P36	8	VCP	296	Easement between houses
Primary Project 4	P36	P74	8	VCP	468	Easement between houses
Primary Project 4	P74	P92	8	VCP	78	Road right of way
Primary Project 4	P92	P75	8	VCP	213	Easement between houses
Primary Project 4	P75	Pump Station	8	VCP	113	Easement between houses
Alternate Project 1	G106	G108	12	Unknown	285	Easement
Alternate Project 1	G107	G108	12	Unknown	214	Easement
Alternate Project 1	G108	G109	12	Unknown	148	Easement
Alternate Project 1	G109	G110	12	Unknown	385	Easement
Alternate Project 1	G110	G215	12	Unknown	266	Easement
Alternate Project 1	G215	G311	12	Unknown	72	Along Main Street
Alternate Project 1	G311	G214	12	Unknown	36	Along Main Street
Alternate Project 1	G214	G213	8	Unknown	140	Crosses Main Street
Alternate Project 1	G213	F207	8	Unknown	128	Easement
Alternate Project 1	G207	G206	8	Unknown	287	Easement
Alternate Project 1	G206	G203	8	Unknown	161	Easement
Alternate Project 1	G203	G204	8	Unknown	181	Easement
Alternate Project 1	G204	G205	8	Unknown	266	Easement
Alternate Project 1	G205	G199	8	Unknown	125	Easement
Alternate Project 2	G57	G58	10	Unknown	266	Woodhaven Drive
Alternate Project 2	G58	G60	10	Unknown	410	Woodhaven Drive
Alternate Project 2	G60	G96	10	Unknown	510	Woodhaven Drive



Legend

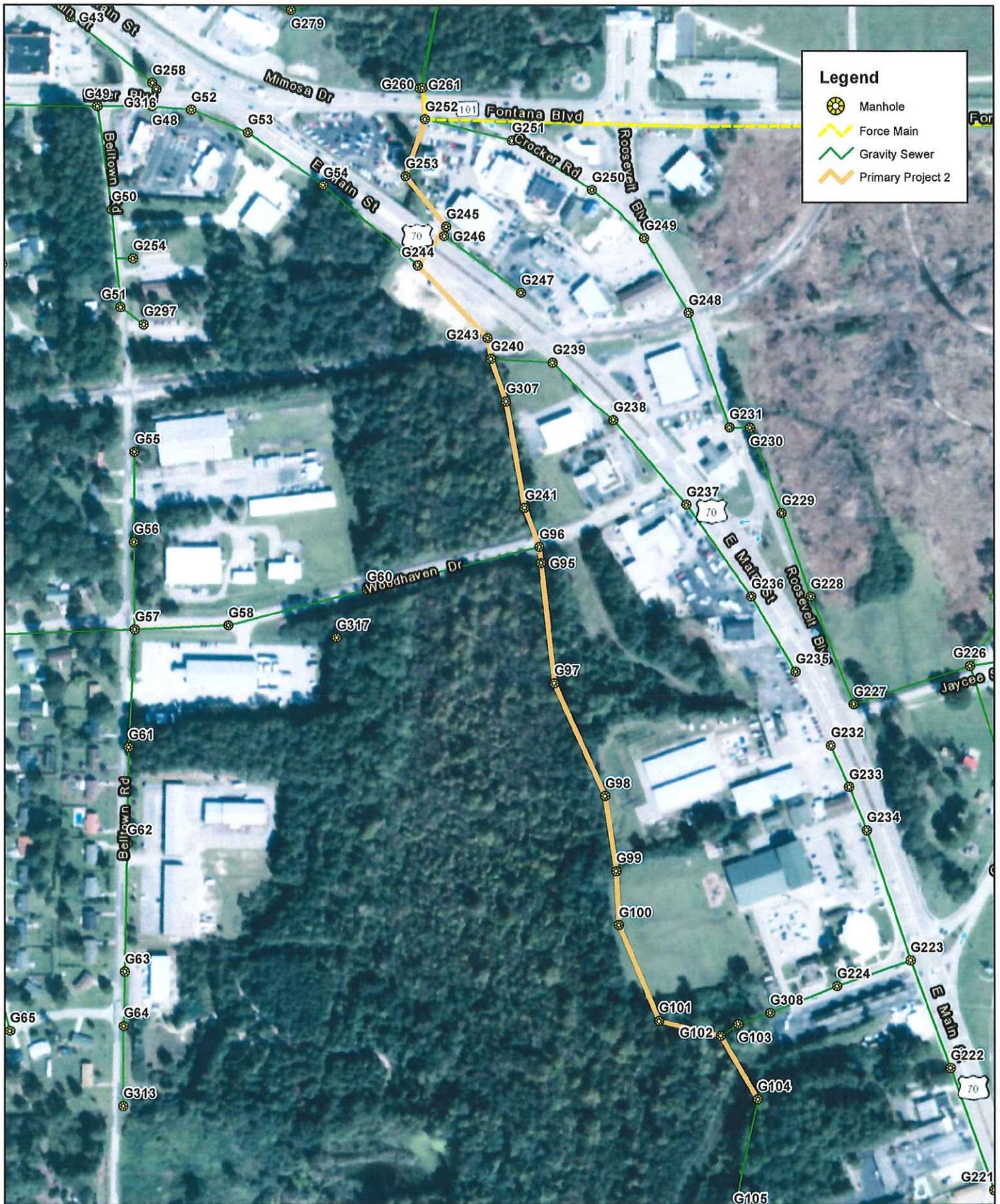
-  Manhole
-  Force Main
-  Gravity Sewer
-  Primary Project 1



1 inch = 350 feet

City of Havelock
 Water and Sewer Department
 Cleaning and Inspection

Figure 1
 Primary Project Area 1



1 inch = 350 feet

City of Havelock
 Water and Sewer Department
 Cleaning and Inspection

Figure 2
 Primary Project Area 2



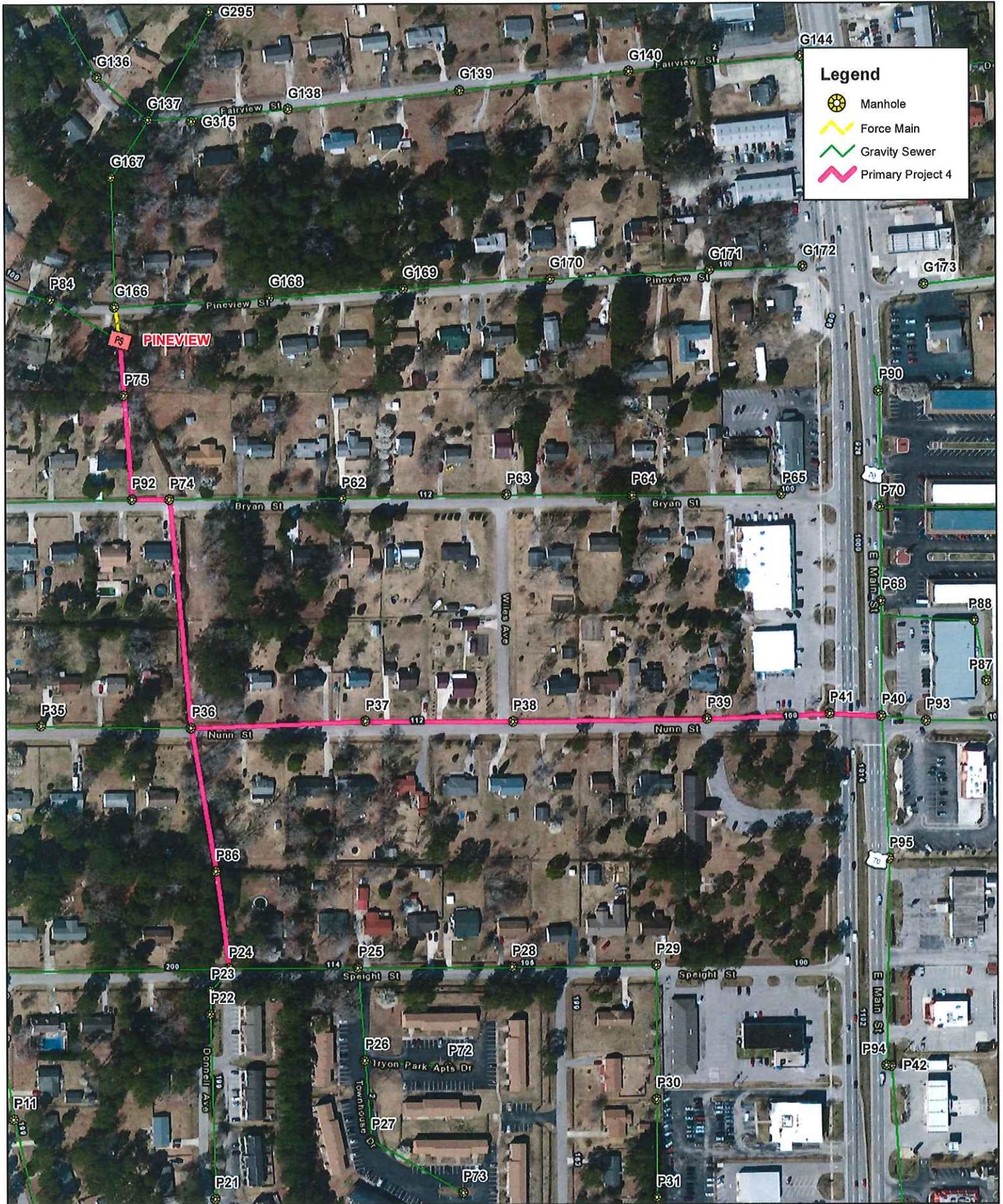
Legend

-  Manhole
-  Force Main
-  Gravity Sewer
-  Primary Project 3

 1 inch = 200 feet

**City of Havelock
Water and Sewer Department
Cleaning and Inspection**

**Figure 3
Primary Project Area 3**



Legend

-  Manhole
-  Force Main
-  Gravity Sewer
-  Primary Project 4

 1 inch = 250 feet

**City of Havelock
Water and Sewer Department
Cleaning and Inspection**

**Figure 4
Primary Project Area 4**



Legend

-  Manhole
-  Force Main
-  Gravity Sewer
-  Alternate 1



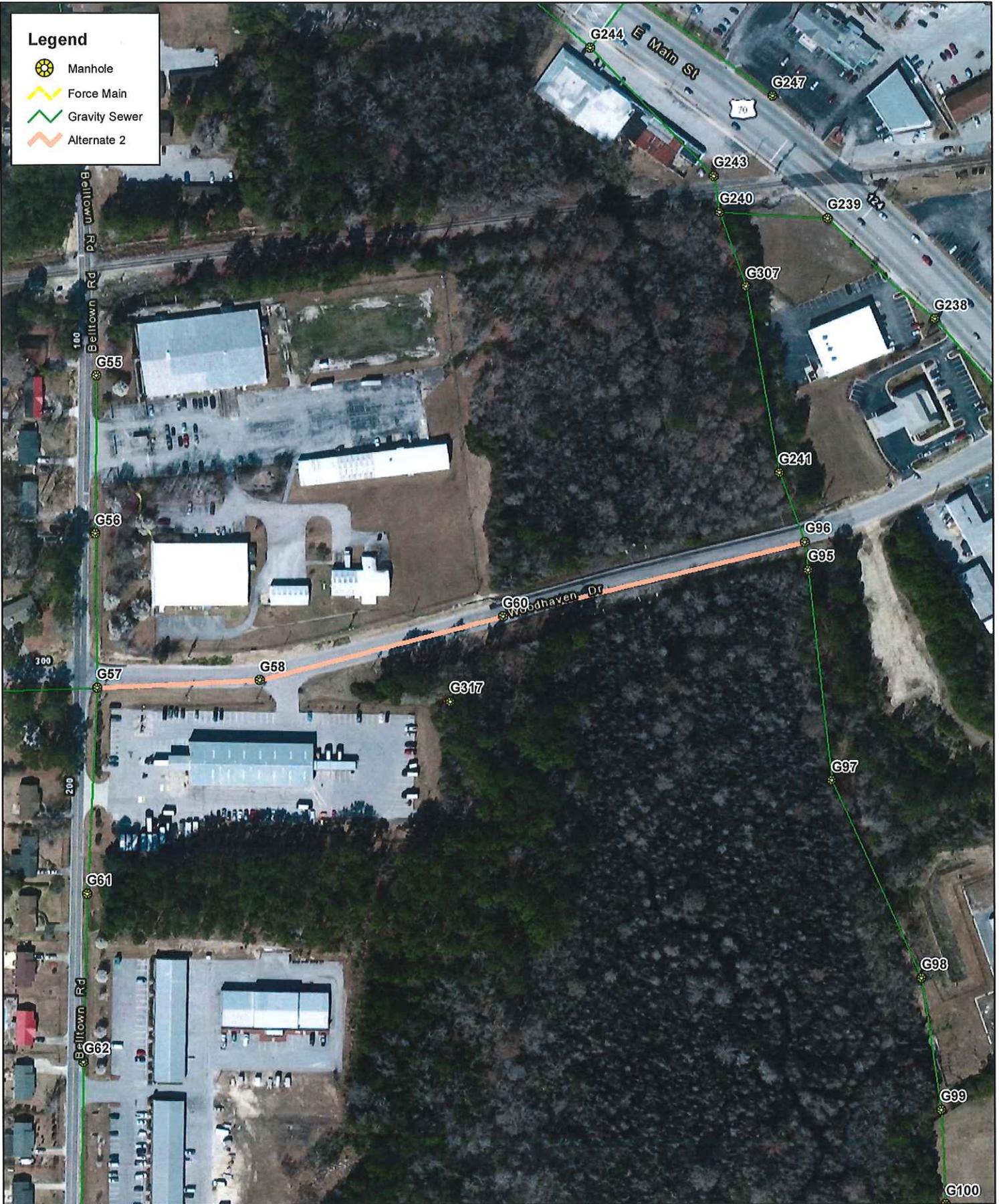
1 inch = 350 feet

City of Havelock
 Water and Sewer Department
 Cleaning and Inspection

Figure 5
 Alternate Project Area 1

Legend

-  Manhole
-  Force Main
-  Gravity Sewer
-  Alternate 2



1 inch = 200 feet

**City of Havelock
Water and Sewer Department
Cleaning and Inspection**

**Figure 6
Alternate Project Area 2**