



**Request for Proposal**  
**Edgecombe County Government**  
**Emergency Response, Disaster Recovery and Mitigation Services**



Edgecombe County, North Carolina

**Issued: March 19<sup>th</sup>, 2026**

**Submission Deadline: April 23<sup>rd</sup>, 2026 10:00 AM**

# EDGECOMBE COUNTY PUBLIC BUILDINGS



## REQUEST FOR PROPOSAL

Date: March 19, 2026

To: Interested Contractors

Project Name: Emergency Response, Disaster Recovery and Mitigation Services

Edgecombe County is located in rural Eastern North Carolina and borders Nash, Wilson, Pitt, Martin and Halifax County. Edgecombe County includes the county seat of Tarboro and nine other municipalities with Rocky Mount serving as the largest. The other municipalities are Princeville, Pinetops, Conetoe, Leggett, Macclesfield, Sharpsburg, Speed and Whitakers. The County spans 506.87 square miles with 504.44 square miles of land and 1.43 square miles of water which composes 2.87% of the total area, making it one of the highest land-to-water ratios in the state. Edgecombe County Government owns, leases and operates a wide array of facilities, including administrative and judicial offices, public safety and justice infrastructure, community service buildings, utilities, and parks and recreation. The county's Maintenance Department is responsible for maintaining buildings and grounds.

Edgecombe County Government is requesting proposals from qualified Service Providers to enter into a service agreement for the provisions of Emergency Response, Disaster Recovery, and Mitigation Services for all County owned and leased facilities. The intent is to establish predetermined labor and material rates and set material markup to support response efforts in the event of an emergency or natural disaster.

The selected Service Provider will be expected to respond rapidly, perform emergency response, cleanup, demolition, repair, restoration, mitigation, mold remediation, and other services as needed in accordance with Federal, State, Local, and FEMA guidelines and regulations. Services must be available 24/7 with guaranteed response times and the ability to safely mobilize within 24 hours of notice.

Edgecombe County Government has presented a list of all County owned facilities to be included in the RFP process on Attachment A. This list details the physical address and total square footage.

**The Scope of Service may include, but is not limited to the following:**

- Emergency response and mobilization.
- Debris removal, cleanup, and disposal.
- Structural stabilization and temporary shoring.
- Water extraction, drying, and dehumidification.
- Mold remediation.
- Fire and smoke remediation.
- Document preservation.
- Temporary power, lighting, fencing, and HVAC.
- Selective building demolition and temporary and/or permanent repairs that may include, but are not limited to, the removal and/or replacement of drywall, plaster, painting, ceiling systems, storefronts, windows, roofing systems, plumbing, and electrical components.

**Reporting Requirements**

The Service Provider shall at a minimum adhere to the following requirements:

- Provide response timelines for each incident.
- Provide assessment and recommended scope of service for affected areas.
- Provide detailed and real time progress reports to appropriate staff.
- Provide descriptive video, photographs, maps, and/or diagrams during the duration of service.
- Provide moisture and mold remediation logs.
- Provide detailed cost tracking reports per the County’s request.
- Provide all communication documents with all subcontractors and/or agencies.
- Provide recommendations for future prevention or preparedness.

**Contract Terms**

- The County may enter into this agreement as soon as July 1, 2026 for a period lasting until June 30, 2027, with the option to renew up to five (5) additional one-year terms.
- Work shall be performed on an as-needed basis at predetermined unit rates for labor and materials. These rates shall be included with the Service Providers Proposal.
- The Service provider shall submit a detailed assessment and report for each incident. Each report should include the recommended scope of service, incorporating the predetermined labor and materials rates, along with any applicable material markup. No work shall commence until the County and the Service Provider have mutually agreed, in writing, to the proposed service and associated cost.
- This is a non-exclusive agreement, and the County reserves the right to enter into multiple agreements.

## Proposal Submission Requirements

### The Firms proposal shall include the following:

- Background information regarding the firm.
- Copies of all licenses and certifications required to complete the work.
- Safety Action Plan(s).
- Relevant experience with agreements of this nature.
- Project team and subcontractors.
- Approach to the services as requested.
- Schedule of rates which shall include labor rates by classification, equipment rates, markup percentage on materials, and unit cost pricing.
- Provide a minimum of three references that have or had similar agreements in place.

### Proposal Evaluation/Selection Process/Agreement Award

Edgecombe County will form an evaluation team to initially review and evaluate the submitted responses. The responses will be evaluated for content and ranked. Responding Service Providers will bear all cost of this RFP and interviews, if any.

The following factors will, at a minimum, be considered during the evaluation process:

- Experience and qualifications.
- Availability and response time.
- Proximity to Edgecombe County.
- Proposed rates and pricing structure.
- Past performance and references.
- Compliance with submission requirements.

### Evaluation Criteria

Submissions will be evaluated based on the following:

<b>Evaluation Factor</b>	<b>Weight %</b>
<b>Relevant Experience and Past Performance</b>	<b>25%</b>
<b>Technical and Operational Approach</b>	<b>20%</b>
<b>Capacity and Availability</b>	<b>15%</b>
<b>Qualifications of Personnel</b>	<b>15%</b>
<b>Pricing and Fee Schedule</b>	<b>15%</b>
<b>References</b>	<b>10%</b>

The County reserves the right to accept or reject any or all proposals, with or without cause, to waive technicalities, or to accept the proposal which, in its sole judgment, best serves the interest of the County,

or to award a contract to the next most qualified applicant if a successful applicant does not execute a contract within thirty (30) days after approval of the selection by the County.  
The County reserves the right, and has absolute and sole discretion, to cancel a solicitation at any time prior to approval of the award by the County.

The County reserves the right to request clarification of information submitted and to request additional information about one or more applicants.

Any proposal may be withdrawn by the date and time set above for the submission of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the County with the services set forth in this Request for Proposals, or until one or more of the proposals have been awarded.

The awarded Service Provider will receive documentation for all relevant locations, including addresses, facility descriptions, square footage, and layout drawings.

## **GENERAL CONDITIONS**

### **GENERAL**

- a) Edgecombe County Government (herein referred to as, “The Owner” and or “The County”) has issued a Request for Proposal from interested Contractors (herein referred to as, “The Contractor” and or “Service Provider”). It is understood and agreed that by submitting a proposal that the Contractor has examined and has agreed to these contract documents, drawings and specifications and has visited the site of the Work and has satisfied himself relative to the Work to be performed.

### **MATERIALS, EQUIPMENT AND EMPLOYEES**

- a) The Contractor shall, unless otherwise specified, supply and pay for all labor, transportation, materials, tools, apparatus, lights, power, fuel, sanitary facilities and incidentals necessary for the completion of his work, and shall install, maintain and remove all equipment of the construction, other utensils or things, and be responsible for the safe, proper and lawful construction, maintenance and use of same, and shall construct in the best and most workmanlike manner, a complete job and everything incidental thereto, as shown on the plans, stated in the specifications, or reasonably implied there from, all in accordance with the contract documents.
- b) All materials shall be new and of quality specified, except where reclaimed material is authorized herein and approved for use. Workmanship shall at all times be of a grade accepted as the best practice of the trade involved, and as stipulated in written standards of recognized organizations or institutes of the respective trades except as exceeded or qualified by the specifications. The Contractor shall field verify and be responsible for the accuracy of all measurements and material quantities pertaining to all trades of construction.
- c) No changes shall be made to the Work except upon written approval and change order by Director, Edgecombe County General Services.
- d) Products are generally specified by ASTM or other reference standards and/or by manufacturer’s name and model number or trade name. When specified only by reference standard, the Contractor may select any product meeting this standard, by any manufacturer. When several products or

manufacturers are specified as being equally acceptable, the Contractor has the option of using any product and manufacturer combination listed.

- e) However, the Contractor shall be aware that the cited examples are used only to denote the quality standard of product desired and that they do not restrict bidders to a specific brand, make, manufacturer or specific name; that they are used only to set forth and convey to bidders the general style, type, character and quality of product desired; and that equivalent products will be acceptable. Substitution of materials, items or equipment of equal or equivalent design shall be submitted to the Owner or architect or engineer for approval or disapproval; such approval or disapproval shall be made by the Owner or architect or engineer prior to the opening of bids.
- f) If at any time during the construction and completion of the work covered by these contract documents, the conduct of any worker of the various crafts be adjudged a nuisance to the Owner or if any worker be considered detrimental to the work, the Contractor shall order such parties removed immediately from the site.
- g) The Contractor shall employ a competent superintendent who shall represent the Contractor and have the authority to make field decisions necessary for performing the work. Competency must be demonstrated by performing high quality construction work on time according to the approved schedule. The superintendent must be able to clearly verbally communicate using the English language in order to safely and effectively perform job duties and provide project updates to the County POC(s). Edgecombe County reserves the right to require replacement of the superintendent by Contractor without explanation or expense from the County.

#### **CODES, PERMITS AND INSPECTIONS**

- a) The Contractor shall obtain the required permits give all notices, and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work under this contract. If the Contractor observes that the drawings and specifications are at variance therewith, he shall promptly notify the Designer in writing. If the Contractor performs any work knowing it to be contrary to such laws, ordinances, codes, rules and regulations, and without such notice to the Owner, he shall bear all cost arising from non-compliance with requirements.
- b) All work under this contract shall comply with all local, state, and federal laws, ordinances, codes, rules and regulations bearing on the conduct of the work.
- c) The Contractor shall accompany a County designated representative(s) on inspections of the work as scheduled by Edgecombe County Government. Edgecombe County Government reserves the right to make determination as to whether service is being performed satisfactorily.

#### **SAFETY REQUIREMENTS**

- a) The Contractor shall be solely responsible for the entire site and the construction of the same and provide all the necessary protections as required by laws or ordinances governing such conditions and as required by the Owner or Designer. He shall be responsible for any damage to the Owner's property or that of others on the job, by himself, his personnel or his subcontractors, and shall make good such damages. He shall be responsible for and pay for any claims against the Owner arising from such damages.
- b) The Contractor shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926 published in Volume 39, Number 122, Part 11, June 24, 1974 Federal Register), and revisions thereto as adopted by General Statutes of North Carolina 95-126 through 155.
- c) The Contractor shall provide all necessary safety measures for the protection of all persons on the work, including the requirements of the AGC Accident Prevention Manual in Construction as amended, and shall fully comply with all state laws or regulations and North Carolina Building Code requirements to prevent accident or injury to persons on or about the location of the work. He shall clearly mark or post signs warning

of hazards existing, and shall barricade excavations and similar hazards. He shall protect against damage or injury resulting from falling materials and he shall maintain all protective devices and signs throughout the progress of the work.

## **TAXES**

- a) Edgecombe County is **not exempt** from North Carolina State Sales and Use Taxes on labor, material and equipment to be incorporated in the Work. Said taxes shall be included in invoices submitted by Contractor. Contractor in submitting his invoices shall break out all sales taxes as a separate item and County where purchase was made.

## **EQUAL OPPORTUNITY**

- a) The non-discrimination clause contained in Section 202 (Federal) Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex or national origin, and the implementing rules and regulations prescribed by the Secretary of Labor, are incorporated herein.
- b) The Contractors agree not to discriminate against any employees or applicant for employment because of physical or mental handicap about any position for which the employees or applicant is qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices.

## **MINORITY BUSINESS PARTICIPATION**

- a) It is the intent of the County to encourage Contractors to make every effort to utilize Minority Business Enterprises for subcontracted work. The County has established efforts to record participation of such Enterprises by the attached “Appendix E – MBE DOCUMENTATION FOR CONTRACT PAYMENTS”. The Contractor shall include the attached Appendix E with each pay application.
- b) Bidders can use the Office for Historically Underutilized Business website <http://www.doa.state.nc.us/doa/hub/> to locate HUB contractors.
- c) Nothing in these guidelines shall be construed to require contractors or awarding authorities to award contracts or subcontracts to or to make purchases of materials or equipment from minority-business contractors or minority-business subcontractors who do not submit the lowest responsible, responsive bid or bids.

## **INSURANCE**

- (a) To the fullest extent permitted by laws and regulations, Contractor shall indemnify and hold harmless the County and its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or arbitration) arising out of or resulting from Contractor’s performance of this Contract or the actions of the Contractor or its officials, employees, or contractors under this Contract or under contracts entered into by the Contractor in connection with this Contract. This indemnification shall survive the termination of this Contract.

- (b) In addition, Contractor shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. Additionally, Contractor shall maintain, at its expense, the following minimum insurance coverage:

\$1,000,000 per occurrence /\$2,000,000 aggregate-Bodily Injury Liability  
\$100,000 --- Property Damage Liability or 1,000,000 per occurrence /\$2,000,000 aggregate-  
Combined Single Limit Bodily Injury and Property Damage.

- (c) The Contractor shall furnish to the County a Certificate of Insurance, listing "Edgecombe County Government, 201 St. Andrew St., Tarboro, NC 27886" as additionally insured while reflecting the minimum limits stated above. The Certificate shall provide for thirty-(30) days advance written notice in the event of a decrease, termination or cancellation of coverage. Providing and maintaining adequate insurance coverage is a material obligation of the Contractor. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The Contractor shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this Contract. The limits of coverage under each insurance policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under the Contract.

## **GOVERNING LAW**

This contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina. The place of this contract, its situs and forum, shall be North Carolina, where all matters, whether sounding in the contract or tort, relating to its validity, construction, interpretation and enforcement shall be determined. The Contractor shall comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work, including those of the Board of Fire Underwriters, Federal, State and local agencies having jurisdiction. This should include but not be limited to minimum wages, labor and equal employment opportunity laws.

## **E-VERIFY EMPLOYER COMPLIANCE**

The Contractor represents and covenants that the Contractor and its subcontractors comply with the requirement of Article 2 of Chapter 64 of the North Carolina General Statutes (NCGS). In this E-Verify Compliance section, "Contractor" "its subcontractors" and "comply" shall have the meanings intended by NCGS 153A-499 (b). The County is relying on this section in entering into this contract. The parties agree to this section only to the extent authorized by law. If this section is held to be unenforceable or invalid in whole or in part, it shall be deemed amended to the extent necessary to make this contract comply with NCGS 153A-499 (b).

## **CLEANING UP**

- a) The Contractor shall always keep the sites and surrounding area reasonably free from rubbish and shall remove debris from the site from time to time or when directed to do so by Edgecombe County. Before final inspection and acceptance of the project, the Contractor shall thoroughly clean the sites and completely prepare the project and site for use by Edgecombe County.

## **GUARANTEE**

- a) The Contractor shall unconditionally guarantee materials and workmanship against patent defects arising from faulty materials, faulty workmanship or negligence for a period of twelve (12) months following the final acceptance of the work and shall replace such defective materials or workmanship without cost to the owner.
- b) The Contractor shall complete and submit all warranties on the County's behalf.
- c) When items of equipment or material carry a manufacturer's warranty for any period in excess of twelve (12) months, then the manufacturer's warranty shall apply for that particular piece of equipment or material. The Contractor shall replace such defective equipment or materials, without cost to the owner, within the manufacturer's warranty period.
- d) Edgecombe County Government will record any deficiencies, verified customer complaints and visual inspections in order to make the determination if Edgecombe County Government is not receiving services outlined within this contract.
- e) Additionally, the owner may bring an action for latent defects caused by the negligence of the contractor, which is hidden or not readily apparent to the owner at the time of beneficial occupancy or final acceptance, whichever occurred first, in accordance with applicable law.
- f) The Service Provider awarded this contract must maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least five (5) years after completion of the latter of final grant closeout or final audit by OIG of any project work performed under contract resulting from this RFP. The COUNTY shall have access to all records, documents and information collected and/or maintained by others during the administration of the agreement. This information shall be made accessible at the awardees' place of business to the COUNTY, including the County Clerk's Office and/or its designees, for purposes of inspection, reproduction, and audit without restriction.

## **CONTRACTOR-SUBCONTRACTOR RELATIONSHIPS**

The Contractor agrees that the terms of these contract documents shall apply equally to a subcontractor as to the Contractor, and that the subcontractor is bound by those terms as an employee of the Contractor. Edgecombe County reserves the right to approve or deny any subcontractors.

## **IRRECOVERABLE KEYS AND BADGES**

Contractors may be issued physical keys and/or contractor badges for the purpose of accessing County facilities as necessary to perform the work outlined in this Contract. In the event a contractor badge is lost, stolen, or otherwise unaccounted for, the Contractor shall be liable for a replacement fee in the amount of two hundred and fifty dollars (\$250.00), which may, at the County's sole discretion, be deducted from any payment due to the Contractor. In the event a physical key is lost, stolen, or otherwise unaccounted for, the County shall retain the sole authority to select and engage a certified locksmith to rekey or replace all affected locks and keys. The full cost of such services, including labor and materials, shall be the sole responsibility of the Contractor and may be invoiced to the Contractor and/or deducted from any amount otherwise due under this Contract. The Contractor shall notify the County's Point of Contact (POC) immediately upon discovery of any lost, stolen, or misplaced badge or key. Failure to provide timely notification may result in additional liability for any damage, cost, or security risk incurred by the County as a result of the delay.

## INDEMNIFICATION

The Contractor will indemnify and hold the County harmless from any and all liability, expense, judgment, suit, or cause of action for personal injury, death, or direct damage to tangible property which may accrue against the County to the extent it is caused by the negligence of Contractor, or its Sub-Contractors, or their employees or agents, while performing duties under this Agreement, provided that the County gives the Contractor prompt, written notice of any such claim or suit.

## SUBMITTALS AND NORTH CAROLINA PUBLIC RECORDS LAW

All proposals or responses submitted in response to this Request for Proposal shall become the property of the County and shall become a matter of public record and subject to disclosure pursuant to Chapter 132 of the North Carolina General Statutes when opened, except for portions which qualify “trade secret” information under Chapter 66 – Article 24 (Trade Secrets Protection Act) of the North Carolina General Statutes. However, proposals or responses which are marked as confidential or trade secrets in their entirety may be disqualified by the County. To properly designate material as trade secret under these circumstances, each person or entity providing a proposal or response must do the following: (a) any trade secrets submitted by a service provider should be submitted in a separate, sealed envelope marked **“Trade Secret—Confidential and Proprietary Information—Do Not Disclose Except for the Purpose of Evaluating this Proposal,”** and (b) the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the envelope.

## TERMINATION

Edgecombe County Government shall have the right to terminate this contract immediately by written notice to the Contractor if the Contractor fails to execute the services promptly and to Edgecombe County Governments satisfaction or fails to perform any obligation imposed by any provisions of this Contract. In the event of termination for default, Edgecombe County Government has against the Contractor all remedies provided by law and equity.

## Award of Contract

Edgecombe County Government reserves the right to award multiple contractors deemed to be fully qualified and best suited among others submitting proposals on the basis of the evaluation factors included within this RFP. Once the proposals are ranked by Edgecombe County Governments Committee and the qualified service provider is determined, Edgecombe County Government may conduct further negotiations, and/or request presentations to any or all contractors. Edgecombe County Government reserves the right to accept or reject, as a whole or in part, proposals directed to the best interest of the County. Each contractor shall fill out the required information within this RFP, submit Certificate of Insurance for liability and Worker’s Compensation for the proposal to be qualified. Edgecombe County Government reserves the right to reject any or all proposals for any reason.

## Edgecombe County POC

All inquiries concerning the Scope of Services, Proposal Submission Requirements or Site Visits should be directed to:

**Mr. Stan Liverman**  
**Maintenance Director**  
**201 St. Andrews St.**  
**Email: [stanliverman@edgecombeco.gov](mailto:stanliverman@edgecombeco.gov)**  
**Telephone: 252-885-1443**

**Three original proposals shall be mailed and/or hand delivered to the address of the POC shown above, and the sealed envelope shall clearly state the name of this RFP. It is the sole responsibility of the Contractor to ensure that their proposal arrives by the designated submission date assigned.**

**Issued Date:** March 19, 2026

**Deadline for Questions:** Questions and Clarifications shall be submitted via email to the County POC no later than **April 16<sup>th</sup>, 2026.**

**Due Date:** April 23<sup>rd</sup>, 2026 10:00 AM

**Bid Opening:** Sealed bids will be opened on **April 23<sup>rd</sup>, 2026 10:00 AM** in Conference Room 260 at the Edgecombe County Administration Building, 201 St. Andrews St., Tarboro, NC 27886.

## SUMMARY OF PAPERWORK

### PROPOSAL SUBMISSION INSTRUCTIONS

Upon completion, the Service Provider shall submit the full proposal package along with responses.

### PRIOR TO AWARD

- 1 – Submit Certificate of Insurance for Liability and Worker’s Compensation.
- 2 – Submit company W-9.
- 3 – Submit Subcontractor Form, if applicable.
- 4 – Submit Supplier Exemption Form, if applicable.
- 5 – Submit Certification Regarding Debarment and Suspension Form.
- 6 – Submit copies any licenses or certifications needed to complete the work.

### AFTER AWARD

- 1 – Submit Project Timeline and Schedule, if applicable.
- 2 – Submit completed Sales Tax Summary and Detail forms, state “None”, if applicable.
- 3 – Sign and Submit County Signed Service Agreement.
- 4 – Sign and Submit Notice to Proceed/Letter of Award.

## **FINAL PAYMENT**

- 1 – Submit invoice only after accepted work is complete.
- 2 – Submit completed Sales Tax Summary and Detail forms, state “None” if applicable.
- 3 – Submit Contractor’s Warranty Letter, state date of acceptance agreed with owner.
- 3 – Submit Contractor’s Affidavit Letter.
- 4 – Submit Appendix E – MBE Documentation for Contract Payments, if applicable.

# ATTACHMENT A

## EDGECOMBE COUNTY FACILITIES

BUILDING	ADDRESS	SQUARE FOOTAGE
Administration Building	201 St. Andrew St., Tarboro	71,390
New Animal Shelter	3009 Anaconda Rd., Tarboro	13,194
Animal Shelter Building	2909 N. Main St., Tarboro	1,836
Courthouse	301 St. Andrew St., Tarboro	41,674
Emergency Medical Services 200 (EMS)	501 Office St., Tarboro	6,304
EMS 200 Garage	501 Office St., Tarboro	900
EMS 300	7423 Seven Bridges Rd., Whitaker	5,200
EMS 400	370 Pinetops-Crisp Rd., Pinetops	6,120
EMS 500	3000 Meadowbrook Rd., Rocky Mount	4,375
Emergency Operations Center (EOC)	400 E. Walnut St., Tarboro	12,592
EOC Training Building	400 E. Walnut St., Tarboro	4,332
EOC Storage Garage	400 E. Walnut St., Tarboro	3,744
Human Services Building	122 E. St. James St., Tarboro	66,254
1912 Building	122 E. St. James St., Tarboro	17,559
Landfill Convenience Site	442 Living Hope Church Rd., Macclesfield	63
Landfill Convenience Site	349 Bale Rd., Rocky Mount	120
Landfill Convenience Site	1542 Gay Rd., Rocky Mount	120
Landfill Convenience Site	1424 Dickens Rd., Speed	120
Landfill Convenience Site	2797 Colonial Rd., Tarboro	120
Landfill Convenience Site	46 Burnette Farm Rd., Tarboro	120
Landfill Convenience Site	1429 Hart's Chapel Rd., Tarboro	120
Landfill Convenience Site	1056 Spivey Rd., Tarboro	120
Landfill Convenience Site	335 Wells Rd., Whitakers	120
Landfill C&D Break Room	2675 Colonial Rd., Tarboro	450
Landfill Equipment Storage Building	2675 Colonial Rd., Tarboro	1,800
Landfill Gas Generator Maintenance Shop	2675 Colonial Rd., Tarboro	2,474
Landfill Office/Scale House	2675 Colonial Rd., Tarboro	780
Landfill Pesticide Building	2675 Colonial Rd., Tarboro	1,500
Landfill Repair Shop Building	2675 Colonial Rd., Tarboro	2,607
Landfill Transfer Break Room	2675 Colonial Rd., Tarboro	470
Landfill Transfer Station	2675 Colonial Rd., Tarboro	3,600
Law Enforcement Jail	3005 Anaconda Rd., Tarboro	51,419
Law Enforcement Storage	3005 Anaconda Rd., Tarboro	3,000
Law Enforcement Training Center	15 Creek St., Pinetops	4,800
Maintenance Shop	207 St. Patrick St., Tarboro	3,200
NC Dept. of Motor Vehicles	100 E. Hope Lodge St., Tarboro	1,893
Probation & Parole	308 St. Patrick St., Tarboro	3,916
Rocky Mount Health Department	155 Atlantic Ave., Rocky Mount	5,252
Rocky Mount Social Services	301 S. Fairview Rd., Rocky Mount	18,566
Water Shop	1451 McNair Rd., Tarboro	5,400
Works Career Campus	110 Fountain Park Drive, Rocky Mount	40,424
<b>TOTAL SQUARE FOOTAGE</b>		<b>408,048</b>

# SUBCONTRACTOR FORM



**PROJECT TITLE:** \_\_\_\_\_

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

SUBCONTRACTOR:	
DESCRIPTION OF WORK:	
FEDERAL ID #:	
NC CONTRACTOR LICENSE #:	
STREET ADDRESS:	
CITY, STATE, ZIP:	
EMAIL ADDRESS:	
FIELD CONTACT AND CELL #:	

SUBCONTRACTOR:	
DESCRIPTION OF WORK:	
FEDERAL ID #:	
NC CONTRACTOR LICENSE #:	
STREET ADDRESS:	
CITY, STATE, ZIP:	
EMAIL ADDRESS:	
FIELD CONTACT AND CELL #:	

SUBCONTRACTOR:	
DESCRIPTION OF WORK:	
FEDERAL ID #:	
NC CONTRACTOR LICENSE #:	
STREET ADDRESS:	
CITY, STATE, ZIP:	
EMAIL ADDRESS:	
FIELD CONTACT AND CELL #:	

**CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

**The undersigned applicant certifies to the best of his or her knowledge and belief, that the applicant and its principals:**

- a.  Are **not** presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal, state, or local department or agency;
- b.  Have **not** within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c.  Are **not** presently indicted for or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- d.  Have **not** within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

**Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this certification.**

**Business Name:** \_\_\_\_\_

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

**City/State/Zip:** \_\_\_\_\_

**(Seal if Corporation)**

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

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

**APPENDIX E**

**MBE DOCUMENTATION FOR CONTRACT PAYMENTS**

Prime Contractor/Architect: \_\_\_\_\_

Address & Phone: \_\_\_\_\_

Project Name: \_\_\_\_\_

SCO Project ID: \_\_\_\_\_

Pay Application #: \_\_\_\_\_ Period: \_\_\_\_\_

The following is a list of payments made to Minority Business Enterprises on this project for the above-mentioned period.

MBE FIRM NAME	* TYPE OF MBE	AMOUNT PAID THIS MONTH (With This Pay App)	TOTAL PAYMENTS TO DATE	TOTAL AMOUNT COMMITTED

\*Minority categories: Black (B), Hispanic (H), Asian American (AA), American Indian (AI), White Female (WF), Socially and Economically Disadvantaged (SED)

Approved/Certified By:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**SUBMIT WITH EACH PAY REQUEST - FINAL PAYMENT - FINAL REPORT**

