Project Bid Manual for:

Streambank Stabilization Project – Byers Creek

A Project of the Mud Creek Watershed Restoration Program

Henderson County, North Carolina

Mandatory Onsite Pre-bid Meeting: September 12, 2012 at 10:30AM

Bids Due: September 27, 2012 at 2:00PM

Prepared by:
Shaun Moore
Construction Manager
Watershed Resources Coordinator, Henderson County SWCD

And

Diane Silver
Mud Creek Watershed Restoration Program Director

On:

September 6, 2012
NOTICE TO BIDDERS

In partnership with the Mud Creek Watershed Restoration Program, sealed bids will be received by the Henderson County Soil and Water Conservation District (SWCD), attention Shaun Moore, at their offices in the USDA Service Center at 61 Triple Springs Road Hendersonville NC 28792 up to 2:00PM on 9/27/12, and immediately thereafter publicly opened and read, for the furnishing of labor, material and equipment for the construction of STREAMBANK STABILIZATION PROJECT – BYERS CREEK.

The project consists of stabilizing approximately 855 linear feet of streambank using natural channel design procedures in order to improve the streams overall water quality. All work will be conducted above the average high water mark and will include excavating approximately 430 cubic yards of soil, installing approximately 640 square yards of erosion control blanket, planting approximately 0.5 acres of riparian area using native tree, shrub and herbaceous species and practicing proper sediment and erosion control practices.

Bidders must be NC licensed General Contractors with a classification of Highway or H(Grading and Excavating) and otherwise be determined qualified to conduct this work. The contractor must perform with own workforce and not subcontract activities related to grading and sediment and erosion control practices.

Bids will be received for single prime contractor.

The winning bid will be based on lump sum.

Construction may begin as soon as the Contract is awarded, which is anticipated to happen the week of the Bid Opening. The project shall be completed within 60 consecutive days of award notification.

Complete plans, specifications, contract documents and addenda can be viewed at the SWCD website: http://www.hendersoncountync.org/soil/grantprojects.html. Questions should be directed to Shaun Moore by emailing Shaun.moore@nc.nacdnet.net or by calling our office at 828-697-4949 most times between 7:30AM and 5:00PM, Monday-Friday.

Updates, a list of questions and answers and any other changes or clarifications will be made available on this SWCD website no later than 5:00PM on 9/20/12.

Payment will be made within 30 days of the satisfactory completion, and acceptance by the SWCD Construction Manager, of all the work expected and contracted for.

The SWCD reserves the unqualified rights to award a contract to the lowest, responsive, responsible bidder, to reject any or all bids and to waive informalities.

Mandatory Pre-Bid Meeting

A mandatory pre-bid meeting will be held at 10:30AM Wednesday, September 12, 2012 at 954 Pilot Mountain Road 35.376401, -82.336779.

Directions to Pre-Bid Meeting from I-26: At exit 49A head northeast on US-64 E/Chimney Rock Road. In 6.7 miles turn right onto Co Rd 1602/Gilliam Mountain Road. In 0.1 miles take the 1st right onto Co Rd 1722/Pilot Mountain Road. 954 Pilot Mountain Road is on the left in 1.1 miles.
**Supplementary Instruction to Bidders**

**Addenda**

Any addenda to specifications issued during the time of bidding are to be considered covered in the bid and in closing a contract they will become a part thereof. It shall be the contractor's responsibility to ascertain prior to bid time the addenda issued and to see that his bid includes any changes thereby required.

Should the bidder find discrepancies in, or omission from, the drawings or documents or should he be in doubt as to their meaning, he shall at once notify the Construction Manager who will post written instructions in the form of addenda on the SWCD website specified below. Notification from the bidder should be no later than September 19, 2012 at 5:00PM.

Neither the owner, construction manager, the designer, nor anyone else will be responsible for any oral instructions.

All addenda shall be acknowledged by the bidder(s) on the “Acknowledgement of Addenda” form in the Project Manual. Failure to acknowledge all addenda can result in an incomplete bid.

Addenda, updates, questions and answers and any other changes or clarifications will be made available on this SWCD website no later than 5:00PM on September 20, 2012.

Addenda for this project can be viewed at the SWCD website: [http://www.hendersoncountync.org/soil/grantprojects.html](http://www.hendersoncountync.org/soil/grantprojects.html)
Contract

PROJECT IDENTIFICATION

Streambank Stabilization Project – Byers Creek

BID RECIPIENT

This Bid is submitted to:

Henderson County Soil & Water Conservation District
Attn: Shaun Moore
61 Triple Springs Rd.
Hendersonville, NC 28792

Hereinafter called “Contract Agency”
Hereinafter, Shaun Moore is called “Construction Manager”

1:01 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Contract Agency in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

BIDDER’S ACKNOWLEDGEMENTS

2:01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Contract Agency.

BIDDER’S REPRESENTATIONS

3:01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and all Addenda posted on the Henderson County SWCD website by 5:00PM 9/20/12. Receipt of which is hereby acknowledged.

B. Bidder has current, valid license from the NC Licensing Board for General Contractors with a classification of “Highway Contractor” OR “Specialty Contractor H(Grading and Excavating.)” and holds the proper “Eligibility”. See 2012 Laws and Regulations Applicable to General Contracting in the State of North Carolina Section.0200-Licensing Requirements, .0201 General, (a) (3) OR (5)(A) and .0204 Eligibility.

   (i) General Contractor License Information

   License # ______________________________

   Classifications __________________________
C. Bidder is required to attend the entire Pre-bid meeting on Wednesday September 12, 2012 starting at 10:30AM. The meeting location is specified in the Notice to Bidders.

D. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.

E. Bidder does not consider that any further examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.

F. Bidder is aware of the general nature of work to be performed by Contract Agency and others at the Site that relates to the Work as indicated in the Bidding Documents.

G. Bidder has correlated the information known to Bidder, in formation and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies and data with the Bidding Documents.

H. Bidder has given Construction Manager written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Bidding Documents by 5:00PM 9/19/12, and the written resolution thereof by Construction Manager is acceptable to Bidder.

I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

J. Bidder will comply with all federal, state and local Laws and Regulations, and accepts responsibility for the land-disturbing activity in the event of a violation.

K. Bidder accepts all financial responsibility for the land-disturbing activity in the event of a Sediment and Erosion Control violation issued as a result of their construction activities.

FURTHER REPRESENTATIONS

4.01 Bidder further represents that:

A. this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation;

B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;

C. Bidder has not solicited or induced any individual or entity to refrain from bidding;

D. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Contract Agency.

E. Bidder guarantees completed Work to be free of defects in workmanship and from failure resulting there from for a period of one year.
F. Bidder guarantees an 80% survival rate for one year from the day of installation for all riparian vegetation specified to be installed on this project, excluding temporary seeding. Bidder understands this may or may not require periodic inspections through the year, replanting of some vegetation and watering and controlling invasive weeds if necessary.

**TIME OF COMPLETION**

5:01 BIDDER agrees that Work cannot be started until the Henderson County SWCD Board of Supervisors awards the contract. With prior arrangement with the Construction Manager, Mobilization and Work could start as soon as the contract is awarded. Work shall be completed within 60 days of notification to the Winning Bidder.

**PAYMENT TO CONTRACTOR**

6:01 Verification that work was completed according to bid specifications including the riparian vegetation must be received from the Henderson County Soil & Water Conservation District Construction Manager before the Contractors invoice can be presented for payment. Payment will then be made within 30 days.

**ATTACHMENTS TO THIS BID**

8:01 The following documents are attached to and made a condition of this Bid:

A. Design Specification Sheets, 7 sheets, all scaled to 24”x36” sheets. The Contractor does not need to attach physical copies of these sheets to Bid.

B. Addenda

   (i) Please see “Supplementary Instruction to Bidders”.
   (ii) Print and attach copies of all Addenda to Bid.

C. Bidder Qualification Statement

   (i) Please attach a document describing projects, similar in nature to this one, which have been completed by the Bidder within the past 5 years. Include at least the following information: project name, project owners name, project cost, short description and a person we can call about the project – include their phone number and email address.
   (ii) List key personnel who will be working on this project. Describe some relevant prior projects and/or training they have completed and include a way to contact them.
   (iii) Feel free to attach any other information that helps document the Bidder is qualified to do this project. Some examples may be certificates from trainings, classes, etc.

**PROOF OF INSURANCE**

9:01 Please attach a copy of your proof of insurance to this Bid.
BASIS OF BID

10:01 Bidder will complete the Work in accordance with the Contract Documents for:

Lump Sum Bid Price____________________________________________ $__________

(Words) (Numerals)

Note: Bidder is responsible for determining quantities based upon approved Design Sheets included in this packet, from any Addenda approved by the Construction Manager, and from the Bidders own assessments made during the pre-bid meeting.

10:02 Henderson County and the Henderson County Soil & Water Conservation District reserves their right to reject any or all Bids, including without limitation, the right to reject any or all nonconforming, non-responsive, unbalanced, unqualified, or conditional Bids. In the event that all bids received are over the estimated cost, or for any other reason, Henderson County and the Henderson County Soil & Water Conservation District have the right to reject all Bids.

10:03 Additional Services and Materials will be provided if necessary as approved by the Construction Manager in accordance with the following unit pricing.

These prices are not factored into Winning Bid selection. They are for informational purposes if additional work is needed.

<table>
<thead>
<tr>
<th>Item#</th>
<th>Description</th>
<th>Unit</th>
<th>Bid Unit Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Silt Fence, installed and maintained (spec on Design Sheet 6)</td>
<td>LF</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Mudmat (spec on Design Sheet 6)</td>
<td>SqYd</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Woody Debris Removal from Site</td>
<td>CY or Ton</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Erosion Blanket (spec on Design Sheet 6)</td>
<td>SqYd</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Seeding, permanent (spec on Design Sheet 6)</td>
<td>acre</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Seeding, temporary (spec on Design Sheet 6)</td>
<td>acre</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Trees, installed (spec on Design Sheet 5)</td>
<td>EA</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Small Trees/Shrubs, installed (spec on Design Sheet 5)</td>
<td>EA</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>On-site Excavation</td>
<td>CY</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Off-site Spoil Removal</td>
<td>CY</td>
<td></td>
</tr>
</tbody>
</table>

10:04 All bids will be evaluated based, in part, on the Henderson County Government Purchasing Policy Statement

BID SUBMITTAL

11:01 Sealed bids due to the Henderson County Soil and Water, attn: Shaun Moore, 61 Triple Springs Rd., by September 12, 2012 at 2:00PM. Bids will be opened and publicly read aloud immediately following. Bid award will be made by the SWCD Board of Supervisors.

This Bid is respectfully submitted by:
Name of Firm: ________________________________________________________________

Business Address: ________________________________________________________________

_________________________________________________________________

_________________________________________________________________

Telephone #:__________________________________

Cell phone #: __________________________________

Fax#:______________________________________

Email Address: _______________________________________________________________

The above information is true and correct to the best of my knowledge and belief and was provided by me under oath (This form must be signed by the Financially Responsible Person if an individual or his attorney-in-fact, or if not an individual, by an officer, director, partner, or registered agent with the authority to execute instruments for the Financially Responsible Person). I agree to provide corrected information should there be any change in the information provided herein.

Type or print name __________________________ Title or Authority __________________________

Signature __________________________________ Date __________________________

I, __________________________________, a Notary Public of the County of _________________, State of North Carolina, hereby certify that __________________________ appeared personally before me this day and being duly sworn acknowledged that the above form was executed by him.

Witness my hand and notarial seal, this _____day of _________________, 20______

Notary_______________________________________ Seal

My commission expires__________________________