



**MACON SOIL AND WATER CONSERVATION DISTRICT
MACON COUNTY, NORTH CAROLINA**

ISSUE DATE: **July 26, 2010**

IFB#: 2010-01

TITLE: Cartoogechaye Campground, Macon County, North Carolina, Stream Restoration Project

FOR: Installation of two (2) log j-hook vanes and corresponding bank stabilization using coir matting geolift construction on the Cartoogechaye Campground section of Cartoogechaye Creek.

USER DEPARTMENT: Macon Soil & Water Conservation District

ISSUING DEPARTMENT: **Macon Soil & Water Conservation District**
Attn: Doug Johnson
191 Thomas Heights Road
Franklin, NC 28734

Bids will be received until August 12, 2010 at 4:00 PM

* Note: As of July 1, 1997, informal bids received under N.C.G.S. 143-131 are "CONFIDENTIAL" and are not subject to public inspection until the Contract or Purchase Order is awarded.

Proposal submission requirements and additional information may be obtained from the County's website, www.maconnc.org, or from Doug Johnson, Macon Soil & Water Conservation District, at the following address:

**191 Thomas Heights Road
Franklin, NC 28734
(828) 524-3311 ext. 110 (Telephone)
(828) 369-5347 (Fax)**

Bids shall be delivered to the **Issuing Department**, shown above, and shall bear the name and number of this Invitation for Bids (IFB). It is the sole responsibility of the bidder to insure that the proposal reaches the **Issuing Department** by the designated date and time indicated above.

This Bid Package includes the following sections:

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|------|---------------------------------------|---------------|
| I. | General Instructions to Bidders | (Pages 2 - 4) |
| II. | Bid specifications | (Page 5 & 6) |
| III. | Non-Collusion Affidavit | (Page 7) |
| IV. | Official Bid Quote and Acknowledgment | (Pages 8 & 9) |

SECTION I. General Instructions to Bidders

1. This bid package will serve as official notice that Macon Soil and Water Conservation District, (hereinafter "the District") is soliciting **informal bids** for the items(s) and/or services(s) stated on the cover page and outlined in the specifications and this bid package.
2. Bids will be received until August 12, 2010 no exceptions. Bids should be delivered to the Macon Soil & Water Conservation District office and clearly and plainly marked as to which bid package it applies. Bids or unsolicited amendments arriving after the Due Date and Time will not be considered. Any changes or alternative proposals will not be accepted after the submission deadline. The District will not receive bids electronically nor by fax.
3. All addenda to this bid package will be issued in writing. No oral changes by anyone shall affect this bid package.
4. All bids must be presented on the official bid quote page and acknowledgment form of this bid package. The official bid price quote-response must be signed by a duly authorized person acknowledging full understanding of the bid information and all addendums. The exact legal name of the corporation or other entity must be provided.
5. Price quotes must be net, include all discounts and include all freight/delivery charges to the District. In cases of difference between unit price and total price, unit price shall prevail unless otherwise noted.
6. Items and services bid are for delivery and completion as soon as possible unless otherwise stated. Delivery and completion dates could therefore be important in making the award.
7. State and local sales taxes are not to be included in the quote, but they are to be added later to all invoices shown as a separate item for payment. Federal (sales-excise) taxes, where applicable, are to be included in quotes as they are a part of the purchase price.
8. Informal bids received under G.S. §143-131 are "CONFIDENTIAL" and are not subject to public inspection until the Contract or Purchase Order is awarded.
9. A bid deposit is not required.
10. Performance and payment bonds are not required.
11. **A Non-Collusion Affidavit must be signed and notarized in order to properly complete this bid proposal and have it accepted by the District.**
12. **The District reserves the right to reject any and all bids and to waive any informality in bids unless otherwise specified by the bidder. The District reserves the right to select the bid which, in its opinion, is in the best interest of the District.**

13. Contracts will be awarded to the lowest responsible bidder based on quality, performance, the date or dates for delivery and performance, the general reputation and performance capabilities of the bidders, and such other factors deemed by the District to be pertinent or peculiar to the Project.
14. Bids will be examined promptly after opening and award will be made by the District Board at the earliest possible date. The prices quoted must be held firm, and no bid may be withdrawn until 60 days after bid submission deadline.
15. All services are subject to the availability of funds for this Project.
16. The General Statutes of the State of North Carolina, insofar as they apply to purchasing and competitive proposals, are made a part hereof.
17. In addition to the above requirements, the successful Bidder is responsible for compliance with all applicable local, state and federal laws, including state and local permits, licenses and fees.
18. The District will not be responsible for any costs incurred by any bidder in preparing and submitting a bid in response to this IFB. Prior submittals may not be substituted as a response to this IFB.
19. If any part of the work is to be sub-contracted, the Bidder's proposal must include a description of the work to be sub-contracted and the proposed subcontracting organization. The successful Bidder will be held fully responsible for meeting all the terms and conditions of any contract awarded by the District pursuant to this IFB.
20. **After the IFB issue date, all inquiries, requests for interpretation, technical questions, clarifications, or additional information shall be in writing directed to Mr. Doug Johnson at the address and fax number listed on the cover page of this IFB. Questions and responses affecting the scope of the Project will be provided to all bidders/offerors by facsimile transmission by issuance of an Addendum. Any Addenda will also be made available on the County's website, www.maconnc.org All written questions shall be received by Mr. Johnson no later than Tuesday, August 10 2010. NO EXCEPTIONS.**
21. Bidders shall submit three (3) references from firms or individuals familiar with Bidder's work along with current contact information for each reference. Bidders shall not submit the names of officers, officials, agents or employees of the County of Macon or the District as references.
22. Bidders shall list any public/governmental projects of this general type completed within the past five (5) years, along with current contact information and a description of the project completed.
23. **The District has scheduled a pre-bid conference for August 5, 2010 at the office of the Macon Soil and Water Conservation District at 10:00 A.M. All interested bidders are required to attend. After meeting at the District's office, the meeting will be**

reconvened at the Project Site. During the pre-bid conference, the District's engineer will be present to answer any questions. Bids will not be accepted from bidders who do not attend the pre-bid conference. Please contact Doug Johnson at 524-3311, ext 110 no later than Tuesday, August 3, 2010 to indicate your interest. **NO OTHER SITE VISITS WILL BE ALLOWED.**

SECTION II. Specifications

A. General

1. Macon Soil and Water Conservation District is seeking quotations for the Cartoogechaye Campground Project, Macon County, North Carolina, Stream Restoration Project, which involves the installation of two (2) log j-hook vanes and subsequent bank stabilization on properties within the Cartoogechaye Campground. The purpose of this Bid Package is, therefore, to obtain competitive bids in accordance with the North Carolina Purchasing Laws and Macon County Purchasing Policies as set out on Pages 1-3 and the specifications contained herein in the Bid Package.

2. This project is considered to be in the category of Informal Bids Construction and/or Repair. No Bid Deposit or Performance Bond is, therefore, required.

3. Before submitting a bid for this project, the Non-Collusion Affidavit (Page 6) shall be completed and notarized. In addition, the bid quote and acknowledgment (Pages 7-8) shall be completed. Incomplete responses shall not be considered by the District.

B. Technical

1. This is a Turnkey Project whereby the awarded contractor will be responsible for furnishing all labor, tools, materials and training for installing all the necessary required parts and components for this particular project, including any sub-contractors required to complete the Project.

2. The awarded contractor shall not pull off the job for any reason once the Project has begun.

3. The awarded contractor must be a certified North Carolina licensed contractor.

4. The awarded contractor shall remove from the District property any/all post-construction debris at no additional cost to the District. The awarded contractor shall not use Macon County's dumpsters or container sites for its debris removal.

5. The awarded contractor shall take all necessary measures to protect areas not included in bidding as shown on the plans and specifications prepared by Altamont Environmental, Inc, entitled "Cartoogechaye Campground, Cartoogechaye Creek , Macon County, North Carolina. After Project completion, the areas not included in bidding must be in pre-construction condition.

6. The awarded contractor shall perform the work as detailed in the plans and specifications prepared by Altamont Environmental, Inc, entitled "Cartoogechaye Campground, Cartoogechaye Creek , Macon County, North Carolina and this bid package. A copy of the plan can be found as part of of this IFB.

7. The Macon Soil and Water Conservation District, through a grant from the North Carolina Division of Water Resources, seeks to stabilize approximately 250 linear feet (m/l) of Cartoogechaye Creek. This will be accomplished through the installation of two log j-hook vanes and subsequent bank stabilization using coir matting geolifts. Construction details for both of these practices are provided in attached figures 6 and 7 respectively. It should also be noted that selected contractor will be required to work, as much as is possible, "in the dry". This will be accomplished by diversion of the stream using a sandbag diversion system, the detail of which is shown in attached figure 8. Interested contractors should be licensed and insured and should have a trackhoe with hydraulic thumb as well as a truck capable of transporting necessary construction materials, which may include, but are not limited to, logs, rocks, and rolls of coir matting, to the site.

SECTION III. Non-Collusion Affidavit

State of North Carolina
County of Macon

1. The signer of this document is the _____(Title) of _____(Company), who is the respondent that has submitted the attached bid response.
2. The undersigned person is fully informed concerning the preparation and contents of the attached response and of all pertinent circumstances related to it, and is authorized to sign this affidavit. This affidavit is given under penalty of perjury as provided by law.
3. Such bid response is genuine and is not collusive or sham in anyway whatsoever.
4. Neither the person responding nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including the signer of this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other respondent, firm or person to submit collusive or submit a sham response in connection with the contract for which the attached response has been submitted or to refrain from responding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other responder, firm or person to fix the price or prices in the attached response or of any other responder, or to fix any overhead, profit, or cost to secure through collusion, conspiracy, connivance or unlawful agreement and advantage against the Board of the Macon Soil and Water Conservation District, the Soil and Water Conservation District or any person interested in the proposed contract.
5. The price or prices quoted in the attached response are fair and proper and are not derived by any collusion, conspiracy, connivance or unlawful agreement on the part of the respondent or any of its agents, representatives, owners, employees, or parties in interest.

_____(Seal)
Signature of Officer

Subscribed and sworn to before me, this
_____ day of _____, 20 _____.

Notary Public _____

My commission expires:_____

SECTION IV. Official Bid Quote and Acknowledgment

For: Cartoogechaye Campground, Macon County, North Carolina, Stream Restoration Project (IFB # 2010-01). Installation of two (2) jog j-hooks and subsequent stream stabilization on properties within the Cartoogechaye Campground

Bid Furnished by: _____

Address: _____

Telephone #: _____

Cell Phone #: _____

Fax #: _____

We who furnish this bid have carefully examined the Bid General Instructions (Section I), completed the Non-Collusion Affidavit (Section III), reviewed the Bid Specifications (Section II), the sample Contract (Section V) **and all Addenda which we list below**, and therefore furnish the bid proposal as shown below.

Addenda (if none, state "N/A"): #1 _____, #2 _____, #3 _____.

Bid Proposal:

Item #1 – Bid Price for the Cartoogechaye Campground, Macon County, North Carolina, Stream Restoration Project (IFB # 2010-01). Installation of two (2) log j-hooks and subsequent bank stabilization on the properties within the Cartoogechaye Campground according to the bid specifications contained in this bid package:

Total Bid \$ _____

Item #2 – Time in Calendar Days

Days to start/deliver/install, after Notification of Award: _____

Days to Complete Project, after Notification of Start: _____

Item #3 – References:

<u>Name of Contact</u>	<u>Company</u>	<u>Phone Number</u>	<u>Address</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Item #4 – Copy of Contractor's License Attached – [] Yes, [] No

Item #5 – Contactor's State License Number: _____

Item #6 – Copy of Certificate of Insurance attached – [] Yes, [] No

Item #7- List and describe any public projects completed within the past five (5) years:

<u>Name of Contact</u>	<u>Government Agency</u>	<u>Phone #</u>
_____	_____	_____

Description of Project: _____

<u>Name of Contact</u>	<u>Government Agency</u>	<u>Phone #</u>
_____	_____	_____

Description of Project: _____

<u>Name of Contact</u>	<u>Government Agency</u>	<u>Phone #</u>
_____	_____	_____

Description of Project: _____

Date of Bid Proposal:

By: _____

Authorized Signature

Witness: _____ Title: _____

Title: _____ Address: _____

Phone: _____

