



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,
2026 Installation of SDR35 PVC Gravity Sewer Pipe and Replacement Manhole
Grizzly Court 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 Wednesday, June 10, 2026**, 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 60 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 **5:00 PM (EST) on Thursday, May 28, 2026**. If questions are received, the City will respond no later than **12:00 PM (EST) on Wednesday, June 3, 2026**.

This is the 18th day of May 2026

Published: DemandStar May 18, 2026

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

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: _____

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.

2026 Installation of SDR35 PVC Gravity Sewer Pipe and Replacement Manhole Grizzly Court Havelock, NC 28532

Objective:

Installation of approximately 40 feet of 8-inch PVC SDR35 Gravity Sewer Pipe, remove old manhole structure, and install new manhole structure.

Scope:

Manhole WC21 located at Grizzly Court, Havelock, NC 28532 (Figure 1) shall be replaced in addition to approximately 40 feet of 8-inch PVC SDR35 Gravity Sewer Pipe; each approximately 12 feet deep. Contractor shall remove and dispose of the current manhole and structure and replace the manhole with a precast concrete manhole constructed with a 6-inch ballast ring. The PVC pipe is to be replaced at the influent side of WC21 for approximately 20 feet and the effluent side of WC21 for approximately 20 feet starting at manhole WC21 for both directions. Contractor shall use PVC SDR35 for the influent and effluent piping.

Contractor shall be responsible for dewatering the excavation and bypassing sewer. The houses located at 366, 364, 362, 360 Grizzly Court shall be included in the bypass system. Contractor shall install approximately 200 cubic feet of #57 stone bedding for the new manhole structure (Section 6). After the structure is properly placed the contractor shall install the new SDR35 piping from the manhole out approximately 20' feet from both the influent and the effluent sides. The manhole has two additional influent pipes that are used for cleanouts on Grizzly Court. Contractor shall reroute the cleanouts at 362 and 360 Grizzly Court and tie into the main gravity sewer line using 4-inch schedule 40 PVC for an approximate total length of 20 linear feet. Contractor shall install an accessible property line cleanout for 360 Grizzly Court within the city easement. Once installation is complete contractor shall backfill with select fill material to the surface of the manhole cover. All cleanout tie-ins shall be determined in agreed upon location by a City representative and the contractor. Under no circumstance shall the contractor use excavated material. All excavated material is the contractor's responsibility and shall be disposed of and hauled off daily in accordance with all local, state, and federal regulations.

Contractor is responsible for contacting 811 for locating all existing utility lines and verifying all existing site conditions, including but not limited to existing pipe diameter, invert elevations, and existing pipe material prior to beginning repair. Manhole invert elevation is to be found between the upstream and the downstream manholes. The effluent side must be site cored after. Manhole channeling must be installed with grout after coring. Damage to existing utilities will be the responsibility of the contractor. Contractor shall perform a vacuum test on the newly installed manhole following Section 2 specifications.

The project will require having to excavate through the driveway and the flower bed at 360 Grizzly Court. Concrete must be restored following specifications in Section 8. Contractor shall replace the concrete as shown in Figure 3. Contractor shall remove enough concrete to complete the work and to replace the concrete within ACI specifications. 360 Grizzly Court has a flower bed and a flagpole that will be within the project's area of work. Contractor shall remove and dispose of any impedances and replace in an equal to or better condition. Contractor must maintain resident access to property. Contractor shall provide a copy of the contractor's bypass and dewatering plan to a representative of the City of Havelock.

A site visit is highly recommended but not mandatory. All measurements are approximate contractor to verify. Contractor is to supply all labor, materials, and equipment to complete this project, unless otherwise specified in writing. The City of Havelock shall not be held responsible for omissions or errors in description.

1. Excavating and Installing New Manhole and PVC SDR35 Gravity Sewer Pipe:

- a. Install a bypass system, see Section 10.
- b. Excavate and remove the existing WC21 manhole. Excavated spoils cannot be used for any purpose other than for disposal. Excavated spoils will become the responsibility of the contractor to remove from the site daily.
- c. The rim elevation of the manhole WC21 shall be 2-inches taller than the ground elevation.
- d. Excavate a minimum of 100 square feet (10'X10') of base soil underneath the manhole base by a minimum of 24-inches deep and replace with 57 stone. The 57 stone must be compacted to 98% standard proctor in no more than 8" lifts. Stone shall be wrapped in geotextile fabric on all sides.
- e. The existing forty feet of Gravity Sanitary Sewer Line is approximately twelve feet deep. Excavate the existing forty feet of Gravity Sanitary Sewer Line utilizing a trench box per OSHA standards. The excavated and removed pipe will become the property of the contractor. It will be the responsibility of the contractor to dispose of the excavated and removed pipe.
- f. The bedding for the new PVC SDR35 Gravity Sewer Pipe is to be 8-inches of 57 stone compacted to 95% standard proctor. ABC Stone is to be utilized from the base of the pipe to the top elevation of the pipe and backfill that is compacted to 95% standard proctor in 8-inch lifts to the ground elevation.
- g. Install the influent and effluent pipe at manhole using mechanically installed flexible rubber boot seals to create a watertight connection.

2. Manhole Vacuum Testing

- a. Excavated material shall not be stockpiled; excavated material shall be hauled and disposed of daily and is the responsibility of the contractor. In no manner shall excavated material be used for compacted material.
- b. All excavations shall be protected from cave in by use of shoring, the contractor shall be responsible for remediation created by any and all excavation growth. All excavations shall be protected by use of fabric fencing, and shall be designed to stop trespassing into the work area.
- c. The contractor shall excavate a minimum of 100 square feet (10'X10') of base soil underneath the manhole base by a minimum of twenty-four inches deep and replace with 57 stone. All 57 stone within the base stone shall be wrapped on all sides, top, and bottom with geo-textile fabric. The 57 stone shall be compacted to 98% standard proctor in no more than eight-inch lifts.
- d. The assembly of the manhole shall include a CS-102 Butyl Rubber sealant and shall create a durable and watertight seal.
- e. Before any backfilling, the manhole shall be inspected and vacuum tested by a third-party inspector for structural integrity and watertightness. All testing shall be scheduled between the contractor and a representative of the City of Havelock. The representative from the City of Havelock shall be given a 24-hour notice prior to the testing taking place.
- f. Criteria for the manhole testing shall follow ASTM C1244 and shall be as follows:
 1. Utilizing 8" plugs and manhole testing head, seal the manhole.
 2. Draw a vacuum on the manhole equal to 10 inches of Mercury.
 3. Allow the drawn vacuum to stabilize to 9 inches of Mercury, noting the time for the stabilization to occur.
 4. The manhole will fail the vacuum testing if the stabilization from 10 to 9 inches of mercury happens within a time span of 30 seconds. The manhole will pass the vacuum testing if the stabilization from 10 to 9 inches of mercury happens outside of a 30 second timeframe.

5. Upon failing the ASTM C1244 manhole vacuum testing; the manhole shall be resealed and retested.

3. Gravity Sewer Materials:

- a. PVC SDR35 Gravity Sewer Pipe: Pipe shall conform to all requirements of AWWA and shall be capable of withstanding the overburden pressures determined by the depth of burial in the field.
- b. Non-pressure-type Pipe Couplings: Couplings for joining new PVC pipe to existing pipe shall be solid sleeve type suitable for all types of pipe. When applicable, material shall be ductile iron with gaskets suitable for sewer service. Coupling shall be Maxadaptor coupling or equal, per AWWA C605.
- c. Solid Wall Plastic Pipe Cutting: Cutting of pipe lengths shall be performed using tools and equipment that will provide a neat, perpendicular cut without damage to the plastic. All burrs shall be removed using a file, knife or abrasive paper. Ends on the cut pipe shall be beveled to prevent gasket damage.

4. Dewatering:

- a. The contractor shall dewater until completion of work. Excavation shall be kept free of water at all times during pipe removal, pipe replacement, and backfill operation.
- b. A dewatering plan shall be submitted to the City of Havelock for approval prior to the beginning of the project.
- c. All dewatering shall flow through a sediment filter bag. Sediment filter bags shall be of Polypropylene non-woven geotextile fabric with a sewn-in sleeve of sufficient size to accept a 4-inch diameter discharge hose. The discharge hose shall be extended into the sleeve a minimum of six (6) inches and be tightly secured with a hose clamp or other suitable device to prevent leakage. Contractor shall size sediment filter bags as necessary to dewater excavations. Effluent to be directed to adjacent stormwater conveyance areas and Contractor shall remove any accumulation of sediment from such areas following dewatering operations.
- d. Upon removal of any dewatering header pipe system the contractor shall be responsible for filling the header pipe hole with filter sand to 50% of the depth of the hole while compacting to 95% standard proctor in 8" lifts. Grout shall be utilized to fill to 90% of the depth of the hole and the remaining 10% shall be topsoil, or select fill.
- e. The usage of water from a hydrant will only be accomplished by use of a Hydrant Meter which will be issued from Customer Service at City Hall within the City of Havelock. The Hydrant Meter must be returned to Customer Service at City Hall within the City of Havelock at the completion of the project.
- f. Upon submission of the Hydrant Meter Application there will be a \$ 500.00 dollar deposit due. The Hydrant Meter will be delivered to the project site upon the contractor calling 1-252-670-0663 and scheduling the delivery. Hydrant Meters are subject to availability.
- g. Upon return of the Hydrant Meter, usage will be read and the metered charge will be applied. If the metered charge is less than the deposit the contractor will receive a refund which will be minus the metered charge, if the metered charge is over the deposit amount a usage bill will be issued to the contractor for the balance over the deposit amount.

5. Excavation and Shoring:

- a. Contractor is responsible for the design and protection of all excavation and shoring. Standard shoring practices including trench boxes, which can be used if certified/stamped by manufacturer. If required, shoring shall be designed and sealed by a professional engineer registered in the State of North Carolina, as required by OSHA, CFR1926.
- b. Contractor shall notify NC 811 for utility locations prior to any excavations.

- c. In no case shall excavations exceed that which cannot be backfilled by the end of the work day.

6. Backfill and Compaction:

- a. All excavations shall be backfilled with select fill material. Contractor shall be responsible for removal and disposal of all excavation material and construction debris in accordance with all local, state, and federal regulations.
- b. Compaction in embankment shall be to 85% standard proctor.
- c. Compaction in roadways, driveways, and sidewalks shall be to 98% standard proctor.

7. Pipe and Manhole Bedding:

- a. Pipe bedding shall consist of an eight-inch (8") depth of # 57 stone under pipe and #57 or ABC stone to top of pipe (*Figure 2*).

8. Concrete Restoration

- a. Any concrete rubble from removal of the driveway aprons will be the responsibility of the contractor to remove and dispose of in accordance with all local, state, and federal regulations.
- b. Concrete is to be 3500-psi fiber reinforced concrete mix.
- c. The foundation for the concrete shall be compacted to 95% standard proctor in no more than 8" lifts before the concrete is poured.
- d. The concrete driveway aprons and sidewalks shall be no less than four inches thick.
- e. The concrete driveway aprons and sidewalks will require no wire mesh or rebar.
- f. The seams where the new concrete meets the old concrete will be tolled to a 1/2" radius.
- g. The seams where the new concrete meets the existing concrete shall have a 1/2" expansion joint between the existing and newly poured concrete.
- h. Until completely cured the contractor will supply signage "No Walking, Wet Concrete".

9. Erosion and Sediment Control and Restoration:

- a. The contractor shall be responsible for the installation and maintenance of all erosion and sediment control in accordance with the NC DEQ Erosion and Sediment Control Manual.
- b. Construction activities shall be completed in such a manner that erosion of disturbed areas and off-site sedimentation is absolutely minimized.
- c. All disturbed areas shall be restored as soon as construction is complete. Seed or sod type shall match existing grass in maintained areas. Follow the NC DEQ Erosion and Sediment Control Manual for type or as directed by City of Havelock representative.

10. 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.

11. Traffic Control

- a. Contractor shall submit a Traffic Control Plan for any operations affecting traffic including but not limited to lane closures. City must approve the traffic plan prior to

implementation, particularly 24-hour notice prior to any lane closure.

- b. Access to residences for local traffic shall be maintained throughout contract. Contractor shall provide a minimum of 24-hour notice to City of Havelock for any road closure.

12. 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 60 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.

13. Access:

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

14. 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 thirty (30) 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.

15. 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.
- d. Roadway repair is the responsibility of the contractor.
- e. Contractor shall control erosion and sediment release while this project is under construction.
- f. The contractor is to clean and remove all debris at the end of each work day.
- g. All underground utilities are to be 811 located, prior to work being started.
- h. Contractor is responsible for all damage to existing roads, driveways, drainage, or utilities that occur as a result of the construction project.

- i. Contractor is responsible for all damage to City property that occurs as a result of the construction of the project.
- j. Contractor shall provide safety measures during the entire length of the project.
- k. Contractor is responsible for the storage and safety of materials and equipment on jobsite.
- l. Submittals must be approved by the City of Havelock prior to any work starting.
- m. The performance period is 60 days from the Notice to Proceed.

City of Havelock Responsibilities:

A representative of the City of Havelock will track progress daily. 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 of Havelock, 48 hours in advance and is subject to approval.

Liquidated Damages:

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

Figure 1: Area of Work

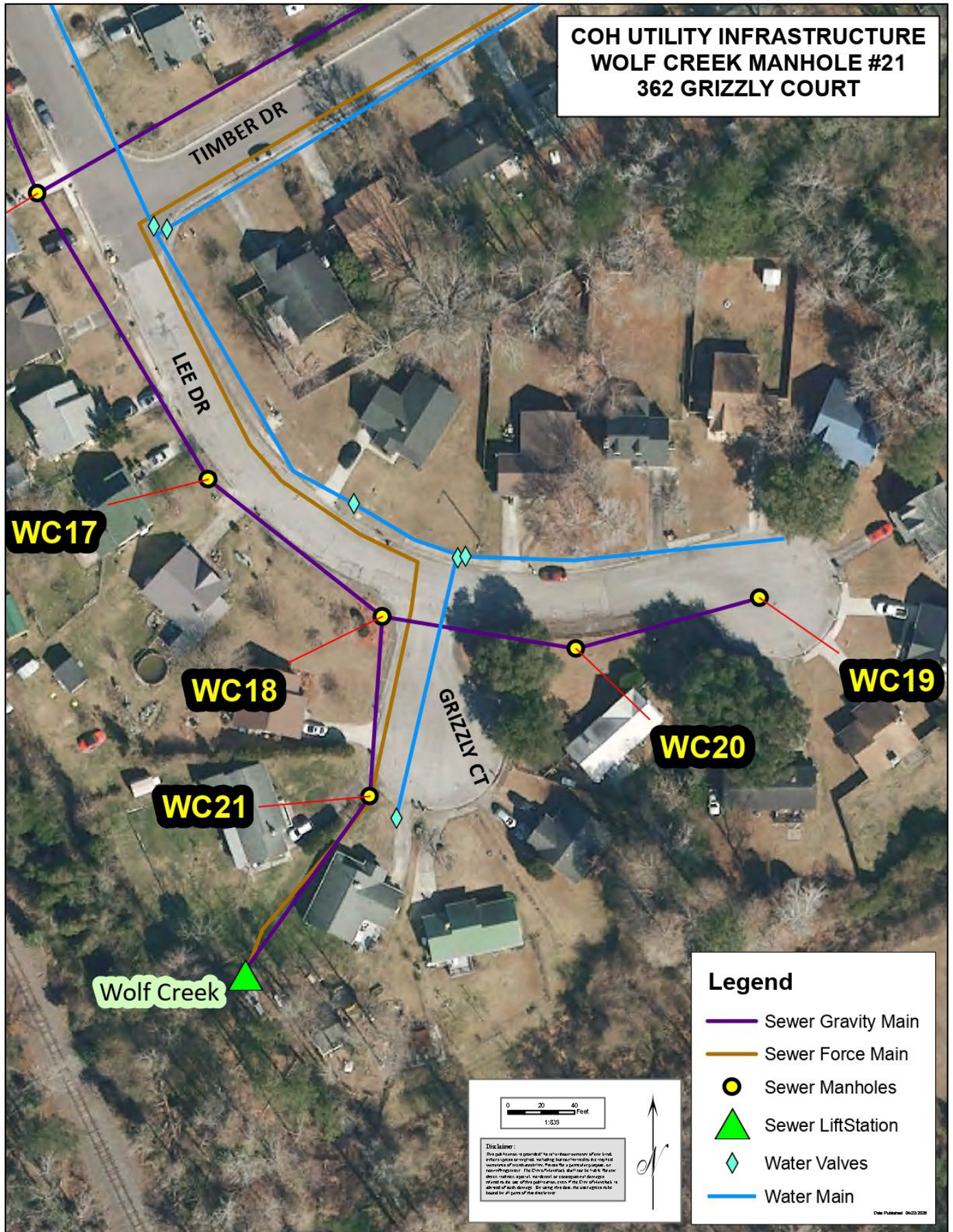
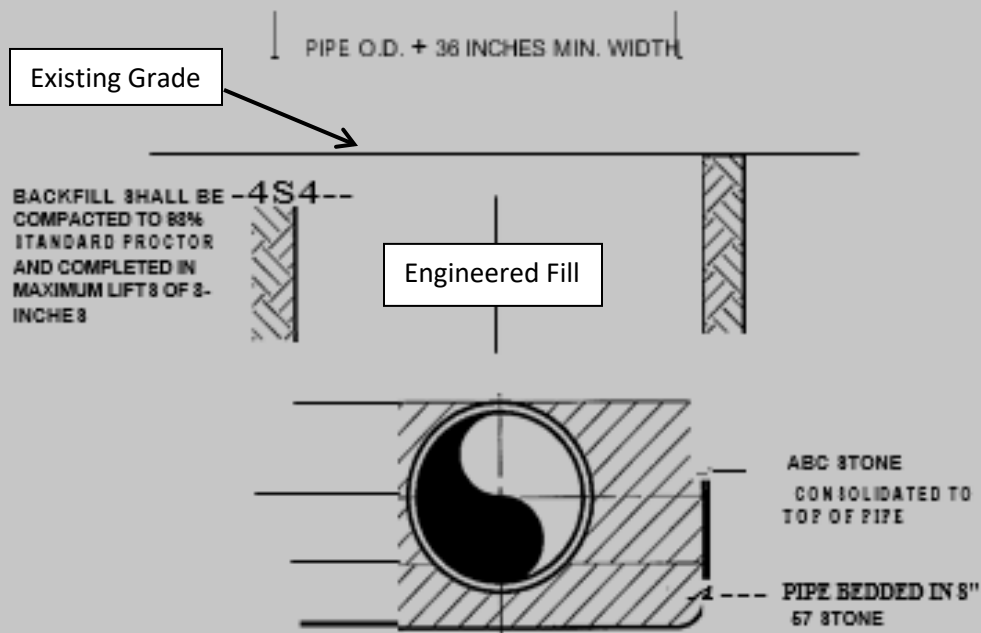
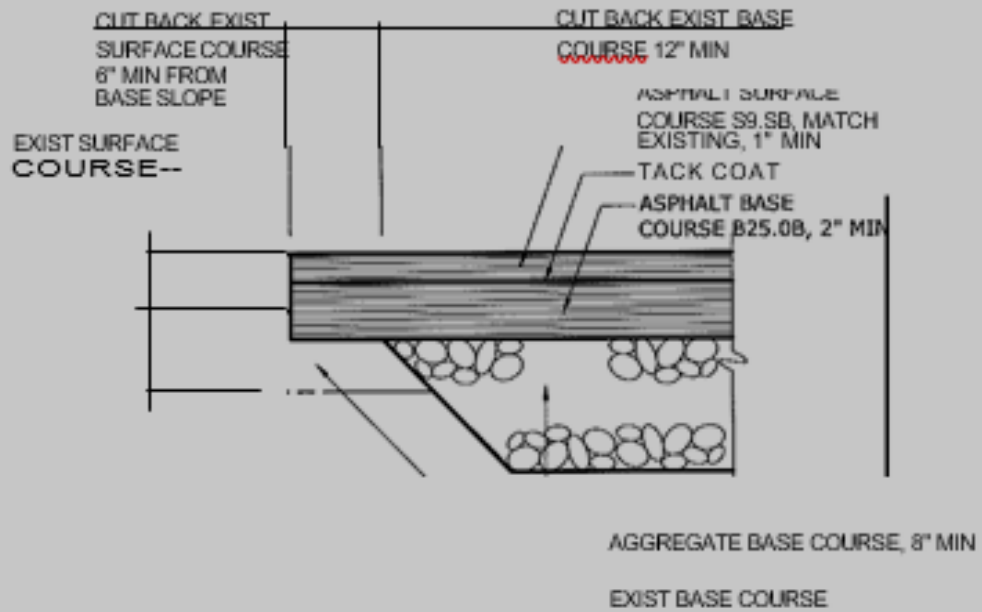


Figure 2: Pipe Bedding



BEDDING - TYPE C

0222103R



TYPICAL PAVEMENT JUNCTION

Figure 3: Driveway Area

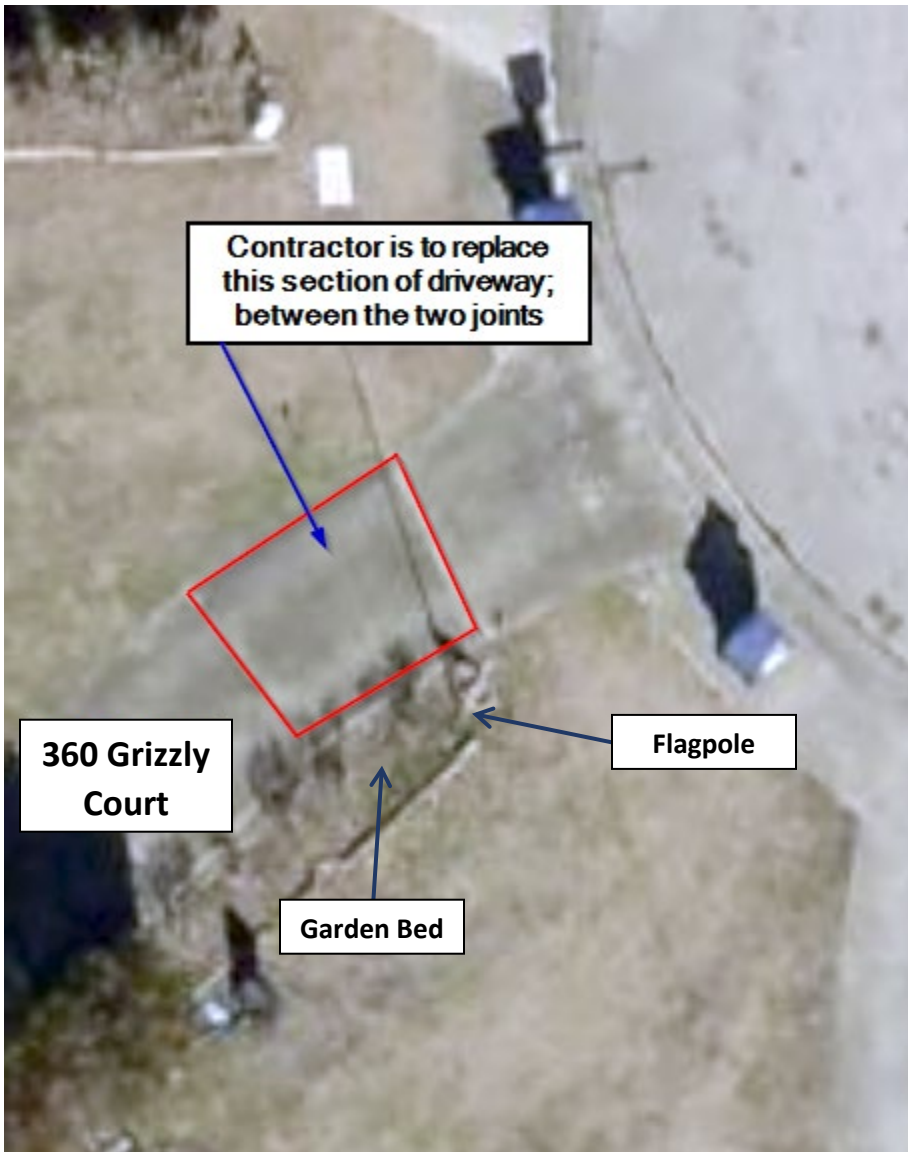


Figure 4: Garden Bed & Flagpole

