



## 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,  
Waste Water Treatment Plant,  
Denitrification Filter Repairs; Valve Replacements”*

**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 Friday, August 18, 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)

Questions must be received by 5:00pm on Wednesday, August 10, 2017. If questions are received, the City will respond no later than 5:00pm on Monday, August 14, 2017.

This the 4th day of August 2017.

CITY OF HAVELOCK

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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: \_\_\_\_\_

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:**

The scope of work for this project is to provide all materials and labor to:

1. remove and replace the 12" Flanged Butterfly valve for backwash water for denitrification filter #2,
2. remove and replace the 12" Flanged Butterfly valve for backwash water for filter #3, and
3. remove and replace the 8" Flanged Butterfly valve for backwash air on denitrification filter #3.

All new valves shall be compatible for use with the existing AUMA actuators as supplied by The Perkinson Company.

Record drawings available for this project are:

City of Havelock  
WWTP Expansion dated Jan 1996

A submission of a bid for the project shall constitute confirmation that the Contractor has inspected the site and facilities to be demolished, and is familiar with site conditions and scope or work required for project completion as described.

### **General Provisions:**

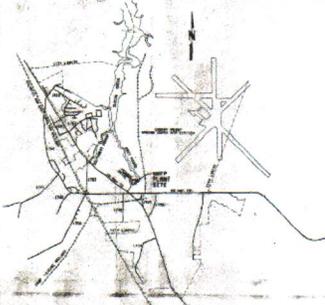
1. Contractor shall comply with all requirements of OSHA 1926.
2. Period of Performance is ninety (90) days from date of award.
3. Contractor will obtain all necessary permits. Permits required by City of Havelock are provided free of charge.
4. Prior to purchase, Contractor will provide three (3) copies of proposed Valve Material Submittal for City of Havelock approval.

### **Project Specifications:**

1. The project is located in the pipe gallery of the denitrification filters which is designated as a confined space. All work will be accomplished with strict adherence to the guidelines for a permit requiring confined space which include but is not limited to :
  - a. All workers entering the space will wear retrieval harnesses and there will be constant air monitoring using a 4-gas meter.
  - b. Blowers will be utilized to clear the space of fumes, and all retrieval devices will be manned by a CPR and First Aid trained attendant.
  - c. Electrical equipment will be secured using lock-out, tag-out protocol.
2. Contractor shall coordinate with Plant Staff regarding scheduled outages for valve replacements.

WWTP Site Plan  
Record Drawings  
Excerpt from plans titled  
City of Havelock, WWTP Expansion dated Jan 1996

# CITY OF HAVELOCK WASTEWATER TREATMENT PLANT EXPANSION CRAVEN COUNTY, NORTH CAROLINA



SECTION I - GENERAL  
SECTION II - ELECTRICAL

PROJECT NO. CS370420-04



S & Y PROJECT NO. 18304.310  
JANUARY 1996

### SHEET INDEX

SHEET NUMBER	SHEET TITLE	SHEET NUMBER	SHEET TITLE	SHEET NUMBER	SHEET TITLE
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2	PLANT HYDRAULIC PROFILE	25	NEW DISTRIBUTION FILTERS	37	ELECTRICAL ONE-LINE DIAGRAM
3	SITE PLAN	26	NEW DISTRIBUTION FILTERS	38	ELECTRICAL ONE-LINE DIAGRAM
4	CONCRETE AND EARTHWORK	27	NEW DISTRIBUTION FILTERS	39	ELECTRICAL ONE-LINE DIAGRAM
5	FIRST STAGE AERATION BASIN AND SLUDGE PLANT, SECTIONS AND DETAILS	28	NEW DISTRIBUTION FILTERS	40	ELECTRICAL
6	SECOND STAGE AERATION BASIN, PLANT, SECTIONS AND DETAILS	29	NEW DISTRIBUTION FILTERS	41	ELECTRICAL
7	THIRD STAGE AERATION BASIN, PLANT, SECTIONS AND DETAILS	30	NEW DISTRIBUTION FILTERS	42	ELECTRICAL
8	NEW SLUDGE HOLDING BASIN AND SLUDGE PLANT, SECTIONS AND DETAILS	31	NEW DISTRIBUTION FILTERS	43	ELECTRICAL
9	NEW SLUDGE HOLDING BASIN AND SLUDGE PLANT, SECTIONS AND DETAILS	32	NEW DISTRIBUTION FILTERS	44	ELECTRICAL
10	NEW CHEMICAL STORAGE AND FEED FACILITY	33	NEW DISTRIBUTION FILTERS	45	ELECTRICAL
11	NEW CHEMICAL STORAGE AND FEED FACILITY	34	NEW DISTRIBUTION FILTERS	46	ELECTRICAL
12	NEW CHEMICAL STORAGE AND FEED FACILITY	35	NEW DISTRIBUTION FILTERS		
13	NEW CHEMICAL STORAGE AND FEED FACILITY				
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46	NEW CHEMICAL STORAGE AND FEED FACILITY				

RECORD DRAWINGS

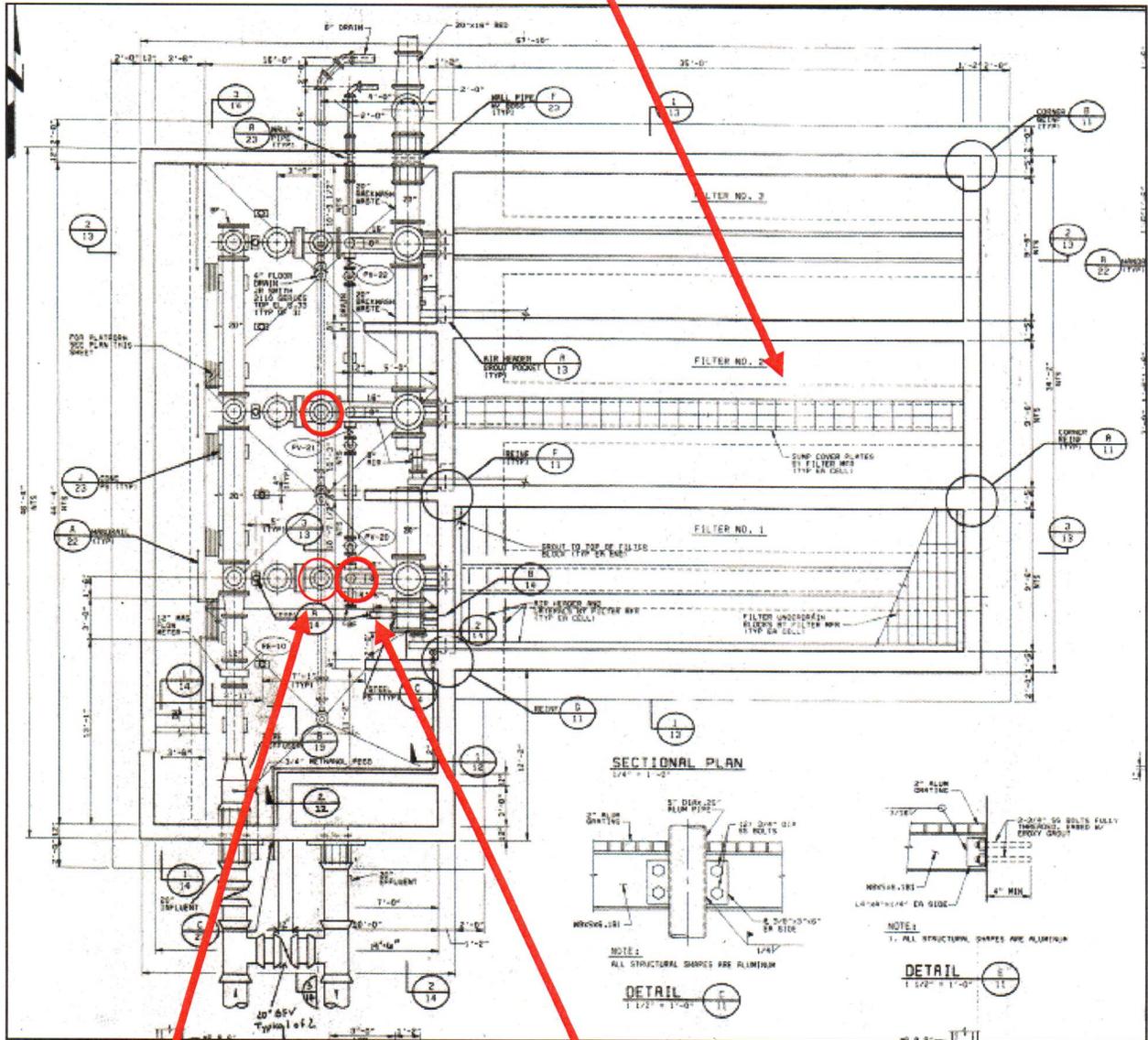




WWTP Site Plan  
Denitrification Filter Record Drawings  
Excerpt from plans titled  
City of Havelock, WWTP Expansion dated Jan 1996, sheet 11 Of 46

PLAN VIEW

Filter #2 Backwash Water Valve

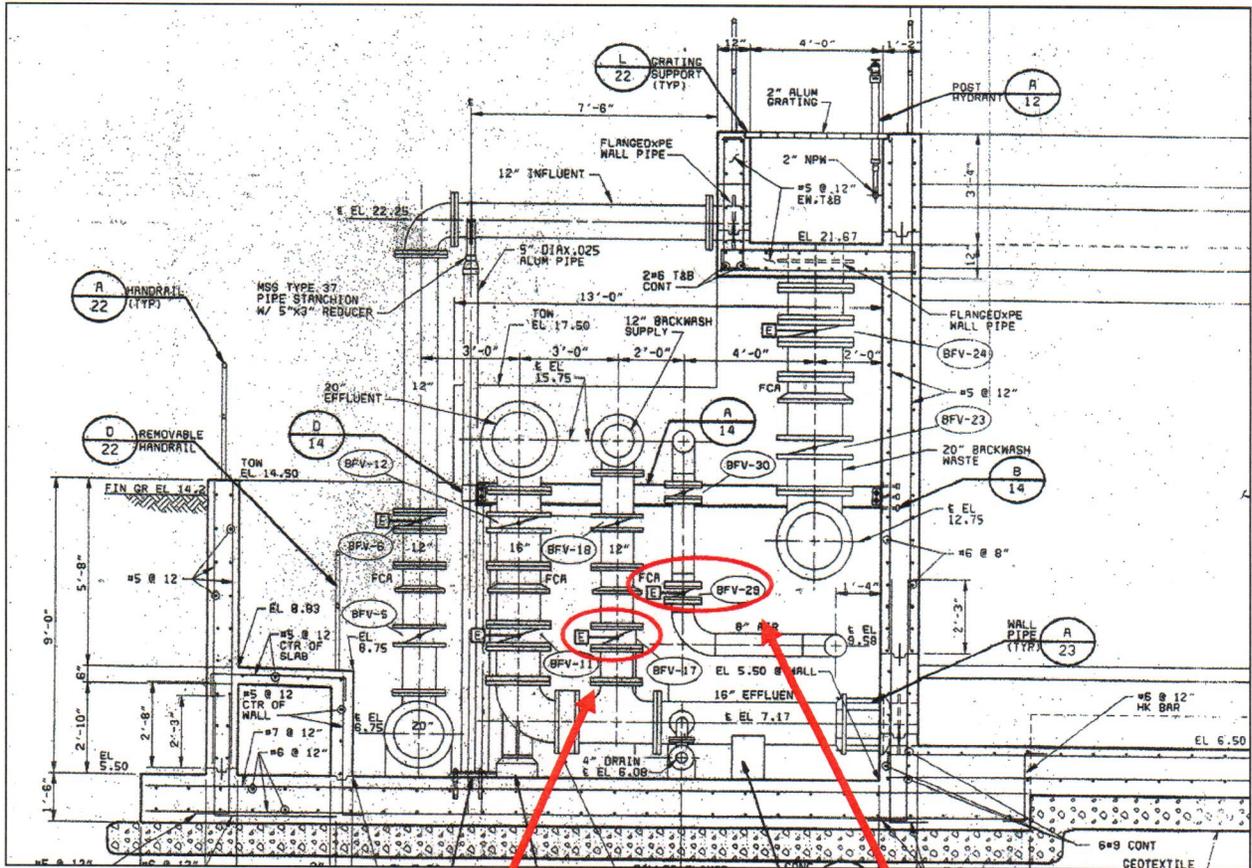


Filter #3 Backwash Water Valve

Filter #3 Backwash Air Valve

WWTP Site Plan  
Denitrification Filter Record Drawings  
Excerpt from plans titled  
City of Havelock, WWTP Expansion dated Jan 1996, sheet 13 Of 46

ELEVATION VIEW



Backwash Water Valve

Backwash Air Valve