



## 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:

Wells Wayside Pump Station Relocation

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, Wells Wayside Pump Station Relocation”*

**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 June 9, 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. 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](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 the engineer, Nichole Johnson, PE at: [njohnson@hazenandsawyer.com](mailto:njohnson@hazenandsawyer.com)

This the 25th day of May 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: \_\_\_\_\_

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  
Wells Wayside Pump Station Relocation  
Scope of Work

1. Summary of Work

- A. Relocation of an existing submersible pump station that serves one building near the intersection of Pine Grove Rd. and US Hwy. 70 in Havelock North Carolina. The existing pump station is located within the NCDOT right of way and shall be relocated approximately 25 feet north outside of the right of way.
- B. Work includes installation of a new fiberglass wetwell, relocation of existing pumps and power components, reconnection of the service line from the building, and reconnection of the discharge line to the existing force main.

2. Schedule

- A. The work shall be completed and the area fully restored prior to August 1, 2017.

3. Coordination

- A. Work shall be coordinated with the property owner to minimize interruption to service.
- B. Access to the existing property driveways shall not be blocked.

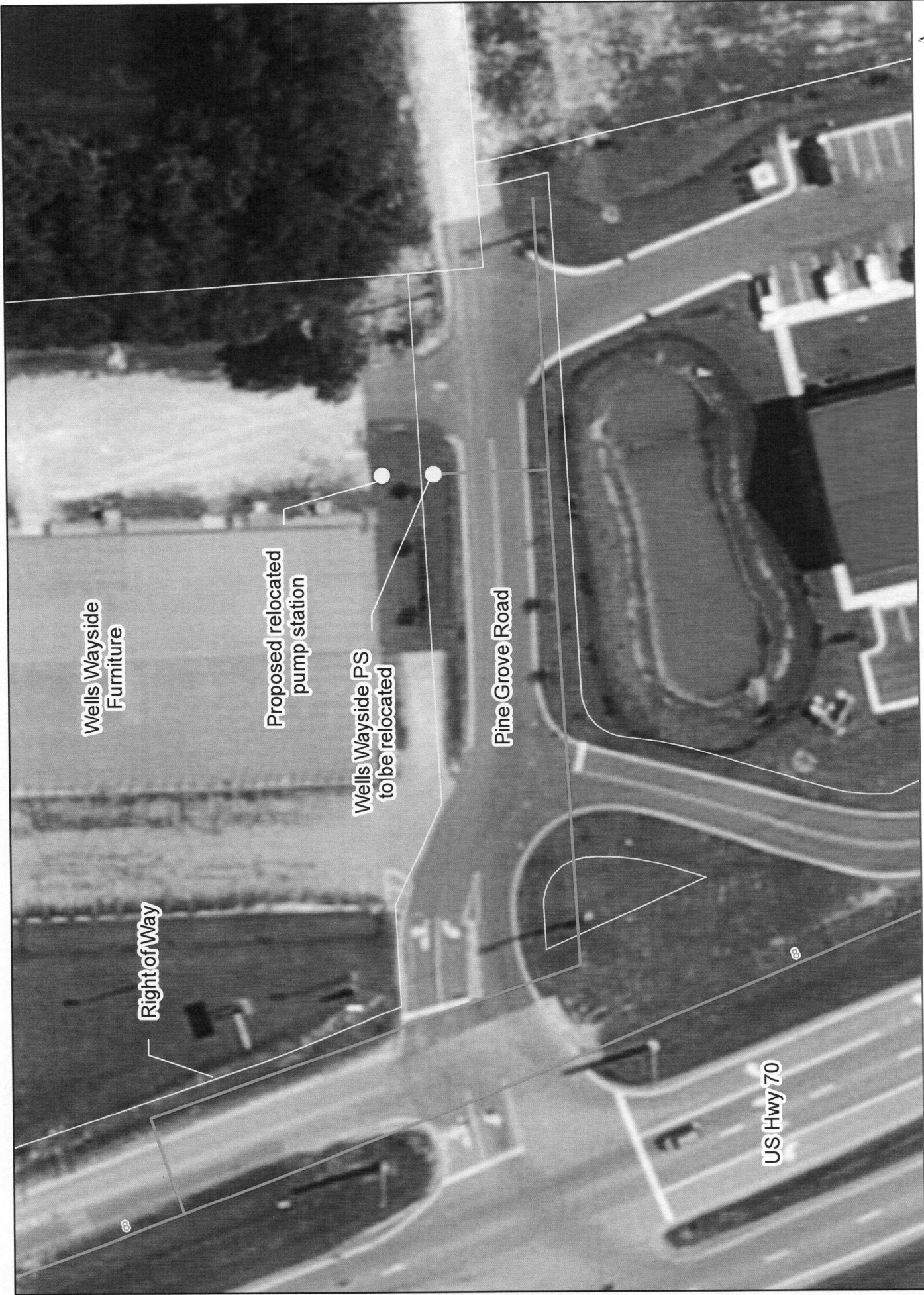
4. Permitting

- A. Contractor shall be responsible for obtaining required building permits and coordinating all required inspections.
- B. The power for the pump station is provided by the City of New Bern. Contractor shall be responsible for coordination power disconnection and reconnection with the City of New Bern. The existing power meter number is 55056.

5. General Construction Sequence

- A. Obtain all required permits.
- B. Install new 2ft x 8ft fiberglass wetwell as manufactured by Myers or equal. Wetwell shall be compatible with existing pumps. Wetwell shall have a flare ring at the bottom. Install 2 CY of concrete around the flare ring.
- C. Relocate existing 8ft wide treated wood panel, controls, and underground power.
- D. Relocate existing 2 HP single phase 230/208 volt Meyers Grinder pumps to new wetwell. Guide rails, floats, and all other equipment in the existing wetwell shall be turned over to the Owner.
- E. Reconnect existing 4" PVC service lateral to the new wetwell. The existing service lateral is approximately 4 feet deep.

- F. Reconnect 1.5" schedule 40 PVC discharge pipe to the relocated pumps and to the existing force main. The existing force main is approximately 3 feet deep.
- G. Install six pipe bollards to match existing in similar locations around the relocated pump station.
- H. To abandon the existing wetwell, remove and dispose of the top 3 feet of the wetwell. Fill the remaining wetwell with compacted select fill. Compact area backfilled.
- I. Compact all disturbed areas and seed per NCDOT right of way standards.



Wells Wayside Furniture

Proposed relocated pump station

Wells Wayside PS to be relocated

Pine Grove Road

US Hwy 70

Legend

Force Main

Wells Wayside PS Relocation

1 inch = 50 feet

