

COUNTY OF PAMLICO

AND

PAMLICO SOIL AND WATER

CONSERVATION DISTRICT

REQUEST FOR PROPOSALS:

EWP-5038 LONGLEAF DRIVE PROJECT

PAMLICO COUNTY, NC

EMERGENCY REPAIRS/HAZARDOUS

DEBRIS REMOVAL/GRADE

STABILIZATION

COUNTY OF PAMLICO

Request For Proposals
September 22, 2021

The County of Pamlico and Pamlico Soil and Water Conservation District is soliciting written proposals from qualified individuals or firms for Emergency Repairs/Hazardous Debris Removal/Grade Stabilization.

All work and materials will comply with the specification sheet for the Emergency Repairs/Hazardous Debris Removal/Grade Stabilization.

Questions should be addressed to:
Candy Bohmert, Natural Resource
Conservationist (252) 745-5064 ext. 3

Request for Proposals must be received prior to 2:00 p.m. local time on Tuesday October 5, 2021 at the office of the Pamlico County Administrative Offices located at 302 Main Street Bayboro NC 28515

RFPs may be mailed, hand delivered, or electronically submitted to:

Natural Resource Conservationist
Attention: Candy Bohmert
P.O. Box 776
Bayboro, NC 28515

302 Main Street
Bayboro NC 28515

candybohmert@gmail.com

Contractors must contact Candy Bohmert for onsite inspection, copy of plans, specifications for emergency watershed protection program, bid schedule document and site map drawings for the EWP-5038 Longleaf Drive Project.

1. Submission of Proposal

Written proposal must be received by 2:00 p.m. Tuesday October 5, 2021. RFPs can be submitted by any of the following means listed below:

Email: candybohmert@gmail.com

Address: Candy Bohmert
Pamlico County Administrative Offices
P.O. Box 776
Bayboro, NC 28515

Drop-off: 302 Main Street
Bayboro NC 28515

It is the practice of the County of Pamlico to accept questions and inquiries in writing from all respondents at the email address shown above.

Late submissions will not be considered. All respondents mailing quotes should allow for the time required for the selected mail carrier to ensure timely receipt of proposals.

2. General Terms and Conditions

- a. The respondent is advised that any or all parts of this RFP may be made a binding part of the subsequent contract by purchase order.
- b. The respondent is responsible for supplying complete, accurate, and current data in its proposal.

3. Notification of Award

The respondent whose proposal is accepted will be notified and, once insurance documentation is provided, a contractor's agreement will be signed and Notice to Proceed will be given.

4. Proposal Preparation Costs

Any cost incurred in the preparation of the proposal will be the responsibility of the respondent.

5. Insurance Requirements

The successful respondent must meet the following insurance requirements:

- a. Comprehensive or commercial general liability: One Million dollars (\$1,000,000) per occurrence.

- b. Comprehensive automobile liability covering owned hired and non-owned vehicles with minimum limits of Five Hundred Thousand dollars (\$500,000) per person and Five Hundred Thousand dollars (\$500,000) per accident for bodily injury, and Five Hundred Thousand dollars (\$500,000) property damage.
- c. Workers compensation insurance as required by law. Contractor shall provide to County a certificate of its insurance coverage. Furthermore, Contractor shall at all times maintain a provision in its insurance coverage that no policy hereunder may be amended without thirty (30) days advance written notice to County.

7. Legal Requirements

All Contractors shall comply with federal requirements of the E-Verify program and provide an affidavit for compliance with the E-Verify program before work begin.

8. Right of Rejection

The County of Pamlico reserves the right to reject any and all quotes.

9. DBE Requirements

Small, minority, women's and disadvantaged businesses and labor surplus area firms are encouraged to submit proposals.

SPECIFICATIONS:

- A. Clearing and Grubbing
- B. Earth Fill
- C. Seeding and Mulching
- D. Placement of 12-inch Class B Rip Rap

SCOPE OF WORK

The County of Pamlico and Pamlico County Soil and Water Conservation District is accepting Proposals for Emergency Repairs/Hazardous Debris Removal/Grade Stabilization as follows:

Scope of Work

1. Clearing and Grubbing
2. Earth Fill
3. Seeding and Mulching
4. Placement of 12-inch Rip Rap
5. Erosion and Sediment Control Measures and Works
6. Construction Surveys
7. Pollution Control (Sedimentation and Other)
8. Mobilization and Demobilization

Time of Completion and Liquidated Damages

The Contractor shall commence work on a date to be specified in a written “**Notice to Proceed**” from the County Manager and to fully complete the project within designated days thereafter.