



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,
2025 Rehab of a Headworks MAHR Bar Screen
304 Jackson Dr. Havelock, NC 28532”*

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

Bids will be accepted until **2:00 PM (EST) on Tuesday, June 17, 2025**, at which time they will be reviewed in the office of the City Finance Officer. Quotes are not subject to public inspection until the contract is awarded. The bids are good for 75 days after opening. The winning bidder will be issued a Notice To Proceed (NTP) along with a Purchase Order. The performance period is 90 calendar days from the NTP.

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.

All bids submitted should be to the desired specifications. Any exceptions to the specifications will be evaluated based on the best interest of the City. Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and bidder will be held responsible therefore. Deviations shall be explained in detail. The bidder shall not construe this paragraph as inviting deviation or implying that any deviation will be acceptable.

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.

Certificate to Transact Business in North Carolina: As a condition of contract award, each out-of-State Vendor that is a corporation, limited-liability company or limited-liability partnership shall have received, and shall maintain throughout the term of The Contract, a Certificate of Authority to Transact Business in North Carolina from the North Carolina Secretary of State, as required by North Carolina law. A contract requiring only an isolated transaction completed within a period of six months, and not in the course of a number of repeated transactions of like nature, shall not be considered as transacting business in North Carolina and shall not require a Certificate of Authority to Transact Business.

The City will not sell bid packages. Plans, specifications, and addenda may be viewed and obtained online at www.havelocknc.us. Click on: "Bid on a Contract"; "Current Bids". The Bidder's List is maintained by Vendor Registry. Registration for the Bidder's List is made online at www.havelocknc.us. Click on: "Bid on a Contract"; "Vendor login/Registration".

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 147-86.42-84 requires that contractors with a North Carolina Local Government must not utilize any subcontractor found on the State Treasurer's Iran Divestment list or Companies Boycotting Israel list. The referenced lists can be found on the State Treasurer's website at the address www.nctreasurers.com 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.

MODIFICATION AND WITHDRAWAL OF BIDS. Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to the opening of Bids. A request to withdraw a bid may be made to the Owner within 72 hours after Bids are opened in accordance with NCGS § 143-129.1 Requests to withdraw a Bid will be subject to the requirements of NCGS §143-129.1 and in the sole discretion of the City of Havelock Finance Officer.

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: Bids@havelocknc.us

Questions must be received by **2:00 PM (EST) on Wednesday, June 4, 2025**. If questions are received, the City will respond no later than **12:00 PM (EST) on Wednesday, June 11, 2025**.

This is the 23rd day of May 2025

Published: Vendor Registry May 23, 2025

CITY OF HAVELOCK

Kimberly Walters
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

Bid Sheet

Line-Item A:	_____
Line-Item B:	_____
Line-Item C:	_____
Line-Item D:	_____
Line-Item E:	_____
Line-Item F:	_____
Line-Item G:	_____
Line-Item H:	_____
Line-Item I:	_____
Line-Item J:	_____
Line-Item K:	_____
Line-Item L:	_____
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.
The City of Havelock will reserve the right to accept any, all or none of the portions of work listed.

Company Name:	_____
Company Address:	_____
Contact Person:	_____
Telephone Number:	_____

Email Address: _____

NC Contractor's License Type and Number: _____

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

As of the date listed below, the vendor or bidder listed above is compliant with N.C.G.S. 147-86.42-84, the Iran Divestment Act and the Companies Boycotting Israel Act.

Authorized Signature: _____

Print Name of Authorized Signature: _____

Title: _____

Address Bid to: **Kimberly Walters, Finance Director**
City of Havelock
P.O. Drawer 368
1 Governmental Avenue
Havelock, NC 28532
Bids@Havelocknc.us

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

2025 Rehab of a Headworks MAHR Bar Screen
304 Jackson Dr.
Havelock, NC. 28532

Objective:

Rehabilitation of the MAHR Bar Screen.

Scope:

The MAHR Bar Screen was produced by Headworks in January of 2001 and has been in service at the Havelock Wastewater Treatment Plant since March of 2002. The serial number for this Bar Screen is HAV092413.1.1. The rehabilitation of this Bar Screen will include only mechanical portions of this equipment, which will include the drive side chain, idle side chain, drive side bearing and take up assemblies, idle side bearing and take up assemblies, screen field support bars, drive shaft assembly, rakes, chain guide angle left, chain guide angle right, lower sprocket assembly, lower stub shaft assembly, scraper arm assembly.

The Contractor shall be responsible for all line plugging and bypass pumping during the course of this project, a bypass plan must be submitted to the City of Havelock before the project can begin. See figure 9 for suggested bypass and section 2 for Bypass Pumping. Bypass shall consist of a primary and secondary pump, both equipped with auto-dialers. The contractor shall be responsible for any spills during the course of this project. Contractor shall verify all part numbers and quantities for the rehabilitation of the Bar Screen. All OSHA regulations will be strictly adhered to during the course of this project including all Confined Space, LOTO, and Fall Protection standards. The cost for each of the listed items shall include parts and installation and shall be listed within line items within the contractor's quote, line items shall include items A – L within section 1 under Mechanical Parts to be Rehabilitated. The City of Havelock will reserve the right to accept any, all or none of the portions of work listed.

The work within this Scope of Work must be scheduled with a representative of the City of Havelock or a representative of the City of Havelock Wastewater Treatment Plant. A timeframe for replacement of all parts shall be supplied with the contractors' quotes. All parts which are removed and replaced within this Scope of Work become the property of the contractor and shall be disposed of within all local, state, and federal regulations.

1. Mechanical Parts to be Rehabilitated.

- a. Drive Side Chain
 - 1. Quantities of Chain Segments Required per side are ten 11 link segments or twelve 9 link segments, with twenty-two master links.
- b. Idle Side Chain
 - 1. Quantities of Chain Segments Required per side are ten 11 link segments or twelve 9 link segments, with twenty-two master links.
- c. Drive Side Bearing and Take Up Assemblies
 - 1. The quantity of Drive Side Bearing and Take Up Assemblies is one.
 - 2. The part number for the Drive Side Bearing and Take Up Assemblies is 7-01003B.
- d. Idle Side Bearing and Take Up Assemblies
 - 1. The quantity of Idle Side Bearing and Take Up Assemblies is one.

2. The part number for the Idle Side Bearing and Take Up Assemblies is 7-01004B.
- e. Screen field Support Bars
 1. The quantity of Screen field Support Bars is four.
 2. The part number for the Screen field Support Bars is HAV101221-4-01030.
- f. Drive Shaft Assembly
 1. The quantity of Drive Shaft Assemblies will be one.
 2. The part number for the Drive Shaft Assemblies is HAV101221-1-01006
- g. Rakes
 1. There are a total of eleven 12mm rakes within this Bar Screen.
 2. The part number for the rakes is HAV101221-1-01002B.
- h. Chain Guide Angle Left
 1. There are a total of two Chain Guides Angle Left.
 2. The part number for the Chain Guides Angle Left is HAV101221-4-01041.
- i. Chain Guide Angle Right
 1. There are a total of two Chain Guides Angle Right.
 2. The part number for the Chain Guides Angle Right is HAV101221-4-01041M
- j. Lower Sprocket Assembly
 1. There are a total of two Lower Sprocket Assemblies.
 2. The part number for the Lower Sprocket Assemblies is M-012-110J-VW
- k. Lower Stub Shaft Assembly
 1. There are a total of two Lower Stub Shaft Assemblies
 2. The part number for the Lower Stub Shaft Assemblies is M-012-130B-VW
- l. Scraper Arm Assembly
 1. There are a total of one Scraper Arm Assemblies.
 2. The part number for the Scraper Arm Assemblies is PROJ-1-01005

A site visit is highly recommended but not mandatory, all site visits must be scheduled and escorted. Requests for a site visit shall be emailed to bids@havelocknc.us. All measurements are approximate contractor to verify. Contractor is to supply all labor, materials, equipment to complete this project, unless otherwise specified in writing. The contractor shall be responsible for any utility damage caused during the course of this project and shall be remediated by the contractor before the end of the project at no additional cost to the City of Havelock. The City of Havelock shall not be held responsible for omissions or errors in description.

2. Bypass Pumping

- a. Sewage bypass pumping shall be required for completion of repairs. If required, contractor shall design and furnish all material, labor, equipment, power, fuel, fuel storage, maintenance, etc. to implement a temporary bypass arrangement for the purpose of diverting flow around the work area on a daily basis for the duration of the repair. The bypass system shall meet the requirements of all codes and regulatory agencies having jurisdiction. Contractor shall be held liable for any and all fines imposed by local, State, and/or Federal agencies for failure to maintain flows or contain spills and/or overflows.
- b. Contractor shall submit a Bypass Pumping plan for approval from the City of Havelock prior to the beginning of the project.

3. Site Restoration

- a. Disturbance of existing landscape features shall be held to a minimum and all disturbed areas returned to a condition equal or better when repair is complete. Care shall be taken so as not to damage existing features to remain such as roadways, curbs, driveways, sidewalks, etc. All features removed or damaged shall be replaced or repaired to existing condition or better. All demolished material shall become the property of the contractor and shall be removed from the work site and disposed of in accordance with all local State, and Federal requirements. As-built documentation shall include a description of materials used and repair procedures completed at each site.

4. Performance Period

- a. It will be the contractor's responsibility to set a start date with a representative from the City of Havelock to begin a project within thirty (30) days from the issuance of a Notice of Award - Proceed.
- b. The performance period is 90 days from the listed date on the Notice to Proceed.
- c. The contractor shall work diligently to complete the project from the arranged start date. Work hours shall be 8am to 5pm, Monday through Friday. No work shall be performed on City holidays. Work outside established work hours must be scheduled with the City, 48 hours in advance and is subject to approval.
- d. The contractor will be responsible for contacting a representative of the City of Havelock in the event that a project will be extended outside of the arranged performance period. Contact must be in the form of an email and acceptance of the extension of the performance period from a representative of the City of Havelock must also be in the form of an email.

5. Access:

- a. Access to project site is within existing City of Havelock right of way.

6. Termination Clause:

- a. Any agreement and issuance of purchase orders shall be terminated upon the expiration of (90) ninety days without work commencing. At the end of ninety days the City of Havelock will give written notice to the other party of its intention to terminate.
- b. Any intent to begin a project ninety (90) days or more after a purchase order has been issued must be submitted in writing and approved by a representative of the City of Havelock.

7. Warranty:

- a. Contractor will be held responsible for the materials and workmanship utilized within this project for a term of one year from the time that the equipment is put back into service.
- b. The City of Havelock will be responsible for the warranty of any materials that are supplied to the contractor by the City of Havelock during the course of this project.

General Provisions:

- a. Contractor shall comply with all requirements of OSHA 1926.
- b. Work hours shall be 8am to 5pm, Monday through Friday. No work shall be performed on City holidays. Work outside established work hours must be scheduled with the City, 48 hours in advance and is subject to approval.
- c. Contractor will obtain all necessary permits. Permits required by City of Havelock are provided free of charge.
- d. Care shall be taken so as not to damage existing features to remain such as roadways, curbs, driveways, sidewalks, etc. All features removed or damaged shall be replaced or repaired to existing condition or better. Roadway repair is the responsibility of the contractor.
- e. Erosion control shall be the responsibility of the contractor. Any and all erosion created by the project shall be the responsibility of the contractor to remediate.
- f. Contractor shall control erosion and sediment release while this project is under construction.
- g. The contractor is to clean and remove all debris at the end of each work day.
- h. All underground utilities are to be 811 located, prior to work being started.
- i. Contractor is responsible for all damage to existing roads, driveways, drainage, or utilities that occur as a result of the construction project.
- j. Contractor is responsible for all damage to City property that occurs as a result of the construction of the project.
- k. Contractor shall provide safety measures during the entire length of the project.
- l. Contractor is responsible for the storage and safety of materials and equipment on jobsite.

- m. Submittals must be approved by the City of Havelock prior to any work starting.
- n. The performance period is 90 days from the Notice to Proceed.

Liquidated Damages:

- a. The Contractor agrees to pay the owner \$300 per day in liquidated damages for each day beyond the period of performance.



4. Screen Components

4.1. Spare parts furnished with shipment of the equipment include the following:

1. Two (2) sets of Ten(10) Feet of Chain
2. Two (2) Upper Sprockets
3. Two (2) Lower Sprockets
4. Two (2) Stub Shaft Assembly
5. Two (2) Rake Bars

4.2. The list below shows the Bill of Material of the Bar Screen.

Item	Description	Material
1	Upper Sprockets	304 SS
2	Rakes	304 SS
3	Chain Guides	304 SS
4	Chain	304 SS
5	Lower Sprockets	304 SS
6	Lower Bearings	304 SS
7	Scraper Assembly	304SS
8	Take-up Bearing	304SS
9	Main Drive Shaft	304SS
10	Gear Reducer and Motor	Mfg. Std.
11	Screenfield Bars	304SS
12	Polycarbonate Covers with Handles	Polycarbonate

The drawing following shows the positions and details of the screen components.

Only trained and authorized personnel should operate or perform maintenance of the bar screen.

BEM. NO.	PART	MATERIAL	SIZE/DESCRIPTION
1	SIDE FRAME	304SS	4mm
2	DISCHARGE CHUTE	304SS	3mm
3	FLOOR CHANNEL	304SS	4mm
4	DEBRIS PLATE STIFFENERS	304SS	4mm NLS.
5	DEBRIS PLATE	304SS	4mm
6	LIFTING PAD	304SS	10mm
7	SCREEN FIELD SUPPORT	304SS	8mm NLS.
8	SOLE PLATE	304SS	8mm
9	RAKE	304SS	12mm NLS.
10	SEAL	E101A11	10mm
11	SCRAPER	304SS & PE	12mm UHMW BLADE NLS.
12	CHASSI ADJUSTER	304SS	
13	MOTOR & REDUCER	CI	5A57, 3HP
14	BEARING	CI	UCF-13K
15	DRIVE SHAFT	304SS	Ø 60mm NLS.
16	DRIVE SPROCKET	304SS	125mm/70mm NLS.
17	CHAIN	304SS	125mm PITCH NLS.
18	LOWER SPROCKETS	304SS	125mm/70mm NLS.
19	RAPE BASIS	304SS	8X440mm, 0.25" SPACING
20	SCREEN COVERS	304SS	2mm
21	COVER HOOKS	PLASTIC	

- NOTES:
- ALL SURFACES TO BE GLASS BEAD BLASTED TO A UNIFORM FINISH, REMOVE ALL WELD SPATTERS AND DISCOLORATION
 - WEIGHT OF SCREENS - APPROX. 6,350 lbs (2,890 kg)/SCREEN
 - QUANTITIES OF CHAIN SEGMENTS REQUIRED FOR SCREEN ARE AS FOLLOWS:
10-11 LINK SEGMENTS,
12-9 LINK SEGMENTS, W/ 22 MASTER LINKS
 - QUANTITY OF RAKES PER SCREEN - 11 RAKES
 - HEADLOSS @ 2'/sec = 4.67' (APPROX.)
HEADLOSS @ 3'/sec = 5.54' (APPROX.)
 - CHAIN DATA
ALLOWABLE CHAIN FULL = 1,950 lbs.
CHAIN WEIGHT = 7.1 lbs/ft.
GEAR REDUCER OUTPUT SPEED @ 14 rpm (APPROX.)
CLEANING INTERVAL 5.9 sec @ 0.78 ft/sec
CLEANING INTERVAL 11.8 sec @ 0.38 ft/sec
 - RAKE SPACING = 4.5 ft
 - ANCHOR BOLT LOCATION ARE +/- 1" ACCURATE
 - ALL CIRCLED DIMENSIONS MUST BE FIELD VERIFIED
 - ALL DIMENSIONS SHOWN ARE IN INCHES AND ELEVATIONS IN FEET, UNLESS OTHERWISE NOTED

ALL CIRCLED DIMENSIONS ARE FIELD VERIFIED

SIGNATURE: _____

TITLE: _____

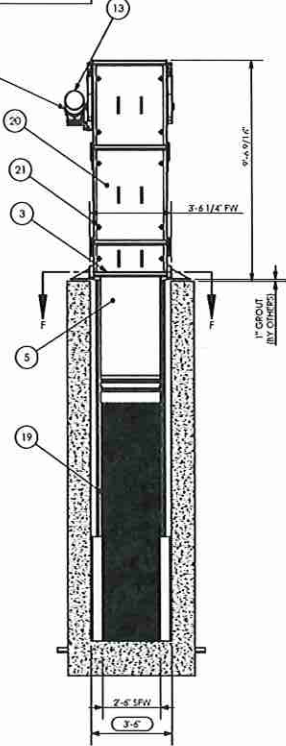
COMPANY: _____

DATE: _____

SCREEN FIELD WIDTH...SFW
SCREEN FRAME WIDTH...SFW
SEAL HEIGHT...SLH
CHANNEL DEPTH...CD
CHANNEL WIDTH...CW
DISCHARGE HEIGHT...DH
SCREEN FIELD HEIGHT...SFH
OVERALL LENGTH...OAL
WATER DEPTH...WD
SCREEN FIELD LENGTH...SFL

Motor/Gear Reducer shall be mounted
As Shown
Opposite Side

Approved By: _____

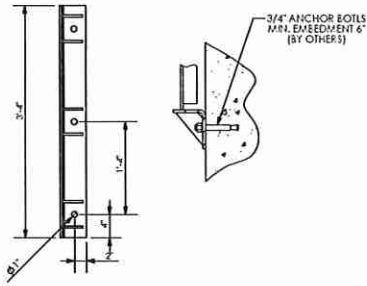


DATE: 1/28	SCALE: 1/4\"/>
REV. NO.:	REV. DATE:
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2. 1	02/25/13
3. 1	02/25/13
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11. 1	02/25/13
12. 1	02/25/13

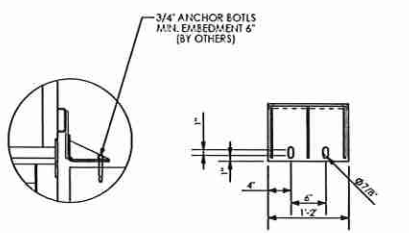
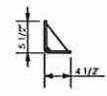
MAHR BAR SCREEN MAST
HAVELOCK WTP
GENERAL ARRANGEMENT

SCALE: 1/4\"/>

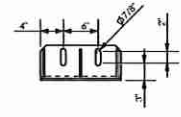
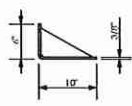





CHANNEL WALL BRACKET

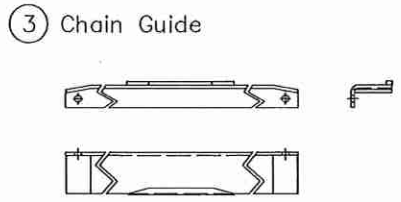
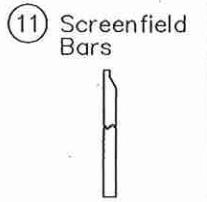
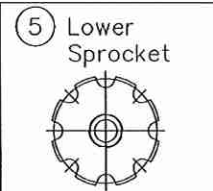
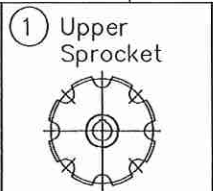
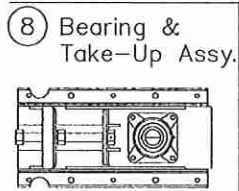
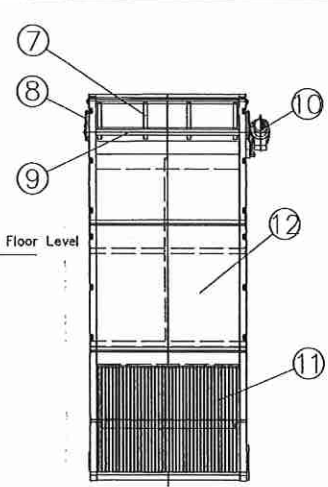
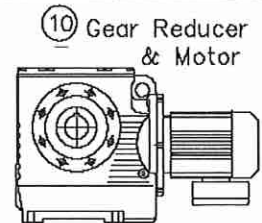
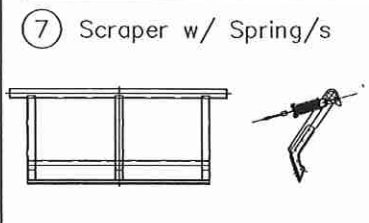
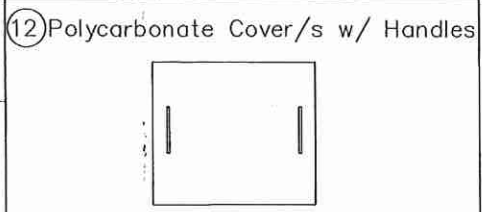
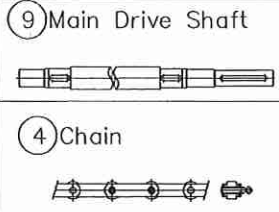
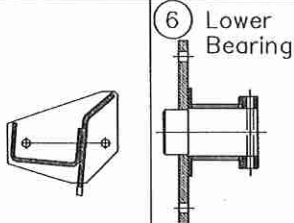
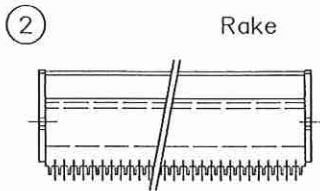


OPERATING FLOOR BRACKET



Note: ALL DIMENSIONS ARE IN INCHES

 Headworks Inc. 10000 Highway 400 Newton, Texas 77858	No. 12 10 HAVELOCK	Rev. 2 13	Title 3 GENERAL ARRANGEMENT	Project 10000 HAVELOCK WWTP WATAUGA, N. CAROLINA	Designer MFR 05/21/13	Checker 05/21/13	Date 05/21/13	Scale 1/8" = 1'-0"	Project No. 10000	Revision 1 REVISED PER HEIGHT TO OF FLOOR 1/2"	Revision 2 2 LINES	Revision 3 0 REVISED FOR APPROVAL	Revision 4 0	Revision 5 0	Revision 6 0	Revision 7 0	Revision 8 0	Revision 9 0	Revision 10 0	Revision 11 0	Revision 12 0	Revision 13 0	Revision 14 0	Revision 15 0	Revision 16 0	Revision 17 0	Revision 18 0	Revision 19 0	Revision 20 0	Revision 21 0	Revision 22 0	Revision 23 0	Revision 24 0	Revision 25 0	Revision 26 0	Revision 27 0	Revision 28 0	Revision 29 0	Revision 30 0
	No. 12 10 HAVELOCK	Rev. 2 13	Title 3 GENERAL ARRANGEMENT	Project 10000 HAVELOCK WWTP WATAUGA, N. CAROLINA	Designer MFR 05/21/13	Checker 05/21/13	Date 05/21/13	Scale 1/8" = 1'-0"	Project No. 10000	Revision 1 REVISED PER HEIGHT TO OF FLOOR 1/2"	Revision 2 2 LINES	Revision 3 0 REVISED FOR APPROVAL	Revision 4 0	Revision 5 0	Revision 6 0	Revision 7 0	Revision 8 0	Revision 9 0	Revision 10 0	Revision 11 0	Revision 12 0	Revision 13 0	Revision 14 0	Revision 15 0	Revision 16 0	Revision 17 0	Revision 18 0	Revision 19 0	Revision 20 0	Revision 21 0	Revision 22 0	Revision 23 0	Revision 24 0	Revision 25 0	Revision 26 0	Revision 27 0	Revision 28 0	Revision 29 0	Revision 30 0



0	DESCRIPTION	NAME	DATE	1	REVISED SCREENFIELD BAR	NAME	DATE
1	AWM	1/19/01		2	DESCRIPTION		
DATE:	DATE:	CHECKED BY:	DATE:	APPROVED BY:	DATE:	APPROVED BY:	DATE:
JOB NO:	HEADWORKS				SCALE:	NTS	
PLANT:	Standard	MAHR BAR SCREEN COMPONENTS				CUSTOMER NO:	
LOCATION:	INCLINED INSTALLATION				REFERENCE FIG:		
Headworks Inc.		14111 Richmond Shale 800 P.O. Box 101, Texas 77042		Rev.	Tr.	Part	SSC
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