

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**NOTICE**

Upon receiving this proposal by internet, email [sholleman@towb.org](mailto:sholleman@towb.org) to register as a prospective respondent. Failure to register as a prospective respondent may result in your firm not receiving proposal addenda. Failure to acknowledge proposal addenda with your submittal may cause your proposal to be considered non-responsive.

STATE OF NORTH CAROLINA

CONTRACT NO:

NEW HANOVER COUNTY

\_\_\_\_\_

CONTRACT FOR SERVICES

THIS CONTRACT, made this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA, a Municipal Corporation located in New Hanover County (hereinafter called "TOWN"); and \_\_\_\_\_, a corporation organized under the laws of the State of \_\_\_\_\_, with its principal office in \_\_\_\_\_ (hereinafter called "CONTRACTOR").

**W I T N E S S E T H:**

1. **Purpose**

The TOWN hereby employs the CONTRACTOR to furnish all labor, materials and equipment to perform all work in manner and form as specified by the attached documents consisting of, but not limited to: Advertisement, Instructions to Bidders, General Conditions, Technical Specifications, Scope of Work, Proposal and Affidavit, Contract and Performance and Payment Bonds, which are incorporated as if fully set out, for the following:

DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT

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**PART I – INSTRUCTIONS TO BIDDERS**

**PURPOSE:**

The Town of Wrightsville Beach seeks a primary and secondary contractor able to assist in all aspects of disaster debris clearance, removal, management and disposal services. Due to Wrightsville Beach's proximity to the Atlantic Ocean, the Town is particularly interested in post-hurricane recovery efforts.

**DESCRIPTION OF TOWN OF WRIGHTSVILLE BEACH:**

Wrightsville Beach is a barrier island beach community with a permanent population of approximately 2,600. The permanent population data however, does not reasonably represent the number of households in the municipality because of a large concentration of non-resident ownership. From data collected from the 2010 Hazard Mitigation Plan (HMGP) there are 3130 residential households and 892 hotel/motel units. The town has a seasonal population of 14,000 and peak-season daytime population may approach 50,000. The Town of Wrightsville Beach is located in South Eastern North Carolina adjacent to the city of Wilmington. Additional information can be found on the Town of Wrightsville Beach's website: <http://www.townofwrightsvillebeach.com/>.

**1.00 DEFINITIONS**

- 1.01 Bidding Documents include the Invitation to Bid, Instructions to Bidders, The Bid Form and the proposed Contract Documents including any Addenda issued prior to the receipt of bids.
- 1.02 The Contract Documents proposed for the work consist of Specifications and all Addenda issued prior to and all Modifications issued after execution of the Contract.
- 1.03 A Bid is the complete and properly signed proposal to do the work for the sums stipulated therein, as submitted in accordance with the Bidding Documents.
- 1.04 The Unit Price Bid is the sum stated in the Bid for which the Bidder offers to perform the work described in the Bidding Documents as the base to which work may be added or from which work may be deleted for sums stated in Alternate Bids.
- 1.05 Debris Management Objectives will be distinguished as providing equipment and services that are deemed necessary to assist with clearing, removing, managing and disposing of disaster generated debris.
- 1.06 This Contract is distinguished by two (2) distinct phases of work; Phase I – Immediate Debris Clearance and Phase II – Debris Removal and Disposal.

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- 1.07 Phase I – Immediate Debris Clearance will be the process of clearing the identified critical route(s)/facilities by moving debris to the shoulders of the road. There is no attempt to physically remove or dispose of the debris, only to clear key access routes.
- 1.08 Phase II - Debris Removal and Disposal is to include gathering, loading, hauling, staging and reduction/disposal of Vegetative Debris from roads, rights-of-way and designated Public Property within the incorporated limits of the Town. In addition, Phase II - Debris Removal and Disposal is to include gathering, loading, staging, and hauling C&D Debris (Construction and Demolition) from roads, rights-of-way, public beach and designated Public Property within the incorporated limits of the TOWN to the directed destination facilities named in Part I, Section 10.00 of this document. Also, Phase II - Debris Removal and Disposal operations is to include gathering, loading Sand Debris from roads, rights-of-way, and designated public property within the incorporated limits of the Town to the Sand Staging Site (as directed by the Town Manager or his designee), from there to be sifted and returned to the public beach and shaped as directed.
- 1.09 Household Hazardous Waste (HHW), used or leftover contents of consumer products that contain chemicals with one or more of the following characteristics, as defined by the Environmental Protection Agency: 1) Toxic, 2) Flammable, 3) Corrosive and/or 4) Reactive. Examples of household hazardous waste include small quantities of normal household cleaning and maintenance products, latex and oil based paint, cleaning solvents, gasoline, oils, swimming pool chemicals, pesticides, propane gas cylinders. Other products that contain corrosive, toxic, flammable or reactive ingredients, such as bleach and ammonia, are also considered HHW.

2.00 **BIDDER REPRESENTATIVES**

- 2.01 Each Bidder by making his Bid represents that:
- A. Bidder has read and understands the Bidding Documents and his Bid is made in accordance therewith.
  - B. Bidder has visited the staging and disposal sites, has familiarized himself with local conditions under which the work is to be performed and has correlated his observations with the requirements of the Contract Documents.
  - C. No consideration will be given any Claim based on lack of knowledge of existing conditions except where Contract Documents make definite provisions for adjustments of cost or extension of time due to existing conditions that cannot be readily ascertained.
  - D. The Bid as submitted is based upon providing the labor, materials, systems and equipment required to complete the “Scope of Work” without exceptions.

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**3.00 INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS**

- 3.01 Bidders shall promptly notify Ms. Sylvia Holleman, Town Clerk, of any ambiguity, inconsistency or error, which they may discover upon examination of the Bidding Documents.
- 3.02 Bidder requiring clarification or interpretation of the Bidding Documents shall make written request which shall reach Ms. Sylvia Holleman, Town Clerk, at least four (4) calendar days prior to the date for receipt of bids.
- 3.03 Any interpretation, correction or change of the Bidding Documents will be made by Addenda. Interpretations, corrections or changes of the bidding documents made in any other manner will not be binding, and Bidders shall not rely upon such interpretations, corrections, or changes.

**4.00 BIDDING PROCEDURE**

- 4.01 Sealed bids will be addressed to “**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**”, Town Clerk, 321 Causeway Dr., PO Box 626, Wrightsville Beach, NC 28480. Deadline for submittal of bids will be 10:00 AM on Tuesday, April 23, 2019. At which time the bid opening and reading will take place in a conference room made available at the Public Safety Building at 3B Bob Sawyer Drive, Wrightsville Beach, NC 28480, and be open to the public. A recommendation will be submitted to the Town Board of Alderman for the May meeting of the Town Board, following which the selected bidder will be notified.
- 4.02 The complete *original proposal and two (2) copies* shall be submitted on a form identical to the form included with the Bidding documents. Copies shall be signed by the person or persons legally authorized to bind the Bidder to a Contract. *A Bid by a Corporation shall further give the state of incorporation and have the corporate seal affixed.*
- 4.03 The unit Price Bid Sum shall be expressed in figures.
- 4.04 Any interlineations, alteration or erasure must be initialized by the signer of the Bid.
- 4.05 Failure to submit a Bid in the form requested or inclusion of any alternates, conditions, limitations or provisions not called for will render the bid irregular, and may be considered sufficient cause for rejection of Bid.
- 4.06 Bids shall be delivered to reach the address designated in the Invitation to Bid no later than the hour and date established for deadline for acceptance of bids. After that time, no bids will be received, nor may they be withdrawn. Faxed or E-mailed bids will not

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be accepted.

- 4.07 Negligence or error on the part of any Bidder in preparing his Bid confers no right of withdrawal or modification of his bid after time has been called. Sureties and principals are advised that the TOWN cannot give consideration to any plea of "error" in preparation of the Bid.
- 4.08 Interested parties are recommended to attend the non-mandatory pre-bid conference is scheduled for 10:00am on Tuesday, April 16, 2019, at a conference room made available at the Public Safety Building at 3B Bob Sawyer Drive, Wrightsville Beach, NC.
- 5.00 **CONSIDERATION OF BIDS**
- 5.01 Rejection of Bids: The TOWN shall have the right to reject any or all Bids and/or waive any informality or irregularity in the bid.
- 5.02 Acceptance of Bid (Award): It is the intent of the TOWN to award two (2) Contracts; a primary contract to be awarded to the lowest overall responsible Bidder and a secondary contract to the next overall lowest responsible Bidder, provided the Bid(s) have been submitted in accordance with the requirements of the Bidding Documents and does not exceed a fair and equitable rate. The TOWN shall have the right to reject any or all bids and/or waive any informality or irregularity in any bid or bids received and to accept the Bid or Bids, which in his judgment is in the TOWN'S best interest.
- 5.03 The primary Contractor will be the TOWN'S first call for both Phase I and Phase II Debris Operations. The secondary contractor will be called if the primary contractor is not responsive or at the discretion of the TOWN when it is deemed necessary for more than one contractor to assist in the response and / or recovery objectives.
- 5.04 If no bidder is clearly lowest on all scopes of work in the Form of Proposal, lowest overall and 2<sup>nd</sup> lowest overall will be determined by estimated total cost for Phase II - Debris Removal Operations utilizing USACE Hybrid Category 3 estimated event scenario... for the Town of Wrightsville Beach, this has been calculated as having C&D generation of 83,207 cy (41,604 tons), Vegetative Debris generation of 49,924 cy and Sand generation of 33,283 cy. However, this does not imply a minimum or maximum quantity for the award.
- 5.05 The Town of Wrightsville Beach will make all decisions on which part of the contract to activate.
- 6.00 **INSURANCE REQUIREMENTS**

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- 6.01 Insurance Requirements: The CONTRACTOR shall not commence work under this contract until he has obtained all insurance required under this paragraph and after such insurance, provided by insurers of financial standing acceptable to the TOWN, has been approved by the TOWN. The CONTRACTOR shall be responsible for any liability directly or indirectly arising out of work performed under this contract by any Sub-contractor to the CONTRACTOR.
- 6.01.1 The CONTRACTOR shall maintain during the life of this contract WORKERS' COMPENSATION and EMPLOYER'S LIABILITY INSURANCE covering all of the CONTRACTOR'S employees to be engaged in the work under this contract, providing the required statutory benefits under North Carolina Workers Compensation Law, and Employers Liability Insurance providing limits at least in the amount of \$1,000,000/1,000,000/1,000,000 applicable to claims due to bodily injury by accident or disease. Whenever work under this contract includes exposure to claims under the U. S. Longshoremen's and Harborworker's Act, such coverage shall be provided by appropriate endorsement to this policy.
- 6.01.2 The CONTRACTOR shall take out and maintain during the life of this contract COMMERCIAL GENERAL LIABILITY INSURANCE, including coverage for INDEPENDENT CONTRACTOR OPERATIONS, CONTRACTUAL LIABILITY assumed under the provisions of this contract, PRODUCTS/COMPLETED OPERATIONS LIABILITY and BROAD FORM PROPERTY DAMAGE LIABILITY insurance coverage. Exclusions applicable to explosion, collapse and underground hazards are to be deleted when the work to be performed involves these exposures. The TOWN shall be named as an additional insured under this policy. Unless otherwise specified, this coverage shall be written providing liability limits at least in the amount of \$3,000,000 per occurrence, Combined Single Limits, applicable to claims due to bodily injury and/or property damage arising from an occurrence. Endorsements #CG 20 33 07 04 and CG 21 37 07 04 naming Town of Wrightsville Beach as an additional insured under this policy shall be included.
- 6.01.3 The CONTRACTOR shall take out and maintain OWNERS' AND CONTRACTORS' PROTECTIVE LIABILITY INSURANCE. The Town of Wrightsville Beach shall be included as the named insured under this policy. Unless otherwise specified this coverage shall be written providing limits at least in the amount of \$3,000,000, Combined Single Limits, applicable to claims due to bodily injury and/or property damage arising from an occurrence.
- 6.01.4 The CONTRACTOR shall take out and maintain during the life of this agreement AUTOMOBILE/VEHICLE LIABILITY INSURANCE. Such coverage shall be written on a comprehensive form covering owned, non-owned, hired and leased vehicles. Unless otherwise specified, this coverage shall be written providing limits at least in the amount of \$1,000,000, per occurrence, Combined Single Limits.

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6.01.5 UMBRELLA LIABILITY INSURANCE providing as excess above the underlying COMMERCIAL GENERAL LIABILITY INSURANCE, AUTOMOBILE LIABILITY INSURANCE, EMPLOYERS LIABILITY INSURANCE AND OWNERS AND CONTRACTOR'S PROTECTIVE LIABILITY INSURANCE policies required by this contract. This coverage shall provide excess limits at least in the amount of \$5,000,000 per occurrence, combined single limits applicable to claims arising out of bodily injury and/or property damage. The parties named as additional insured under the primary underlying policies are to be included as additional insured under the Umbrella Liability Insurance Coverage.

The CONTRACTOR shall furnish the schedule of insurance carried under this contract in the form of a Certificate of Insurance attested by the insurance carrier or appointed agent, indicating the type, amount, class of operations covered, effective date and expiration date of all policies. This Certificate shall be in six (6) counterparts and when the contract is signed by the CONTRACTOR, a copy thereof shall be inserted in each copy of the contract documents and upon insertion shall become a part of such documents. The insurance carrier or its agent shall also certify on these documents that it will notify the TOWN by registered mail at least twenty (20) days prior to any cancellation or non-renewal of these coverages.

**7.00 TIME/COMPLETION SCHEDULE**

7.01 This contract will be valid for the period beginning July 1, 2019 and ending June 30, 2021; the Town reserves the right to offer a renewable one year extension. All dates in this schedule are predicated on a contract being awarded and the site and/or sites open to accept waste. **CONTRACTOR will begin Phase I - Debris Clearance Operations within 24 hours of written notice to proceed** and **CONTRACTOR will begin Phase II – Debris Removal Operations within 48 hours of written notice to proceed**, as set forth in Part I, Section 31.00, by fax and followed by regular mail from the Town Manager or his designee.

7.02 CONTRACTOR must be mobilized and operational for Debris Clearance Operations, as described in Part II – Scope of Work, Section 2.01, within 24 hours of written notice to proceed, as set forth in Part I, Section 31.00, by fax and followed by regular mail from the Town Manager or his designee. Completion will be at the discretion of the Town Manager or his designee, and there will be no guarantee as to the minimum hours or number of pieces of equipment actually utilized. **However, CONTRACTOR will not exceed 70 working hours following initiation of the contract without a written change order that specifically identifies the continuance of work to a new defined point of termination.**

7.03 The CONTRACTOR is to work a minimum of 6 days per week; 10 hours per day for any Debris Management operations designated in Part II – Scope of Work, as

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practicable until the project is deemed complete as determined by the Town Manager or his designee.

**8.00 PAYMENTS**

8.01 Payment will be made within thirty (30) days after submission of weekly pay applications (invoices). **Payment will be based on volume for debris management services as determined by the Town or its designee (except for allowances made under Part II – Scope of Work, 3.00 Unit Price Schedule, and at the awarded unit price and satisfactory completion of requirement set forth in 8.02 below. Five percent (5%) of all invoices will be retained until the contract is complete to the satisfaction of the Town Manager.**

8.02 Subcontractor payment verification. All subcontractors must register with the Town of Wrightsville Beach prior to beginning work for the Contractor. Each listed subcontractor will be required to confirm receipt of payment from Contractor through a “Subcontractor’s Final Affidavit, Waiver and Release” prior to the Town issuing final payment to the Contractor. Contractor will also prepare an Affidavit of Payment of Debts and Claims and to be verified with a Consent of Surety Company to Final Payment.

**9.00 SAFETY**

9.01 CONTRACTOR shall be solely responsible for maintaining safety, at all work sites. CONTRACTOR shall take all reasonable steps to insure safety for both workers and visitors to include traffic control.

**10.00 LOCATIONS FOR TEMPORARY DEBRIS MANAGEMENT AND DISPOSAL**

10.01 Primary objective for debris management is delivery to final disposal location. However, if Town requests staging and temporary management of vegetative, C&D and white goods will be at one of 3 (three) pre-approved TDMS (Temporary Debris Management Sites) located on the Town’s Municipal Complex. The sites are: Primary Site, Overflow 1, and Overflow 2. See location in Figure 1 below. A determination will be made by corroboration with the Town Manager or his designee and CONTRACTOR as to when and which sites are to be opened to receive waste, and corresponding type of wastes.



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Figure 1 (Debris Management Site Locations on Municipal Complex)



- 10.02 Vegetative Debris final disposition / disposal location following reduction is the responsibility of the CONTRACTOR. The facility must be permitted and/or an approved final disposition location as determined by NC-DEQ, Division of Solid Waste. A copy of volume or weight ticket for each load from the receiving facility must be presented to the Town or the Town's debris monitoring firm.
- 10.03 C&D Debris whether staged or direct delivery from curbside, primary disposal location will be New Hanover County Subtitle D Landfill, physically located at physically located at 5210 US-421, Wilmington, NC 28402. Bidders should anticipate approximate haul round trip of 35 miles. A copy of the weight ticket from New Hanover County Landfill for each load must be presented to the Town or the Town's debris monitoring firm. (*Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach*).
- 10.04 C&D Debris whether staged or direct delivery from curbside, New Hanover County advises that C&D from a large magnitude disaster may exceed their capability and

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municipalities may need alternative disposal options, that being Waste Industries Subtitle D Landfill in Sampson County, physically located at 7434 Roseboro Highway, Roseboro, N.C. If C&D debris is delivered to this location, bidders should anticipate approximate haul round trip of 165 miles. A copy of the weight ticket from Waste Industries for each load must be presented to the Town or the Town's debris monitoring firm. *(Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach).*

- 10.05 White Goods, whether staged or direct delivery from curbside will be delivered to Southern Metals Recycling, located at 2923 US Highway 421 North, Wilmington, NC 28401. Units to be managed under this process will be identified by the Town or the Town's debris monitoring firm. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.
- 10.06 *Spoiled and putrescent food* from decontamination efforts of specifically determined refrigerators and freezers will be disposed in a suitable and permitted facility to accept the material. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm. The recyclable / scrap white goods are to be delivered to Southern Metals Recycling, located at 2923 US Highway 421 North, Wilmington, NC 28401. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach.
- 10.07 Household Hazardous Waste (HHW) removed will be disposed in a suitable and permitted facility to accept the material. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.

**11.00 PERFORMANCE REQUIREMENTS**

**11.01 Performance and Payment Bond:**

Selected CONTRACTOR(s) will be required to post a Performance and Payment Bond in an aggregate amount on One Million Dollars (\$1,000,000.00) throughout the contract execution period, when the Town Manager requests initiation of this Disaster Debris Response and Recovery Contract, until such time as the scope of work contained in this contract is completed as determined by the Town Manager.

These bonds shall remain in effect at least one (1) year after the date when final payment becomes due. The Performance Bond and the Payment Bond shall be executed by one or more surety companies legally authorized to do business in the State of North Carolina and shall become effective upon the execution of the contract. The

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surety bonds must be in the form set forth in NCGS 44A-33, without any variations therefrom.

The Contractor shall provide surety bonds wherein Surety waives notice of any and all modifications, omissions, additions, changes and advance payments or deferred payments in or about the Contract, and agrees that the obligations undertaken by the Bond shall not be impaired in any manner by reason of any such modifications, omissions, additions, changes, and advance payments or deferred payments.

The surety bonds must set forth no requirement that suit be initiated prior to the time stipulated in applicable North Carolina Statutes of Limitations.

11.02 TOWN'S right to carry, out the work:

If the CONTRACTOR defaults or neglects to carry out the work in accordance with the Contract Documents and fails within a two-day period after receipt of written notice from the TOWN to commence and continue correction of such default or neglect with diligence and promptness, the TOWN may, without prejudice to other remedies, correct such deficiencies. In the event the TOWN sends written notice of the same contract deficiency on two or more occasions, regardless if the contractor corrects such deficiencies, the TOWN may without prejudice to other remedies, may correct such deficiencies. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the CONTRACTOR the cost of correcting such deficiencies, including compensation for the TOWN's additional services and expenses made necessary by such default, neglect or failure. If payments then or thereafter due the CONTRACTOR are not sufficient to cover such amounts, the CONTRACTOR shall pay the difference to the TOWN.

12.00 **TERMINATION BY THE TOWN FOR CAUSE**

12.01.1 The TOWN may terminate the contract if the CONTRACTOR:

- a. persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper equipment;
- b. fails to make payment to subcontractors for materials or labor in accordance with the respective agreements between the CONTRACTOR and subcontractors;
- c. persistently disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction; or
- d. otherwise is guilty of substantial breach of a provision of the Contract Documents.

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- 12.01.2 When any of the above reasons exist, the TOWN may without prejudice to any other rights or remedies of the TOWN and after giving the CONTRACTOR and the CONTRACTOR's surety, if any, two days' written notice, terminate employment of the CONTRACTOR and may, subject to any prior rights of the surety:
- a. accept assignment of subcontracts; and
  - b. finish the work by whatever reasonable method the TOWN may deem expedient.
- 12.01.3 When the TOWN terminates the contract for one of the reasons stated in Subparagraph 12.01.1, the CONTRACTOR shall not be entitled to receive further payment until the work is finished.
- 12.01.4 If the unpaid balance of the contract sum exceeds additional costs incurred while finishing the work, including compensation for the TOWN'S services and expenses made necessary thereby, such excess shall be paid to the CONTRACTOR. If such costs exceed the unpaid balance, the CONTRACTOR shall pay the difference to the TOWN. This obligation for payment shall survive termination of the contract.
- 12.01.5 **Termination for Convenience;** the Town or Contractor may terminate this contract at any time for any reason by giving at least thirty (30) days' notice in writing to the other party. If the contract is terminated by the Town as provided herein, the contractor will be paid per the contract for work completed as of the date of termination.
- 12.01.6 Nothing contained herein shall prevent the TOWN from pursuing any other remedy, which it may have against CONTRACTOR including claims for damages.
- 13.00 **ESTIMATED QUANTITIES**
- 13.01 The TOWN makes no guarantee as to the quantities of equipment the CONTRACTOR will be requested to provide. The TOWN makes no guarantee as to the quantities of debris (sand, vegetative or C&D) the CONTRACTOR will actually remove, manage, sift or dispose.
- 13.02 The TOWN provides solid waste services (household refuse and vegetative debris) to solid waste customers within the municipality and in the event of the activation of this CONTRACT will continue to provide these services and reserves the right to augment the solid waste management department with other departments of the TOWN.

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13.03 North Carolina Department of Transportation (NCDOT), NCDOT will have primary responsibility for vegetative and sand debris removal efforts of Federal and State Highways, and Federal Aid Secondary Routes. These routes are: Wrightsville Ave (US 76 - Town limit to Causeway Dr.), Causeway Dr. (US 76 – to Waynick Blvd.), Waynick Blvd. (US 76 - to Sunset St.), Sunset St. (US 76 – to S. Lumina), and S. Lumina (US 76 to end), Salisbury St. (US 74), and N. Lumina (US 74). Through Memorandum of Agreement with NCDOT, the Town of Wrightsville Beach can request release of these routes and assume responsibility for debris removal and apply for reimbursement. Therefore, upon directive from the Town Manager, the CONTRACTOR must be prepared to remove vegetative and sand debris from these routes.

13.04 Through memorandum of agreement with North Carolina Department of Transportation (NCDOT), the Town of Wrightsville Beach will be the responsible party for the removal of construction and demolition debris (C&D) from Federal and State Highways, and Federal Aid Secondary Routes These routes are: Wrightsville Ave (US 76 - Town limit to Causeway Dr.), Causeway Dr. (US 76 - to Waynick Blvd.), Waynick Blvd. (US 76 - to Sunset St.), Sunset St. (US 76 – to S. Lumina), and S. Lumina (US 76 to end), Salisbury St. (US 74), and N. Lumina (US 74).

**14.00 PERSONNEL**

It is mutually agreed that CONTRACTOR is an independent CONTRACTOR and not an agent of the TOWN, and as such the CONTRACTOR shall not be entitled to any TOWN employment benefits, such as, but not limited to, vacation, sick leave, insurance, workmen's compensation, or pension and retirement benefits.

**15.00 CONFLICT OF INTEREST**

No paid employee of the TOWN shall have a personal or financial interest, direct or indirect, as a contracting party or otherwise, in the performance of this agreement.

**16.00 NON-WAIVER OF RIGHTS**

It is agreed that the TOWN'S failure to insist upon the strict performance of any provision of this agreement, or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any rights under this agreement.

**17.00 FINDINGS CONFIDENTIAL**

All of the information, reports, cost estimates, plans, specifications and documents prepared or assembled by the CONTRACTOR under this agreement are the property of

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the TOWN. The CONTRACTOR agrees that any such documents shall not be made available to any individual or organization other than appropriate TOWN officials without prior written approval of the TOWN. Nothing contained in this paragraph shall be construed to prevent the CONTRACTOR from making information, reports and documents available to those individuals or firms directly concerned with the project involved with prior written agreement of the TOWN.

**18.00 ENTIRE AGREEMENT**

This agreement constitutes the entire understanding of the parties.

**19.00 BINDING EFFECT**

This agreement shall be binding upon the heirs, successors, assigns, agents, officials, employees, independent contractors, and subcontractors of the parties.

**20.00 CONTINUING OBLIGATION**

The parties will make and execute all further instruments and documents required to carry out the purposes and intent of the agreement.

**21.00 REFERENCE**

Use of the masculine includes feminine and neuter, singular includes plural; and captions and headings are inserted for convenience of reference and do not define, describe, extend or limit the scope of intent of the agreement.

**22.00 INTERPRETATION AND VENUE**

All of the terms and conditions contained herein shall be interpreted in accordance with the laws of the State of North Carolina. In the event of a conflict between the various terms and conditions contained herein or between these terms and other applicable provisions, then the more particular shall prevail over the general and the more stringent or higher standard shall prevail over the less stringent or lower standard. The venue for any litigation arising hereunder shall be New Hanover County, North Carolina.

**23.00 PREAUDIT**

This contract has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act as evidenced by TOWN Purchase Order Number, which will be created at time of need.

**24.00 MINORITY BUSINESS ENTERPRISE (MBE)**

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The TOWN desires that minority business enterprises have the maximum opportunity to participate in the performance of this contract and will:

- 24.01 Promote affirmatively (where feasible) in accordance with North Carolina General Statute 143-129, together with all other applicable laws, statutes and constitutional provisions) the procurement of goods, services in connection with construction projects for minority owned business enterprises.
- 24.02 Insure that competitive and equitable bidding opportunities are followed to afford minority business enterprises participation. Strive to obtain contract and subcontract awards to minority business enterprises.
- 24.03 Identify and communicate to the minority business enterprises community procedures and contract requirements necessary for procurement of goods and services for construction projects and subcontracts.
- 24.04 Provide technical assistance as needed.
- 24.05 Promulgate and enforce contractual requirements that the general contractor or all construction projects shall exercise all necessary and reasonable steps to insure that minority business enterprises participate in the work required in such construction contracts.

The CONTRACTOR shall insure that minority business enterprises have the maximum opportunity to compete for and perform portions of the work included in this contract and shall not discriminate on the basis of race, color, national origin or sex. The CONTRACTOR shall include this special provision, Minority Business Enterprise (MBE), in all subcontracts for this contract. Failure on the part of the CONTRACTOR to carry out the requirements set forth in this special provision may constitute a breach of contract and after proper notification may result in termination of the contract or other appropriate remedy.

A minority business enterprise is defined as a business, with at least fifty-one (51%) percent owned and controlled by minority group members. The minority ownership must exercise actual day-to-day management. Minority group members may consist of Black Americans (an individual of the Black race of African origin), Hispanic Americans (an individual of a Spanish speaking culture and origin at parentage), Asian Americans (an individual of a culture, origin or parentage traceable to the areas of the Far East, Southeast Asia, the Indian subcontinent and the Pacific Islands), Indian Americans (an individual who is an enrolled member of a Federally recognized Indian tribe, or recognized by the tribe as being an Indian, as evidenced by a certification of a tribal leader), American Aleuts or any recognized minority group approved by the TOWN.

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A Woman Business Enterprise is a business with at least fifty-one (51%) percent owned and controlled by women who exercise actual day-to-day management.

The CONTRACTOR shall exercise all necessary and reasonable steps to insure that Minority Business Enterprises and Woman Business Enterprises participate in the work required in this contract. The CONTRACTOR agrees by executing this contract that he will exercise all necessary and reasonable steps to insure that this special provision contained herein on Minority Business Enterprise is complied with.

**25.00 IMMUNITY NOT WAIVED**

This agreement is governmental in nature for the benefit of the public and is not intended to be for private profit or gain. Any fees charged hereunder are intended to reflect as closely as possible the TOWN'S actual cost and neither party intends to waive its sovereign immunity by reason of this agreement.

**26.00 SAVING CLAUSE**

If any section, subsection, paragraph, sentence, clause, phrase or portion of this agreement is for any reason held invalid, unlawful, or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

**27.00 OTHER LAWS AND REGULATIONS**

CONTRACTOR will comply with any and all applicable federal, state and local standards, regulations, laws, statutes and ordinances regarding toxic, hazardous and solid wastes and any other pollutants; public and private nuisances; health or safety; and zoning, subdivision or other land use controls. CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act U.S.C. 7401-7671et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251et seq.). The contractor agrees to report each violation to the TOWN and understands and agrees that the TOWN will in turn report each violation to FEMA and the Regional Office of the Environmental Protection Agency (EPA). The CONTRACTOR agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

CONTRACTOR will take all reasonably necessary, proper or required safety, preventative and remedial measures in accordance with any and all relations and directives from the North Carolina Department of Human Resources, the United States Environmental Protection Agency, the North Carolina Department of Environment and Natural Resources, Health Departments, and any other federal, state or local agency having jurisdiction, to insure the prompt prevention or cessation (now or in the future) of violations of either the applicable provisions of such standards, regulations, laws,



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statutes, and ordinances or any permits or conditions issued thereunder.

This is an acknowledgement that FEMA financial assistance will be requested to fund the contract only. The CONTRACTOR will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

**28.00 AMENDMENTS**

This agreement contains the complete understanding between the parties, and any amendment, modification or changes shall be in writing, and executed by the parties hereto.

**29.00 NON-DISCRIMINATION - EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this contract, the contractor agrees as follows:

29.01 The CONTRACTOR will not discriminate against any employee or applicant for employment or otherwise illegally deny any person participation in or the benefits of the program which is the subject of this agreement because of race, creed, color, sex, age, disability or national origin. The CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause

29.02 The CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will received considerations for employment without regard to race, color, religion, sex or national origin.

29.03 The CONTRACTOR will send to each labor union or representative of workers whtih which he has collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

29.04 The CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

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29.05 The CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

29.06 In the event of the CONTRACTOR'S noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

29.07 The CONTRACTOR will include the sentence immediately preceding paragraph (29.01) and the provisions of paragraphs (29.01) through (29.07) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order I 1246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States."

**30.00 ACCESS TO RECORDS**

The following access to records requirements apply to this contract:

30.01 The contractor agrees to provide TOWN, North Carolina North Carolina Department of Public Safety, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representative's access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

30.02 The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

30.03 The contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract."

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30.04 The CONTRACTOR shall retain all records pertaining to the services and the contract for these services and make them make available to the TOWN for a period of three (3) years following receipt of final payment for the services referenced herein.

**31.00 WRITTEN NOTICE TO PROCEED**

31.01 The TOWN shall issue an official written notice to proceed for the services referenced in this contract. The notice shall be sent via facsimile followed by regular mail. Under no circumstances shall the TOWN be liable for any services rendered unless the written notice to proceed has been sent and received by the Contractor. Contractor must acknowledge receipt of the written notice to proceed in writing to Mr. Tim Owens, Town Manager either by email towens@towb.org by fax (910) 256-7910.

**32.00 INDEMNIFICATION**

32.01 The Contractor agrees to indemnify, hold harmless and defend the Town from and against any and all liabilities, suits, actions, legal proceedings, claims demands, damages, costs and expenses (including attorney's fees) arising out of any act or omission of the Contractor, its agents, subcontractors or employees in the performance of this Contract.

**33.00 QUALIFICATIONS OF CONTRACTOR**

33.01 CONTRACTOR will be required to provide proof of previous experience performing Disaster Debris Response and Recovery Operations. Specifically, CONTRACTOR to provide proof of previous experience providing equipment and performing Debris Management Services as the prime CONTRACTOR for a single contract equal to or greater than 500,000 cy of Debris.

33.02 As part of proposal submission and due at deadline of submittal (see Part I, Instructions to Bidders, 4.01); CONTRACTOR(s) will provide additional documentation utilized in due diligence evaluation and CONTRACTOR qualification, these are:

33.02.1 Most recent completed Annual Financial Report

33.02.2 Dun & Bradstreet # and a current Dunn & Bradstreet Comprehensive Report

33.02.3 Surety Company Name, Contact Name and telephone #

33.02.4 Listing of Sureties Secured the past 5 years and amounts

33.02.5 Insurance Company Name, Contact Name and telephone #

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- 33.02.6 Debris Removal Experience (one of which must be in excess of 500,000 cy as the Prime Contractor) the past 5 years listed with Contact Info., Volume, Gross \$, Contact Name and telephone #'s
- 33.02.7 Sample of other services provided with Contact Info., Gross \$, Contact Name and telephone #'s
- 33.02.8 List of Company Owned Equipment available to service the Town of Wrightsville Beach Disaster Debris Response and Recovery Contract
- 33.02.9 List of Subcontractors under obligation/agreements with CONTRACTOR with list of available equipment to service the Town of Wrightsville Beach Disaster Debris Response and Recovery Contract with Contact Name and telephone #'s
- 33.02.10 Health & Safety Plan with training schedule and Environmental Protection Program as pertaining to debris removal operations.
- 33.02.11 Documentation confirming that the CONTRACTOR'S personnel have been trained on the proper use of the National Incident Management System (NIMS), and that NIMS has been incorporated into the CONTRACTOR'S operational procedures.
- 33.02.12 CONTRACTOR is required to submit a Debris Management Site Plan to include a Site Health & Safety Plan with training schedule and Environmental Management and Monitoring Plan for operation of the DMS (Debris Management Sites) provided by the TOWN, identifying baseline data for each location and ingress/egress for sites.
- 33.02.13 Method to be used in management and disposal of Vegetative Debris removed and reduced by grinding, if so instructed by the TOWN.

**34.00 CONTRACT WORK HOURS AND SAFETY STANDARDS ACT - OVERTIME COMPENSATION**

Compliance with the Contract Work Hours and Safety Standards Act.

- 34.01 Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

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34.02 Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (34.01) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (34.01) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (34.01) of this section.

34.03 Withholding for unpaid wages and liquidated damages. FEMA shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities or such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (34.02) of this section.

34.04 Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (34.01) through (34.04) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (34.01) through (34.04) of this section.

34.05 The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market or contracts for transportation or transmission of intelligence.

**35.00 E-VERIFY CERTIFICATION**

35.01 NCGS 143-133.3 prohibits the Town from entering into contracts with contractors and subcontractors who have not complied with the requirement of Article 2 of Chapter 64 of the North Carolina General Statutes. Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if contractor utilizes a subcontractor, contractor shall require the subcontractor to comply

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with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

**36.00 DHS SEAL, LOGO, AND FLAGS**

35.01 Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without pre-approval by the specific federal agency.

**37.00 NO OBLIGATION BY FEDERAL GOVERNMENT**

37.01 The TOWN and the CONTRACTOR acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the TOWN, the CONTRACTOR, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

The CONTRACTOR agrees to include the above clause in each subcontract financed in whole or in part with federal assistance. It is further agreed that the clause shall not be modified, except to identify the sub-contractor who will be subject to its provisions.

**38.00 PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS**

The CONTRACTOR acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the CONTRACTOR's actions pertaining to this contract. Upon execution of the underlying contract, the CONTRACTOR certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the Federally assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the CONTRACTOR further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the CONTRACTOR to the extent the Federal Government deems appropriate.

The CONTRACTOR also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the CONTRACTOR, to the extent the Federal Government deems appropriate.

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The CONTRACTOR agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance. It is further agreed that the clauses shall not be modified, except to identify the sub-contractor who will be subject to the provisions.

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**PART II – SCOPE OF WORK**

**1.00 GENERAL**

1.01 The CONTRACTOR shall comply with all applicable Federal, State and Local codes, ordinances and requirements of all agencies having jurisdiction. The CONTRACTOR will be responsible for obtaining all necessary permits and licenses to complete the scope of work. The Town of Wrightsville Beach will obtain any Right of Entry required to complete the “Scope of Work”.

1.02 Performance: The quality of workmanship concerning the clearing, removal, staging and hauling of C&D Debris; clearing, removal, hauling, staging, reduction and disposal of Vegetative Debris; and clearing, removal, hauling, staging, and sifting / placement of Sand Debris, and must reflect professional work and conduct.

**2.00 SCOPE OF WORK**

2.01 Under Phase I – Debris Clearance operations, CONTRACTOR will clear the identified critical route(s)/facilities, as identified by the TOWN, by moving debris to the shoulders of the road to reestablish Emergency Services and Vehicle Access. There is no attempt to physically remove or dispose of the debris, only to clear key access routes.

2.02 Under Phase II – Primary Vegetative Debris operations, CONTRACTOR will gather, load and haul vegetative debris (including containerized or bagged vegetative debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to American Property Experts 2831 N Kerr Ave., Wilmington, NC 28405. An approved monitoring tower(s) must be made available as necessary for use during activation of this contract at any DMS facility for the monitoring contractor to view each load of Vegetative Debris received or destined for disposal

2.03 Under Phase II –Alternative Vegetative Debris operations, CONTRACTOR will gather, load and haul vegetative debris (including containerized or bagged vegetative debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to the appropriate temporary Debris Management Site, (Primary, Overflow 1, Overflow 2) located on the Town’s Municipal Complex, and then CONTRACTOR will reduce by grinding and dispose of reduced material.

2.04 Under Phase II – Primary C&D Debris operations, CONTRACTOR will gather, load and haul C&D (Construction and Demolition Debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to New Hanover County Subtitle D Landfill physically located at 5210 US-421, Wilmington, NC 28402.



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**PART II – SCOPE OF WORK**

- 2.05 Under Phase II – Alternate C&D Debris operations, CONTRACTOR will gather, load and haul C&D (Construction and Demolition Debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to Waste Industries Subtitle D Landfill in Sampson County, physically located at 7434 Roseboro Highway, Roseboro, NC.
- 2.06 Under Phase II – Alternative C&D Debris operations, CONTRACTOR will gather, load and haul C&D (Construction and Demolition Debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to the appropriate temporary Debris Management Site, (Primary, Overflow 1, Overflow 2) located on the Town’s Municipal Complex.
- 2.07 Under temporary DMS (Debris Management Site(s)) operations, CONTRACTOR is required to manage each DMS as required (Primary, Overflow 1, Overflow 2) in good operating order, its coordination, safety and security, maintain adequate ingress and egress roads, and accept, and stage (with adequate separation) storm generated vegetative and C&D debris delivered to the staging sites from CONTRACTOR, or the TOWN. An approved monitoring tower(s) must be made available as necessary for use during activation of this contract at any DMS facility for the monitoring contractor to view each load of Vegetative and C&D Debris received or destined for disposal.

The CONTRACTOR upon completion of temporary DMS operations will return the DMS sites to pre-contract conditions and confirmed acceptable in writing by the Town Manager prior to the release of funds for the final invoice.

- 2.08 Under Phase II – Alternative C&D Debris operations, CONTRACTOR will load and haul C&D (Construction and Demolition Debris) from the temporary Debris Management Site, (Primary, Overflow 1, Overflow 2) located on the Town’s Municipal Complex, delivered under 2.06 above, to New Hanover County Subtitle D Landfill physically located at 5210 US-421, Wilmington, NC 28402. And under the direction from New Hanover County, if landfill is closed to receive debris from a large magnitude disaster, deliver will be to Waste Industries Subtitle D Landfill in Sampson County, physically located at 7434 Roseboro Highway, Roseboro, NC.
- 2.09 Under Phase II – Sand Debris operations, CONTRACTOR will gather, load and haul Sand Debris from roads, rights-of-way, and designated Public Property within the incorporated limits of the TOWN to the sand staging and sifting site (as determined by the Town Manager or his designee). CONTRACTOR will sift sand, removing debris using a mechanical sifter with final sieve size not to exceed 1” (1-inch) in diameter, per CAMA requirements. The selected contractor will be responsible for the preparation of the Sand Staging Site, access road, management of this site, its coordination, and safety. CONTRACTOR will place sifted sand back on the public beach berm in areas

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**PART II – SCOPE OF WORK**

designated by the Town Manager or his designate and shaped accordingly and in conjunction with any required permits. An approved monitoring tower(s) must be made available as necessary for use during activation of this contract at any staging location for the monitoring contractor to view each load of Sand Debris received or returning to the beach.

- 2.10 The CONTRACTOR ***will not enter*** or remove debris from ***private property***.
- 2.11 The CONTRACTOR will make all efforts not to mix vegetative with C&D debris during Phase II – Debris Removal operations. If a pile is determined significantly mixed, the CONTRACTOR will notify the debris monitor and skip said pile until a decision is made on its proper management.
- 2.12 Contractor is requested to provide an alternate bid to gather, load, and haul white goods, i.e. washers, dryers, HVAC units, refrigerators and freezers, ***(those not containing spoiled and putrescent food)*** from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach and delivered to Southern Metals Recycling, located at 2923 US Highway 421 North, Wilmington, NC 28401. Units to be managed under this process will be identified by the Town or the Town's debris monitoring firm. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.
- 2.13 Contractor is requested to provide an alternate bid to gather, load, haul, decontaminate and dispose of white goods, primarily refrigerators and freezers, ***(those containing spoiled and putrescent food)*** from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach. Units to be managed under this process will be identified by the Town or the Town's debris monitoring firm. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.
- 2.14 Contractor is requested to provide an alternate bid to gather, load, haul, and dispose of Household Hazardous Waste (HHW), to include but not limited to: paints, solvents, herbicides, pesticides, fuel, etc. originating from residential household use, from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach. Items to be managed under this process will be identified by the Town or the Town's debris monitoring firm. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.

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**PART II – SCOPE OF WORK**

- 2.15 The CONTRACTOR will be responsible for damages caused by the CONTRACTOR to both private and public property.
- 2.16 CONTRACTOR will provide 3 crews at minimum to complete the scope of services described in section 2.02 - 2.06 above, Phase II – Vegetative and C&D removal operations. The minimum work force, 3 crews, must be in full force within five (5) days of written notice to proceed, as set forth in Part I, Section 31.00. A three (3) crew minimum work force will be required throughout the contract unless a reduction is authorized in writing by the Town Manager or his designee.
- 2.17 CONTRACTOR will provide 1 crew at minimum to complete the scope of services described in section 2.07 above, Phase II – Sand Debris operations. The minimum work force, 1 crew, must be in full force within five (5) days of written notice to proceed, as set forth in Part I, Section 31.00. A 1 crew minimum work force will be required throughout the contract unless a reduction is authorized in writing by the Town Manager or his designate.
- 2.18 A crew must gather, load, haul and dispose a minimum of 250 cy of debris per work day. All crews must utilize mechanical loading and self-dumping equipment and will reasonably compact all loads.
- 2.19 All crews must utilize ground support personnel with appropriate traffic control devices per Manual of Uniform Traffic Control Devices (MUTCD), rakes, shovels, etc. are expected at each removal location and each site will be expected free of debris prior to moving to the next location.

**3.00 UNIT PRICE SCHEDULE**

The contract will be for payment on a unit price basis and firm throughout the contract period. Unit prices include all necessary, mobilization, insurance, overhead, profit and applicable taxes. No minimum or maximum quantity is implied or inferred by this contract.

Unit price No. 1

Debris Clearance Operations, as described in Section 2.01 above. The contract will be for payment on time of use price basis (\$ per hour) for clearing critical route(s)/facilities by moving debris to the shoulders of the road. There is no attempt to physically remove or dispose of the debris, only to clear key access routes. Equipment rates will include qualified operator. Unit prices include all necessary, mobilization, insurance, overhead, profit and applicable taxes. Only hours of actual work will qualify for payment; no equipment maintenance time, no idle equipment time or idle personnel time will be evaluated or reimbursed. No minimum or maximum quantity of

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**PART II – SCOPE OF WORK**

equipment or hours of operation is implied or inferred by this contract.

Unit price No. 2

Gather, load, and haul vegetative debris (including containerized or bagged vegetative debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to American Property Experts, 2831 N Kerr Ave., Wilmington, NC 28405 (*Tipping Fees for Vegetative Debris direct delivery will be the responsibility of The Town of Wrightsville Beach*)

Unit of Measurement: Cubic Yard

Unit price No. 2A

Gather, load, haul, grind and dispose of vegetative debris (including containerized or bagged vegetative debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to the appropriate temporary Debris Management Site, (Primary, Overflow 1, Overflow 2) located on the Town's Municipal Complex. A copy of volume or weight ticket for each load from the receiving facility must be presented to the Town or the Town's debris monitoring firm. The facility must be permitted and/or an approved final disposition location as determined by NC-DEQ, Division of Solid Waste.

Unit of Measurement: Cubic Yard

Unit price No. 3

Gather, load and haul C&D debris from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to the New Hanover County Subtitle D Landfill physically located at 5210 US-421, Wilmington, NC 28402. A copy of the weight ticket from New Hanover County Landfill for each load must be presented to the Town or the Town's debris monitoring firm. (Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach)

Unit of Measurement: Ton C&D (as received at New Hanover County Landfill)

Unit price No. 3A

Gather, load and haul C&D debris from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to Waste Industries Subtitle D Landfill in Sampson County, physically located at

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7434 Roseboro Highway, Roseboro, NC. Bidders should anticipate average haul round trip of 165 miles. A copy of the weight ticket from Waste Industries for each load must be presented to the Town or the Town's debris monitoring firm. *(Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach)*

Unit of Measurement: Ton C&D (as received at Waste Industries)

Unit price No. 3B

Alternative C&D debris operations, CONTRACTOR will gather, load and haul C&D (Construction and Demolition Debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to the appropriate temporary Debris Management Site, (Primary, Overflow 1, Overflow 2) located on the Town's Municipal Complex.

Unit of Measurement: Cubic Yard

Unit price No. 4

Manage each DMS as required (Primary, Overflow 1, Overflow 2) in good operating order, its coordination, safety and security, maintain adequate ingress and egress roads, and accept, measure, and stage (with adequate separation) storm generated vegetative and C&D debris delivered to the staging sites from CONTRACTOR, or the TOWN.

Unit of Measurement: Cubic Yard received at DMS

Unit price No. 5A

Gather, load and haul Sand Debris from roads, rights-of-way, and designated Public Property within the Town's incorporated limits to the Sand Debris Staging Site as determined by the Town Manager or his designee.

Unit of Measurement: Cubic Yard

Unit price No. 5B

Contractor will sift sand, removing debris using a mechanical sifter with final sieve size not to exceed 1" (1-inch) in diameter, per CAMA requirements. The selected contractor will be responsible for the preparation of the Sand Staging Site, access road, management of this site, its coordination, and safety.

Unit of Measurement: Cubic Yard

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART II – SCOPE OF WORK**

Unit price No. 5C

Contractor will place sifted sand back on the public beach berm in areas designated by the Town Manager or his designee and shaped accordingly and in conjunction with any required permits. The Town Manager or his designee will designate areas of the public beach to build the required berm.

Unit of Measurement: Cubic Yard

Alternative Schedule:

Unit price No. 6A

Load and haul C&D debris from Unit 3B) above received at the DMS facility, (Primary, Overflow 1, and Overflow 2) located on the Town's Municipal Complex to to the New Hanover County Subtitle D Landfill physically located at 5210 US-421, Wilmington, NC 28402. A copy of the weight ticket from New Hanover County Landfill for each load must be presented to the Town or the Town's debris monitoring firm. ***(Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach)***

Unit of Measurement: Ton C&D (as received at NH County Landfill)

Unit price No. 6B

Load and haul C&D debris from Unit 3B) above received at the DMS facility, (Primary, Overflow 1, and Overflow 2) located on the Town's Municipal Complex to Waste Industries Subtitle D Landfill in Sampson County, physically located at 7434 Roseboro Highway, Roseboro, NC. Bidders should anticipate average haul round trip of 165 miles. A copy of the weight ticket from Waste Industries for each load must be presented to the Town or the Town's debris monitoring firm. ***(Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach)***

Unit of Measurement: Ton C&D (as received at Waste Industries)

Unit price No. 7

Alternate White Goods (***non-putrescent***) operations, CONTRACTOR will gather, load, and haul white goods, i.e. washers, dryers, HVAC units, refrigerators, and freezers (those not containing spoiled and putrescent food) from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART II – SCOPE OF WORK**

Beach and delivered to Southern Metals Recycling, located at 2923 US Highway 421 North, Wilmington, NC 28401. Units to be managed under this process will be identified by the Town or the Town's debris monitoring firm. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.

Unit of Measurement: Unit delivered

Unit price No. 8

Alternate White Goods (*putrescent*) operations, CONTRACTOR will gather, load, haul, decontaminate and dispose of white goods, primarily refrigerators and freezers, (*those containing spoiled and putrescent food*) from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach. Units to be managed under this process will be identified by the Town or the Town's debris monitoring firm. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.

Unit of Measurement: Unit designated, decontaminated and delivered

Unit price No. 9

Contractor is requested to provide an alternate bid to gather, load, haul, and dispose of Household Hazardous Waste (HHW), to include but not limited to: paints, solvents, herbicides, pesticides, fuel, etc. originating from residential household use, from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach. Items to be managed under this process will be identified by the Town or the Town's debris monitoring firm. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.

Unit of Measurement: Pound (LB) HHW delivered

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART III – FORM OF PROPOSAL**

TO: Tim Owens, Town Manager  
Town of Wrightsville Beach  
PO Box 626  
321 Causeway Drive  
Wrightsville Beach, NC 28480

DATE: \_\_\_\_\_ FROM: \_\_\_\_\_  
(Bidder/Contractor)

PHONE: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

UNIT PRICE BID: The undersigned, having carefully examined the Instructions to Bidders, ***TOWN OF WRIGHTSVILLE BEACH – DISASTER DEBRIS RESPONSE AND RECOVERY ASSISTANCE CONTRACT*** dated March 1, 2019 including the following addenda:

ADDENDUM # \_\_\_\_\_ DATED: \_\_\_\_\_

ADDENDUM # \_\_\_\_\_ DATED: \_\_\_\_\_

As well as the premises and conditions affecting the work, proposes to furnish all services, labor, materials and equipment called for to complete the completion of project in accordance with the contract documents for the following unit price amounts.

Unit price No. 1

Debris Clearance Operations, as described in Section 2.01 above. The contract will be for payment on time of use price basis (\$ per hour) for clearing critical route(s)/facilities by moving debris to the shoulders of the road. There is no attempt to physically remove or dispose of the debris, only to clear key access routes. Equipment rates will include qualified operator. Unit prices include all necessary, mobilization, insurance, overhead, profit and applicable taxes. Only hours of actual work will qualify for payment; no equipment maintenance time, no idle equipment time or idle personnel time will be evaluated or reimbursed. No minimum or maximum quantity of equipment or hours of operation is implied or inferred by this contract.



**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART III – FORM OF PROPOSAL**

<u># Units Available</u>	<u>Type Equipment/Description</u>	<u>Hourly Rate/Unit</u>
	Single Axle Dump Truck, 6-10 cy capacity, w/ Operator	
	Tandem Dump Truck, 12-18 cy capacity, w/ Operator	
	Tri-axle Dump Truck, 19-25 cy capacity, w/ Operator	
	Tractor Trailer Dump Truck, 26+ cy capacity, w/ Operator	
	Knuckle boom (wheeled), 10 ton lifting capacity, w/ Operator	
	Excavator (wheeled), Hydraulic, 1-2 cy bucket, w/ Operator	
	Excavator (wheeled), Hydraulic, 2-3 cy bucket, w/ Operator	
	Backhoe (wheeled, to include Skid Steers/Bobcats), with loader, 1cy bucket, w/ Operator	
	Backhoe (wheeled), with loader, 1.5cy bucket, w/ Operator	
	Front-end loader (wheeled), 1.5 – 3 cy bucket, w/ Operator	

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART III – FORM OF PROPOSAL**

<u># Units Available</u>	<u>Type Equipment/Description</u>	<u>Hourly Rate/Unit</u>
<input type="text"/>	Front-end loader (wheeled), 3 - 4 cy bucket, w/ Operator	<input type="text"/>
<input type="text"/>	Chainsaw, not less than 16" bar, w/ Operator	<input type="text"/>
<input type="text"/>	Laborer, with hand tools (i.e. shovels, axes, rakes, traffic control flags, etc.)	<input type="text"/>

Unit price No. 2

Gather, load, and haul vegetative debris (including containerized or bagged vegetative debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to American Property Experts, 2831 North Kerr Ave., Wilmington, NC 28405 (***Tippling Fees for Vegetative Debris direct delivery will be the responsibility of The Town of Wrightsville Beach***)

2) Unit Price No. 2     \$ \_\_\_\_\_ / cubic yard

Unit price No. 2A

Gather, load, haul, grind and dispose of vegetative debris (including containerized or bagged vegetative debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to the appropriate temporary Debris Management Site, (Primary, Overflow 1, Overflow 2) located on the Town's Municipal Complex. A copy of volume or weight ticket for each load from the receiving facility must be presented to the Town or the Town's debris monitoring firm. The facility must be permitted and/or an approved final disposition location as determined by NC-DEQ, Division of Solid Waste.

2A) Unit Price No. 2A     \$ \_\_\_\_\_ / cubic yard

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART III – FORM OF PROPOSAL**

Unit price No. 3

Gather, load and haul C&D debris from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to New Hanover County Subtitle D Landfill physically located at 5210 US-421, Wilmington, NC 28402. Bidders should anticipate average haul round trip of 32 miles. A copy of the weight ticket from New Hanover County Landfill for each load must be presented to the Town or the Town's debris monitoring firm. ***(Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach)***

3) Unit Price No. 3    \$ \_\_\_\_\_ / Ton C&D (as received at New Hanover County Landfill)

Unit price No. 3A

Gather, load and haul C&D debris from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to Waste Industries Subtitle D Landfill in Sampson County, physically located at 7434 Roseboro Highway, Roseboro, NC. Bidders should anticipate average haul round trip of 165 miles. A copy of the weight ticket from Waste Industries for each load must be presented to the Town or the Town's debris monitoring firm. ***(Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach)***

3A) Unit Price No. 3A \$ \_\_\_\_\_ / Ton C&D (as received at Waste Industries)

Unit price No. 3B

Alternative C&D debris operations, CONTRACTOR will gather, load and haul C&D (Construction and Demolition Debris) from roads, rights-of-way, public beaches and designated Public Property within the incorporated limits of the Town of Wrightsville Beach to the appropriate temporary Debris Management Site, (Primary, Overflow 1, Overflow 2) located on the Town's Municipal Complex.

3B) Unit Price No. 3B \$ \_\_\_\_\_ / CY C&D

Unit price No. 4

Manage each DMS as required (Primary, Overflow 1, Overflow 2) in good operating order, its coordination, safety and security, maintain adequate ingress and egress roads, and accept, measure, and stage (with adequate separation) storm generated vegetative and C&D debris delivered to the staging sites from CONTRACTOR, or the TOWN.

4) Unit Price No. 4    \$ \_\_\_\_\_ / cubic yard received at DMS

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART III – FORM OF PROPOSAL**

Unit price No. 5A

Gather, load and haul Sand Debris from roads, rights-of-way, and designated Public Property within the Town’s incorporated limits to the Sand Debris Staging Site as determined by the Town Manager or his designee.

5A) Unit Price No. 5A           \$ \_\_\_\_\_ / cubic yard

Unit price No. 5B

Sift sand, removing debris using a mechanical sifter with final sieve size not to exceed 1” (1-inch) in diameter, per CAMA requirements. The selected contractor will be responsible for the preparation of the Sand Staging Site, access road, management of this site, its coordination, and safety.

5B) Unit Price No. 5B           \$ \_\_\_\_\_ / cubic yard

Unit price No. 5C

Contractor will place sifted sand back on the public beach berm in areas designated by the Town Manager or his designee and shaped accordingly and in conjunction with any required permits. The Town Manager or his designee will designate areas of the public beach to build the required berm.

5C) Unit Price No. 5C           \$ \_\_\_\_\_ / cubic yard

**Alternative Bids requested:**

Unit price No. 6A

Load and haul C&D debris from Unit 3B) above received at the DMS facility, (Primary, Overflow 1, and Overflow 2) located on the Town’s Municipal Complex to New Hanover County Subtitle D Landfill physically located at 5210 US-421, Wilmington, NC 28402. Bidders should anticipate average haul round trip of 32 miles. A copy of the weight ticket from New Hanover County Landfill for each load must be presented to the Town or the Town’s debris monitoring firm. (*Tippling Fees for C&D will be the responsibility of The Town of Wrightsville Beach*)

6A) Unit Price No. 6A           \$ \_\_\_\_\_ / ton C&D (received at New Hanover County Landfill)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART III – FORM OF PROPOSAL**

Unit price No. 6B

Load and haul C&D debris from Unit 3B) above received at the DMS facility, (Primary, Overflow 1, and Overflow 2) located on the Town’s Municipal Complex to Waste Industries Subtitle D Landfill in Sampson County, physically located at 7434 Roseboro Highway, Roseboro, NC. Bidders should anticipate average haul round trip of 165 miles. A copy of the weight ticket from Waste Industries for each load must be presented to the Town or the Town’s debris monitoring firm. (*Tipping Fees for C&D will be the responsibility of The Town of Wrightsville Beach*)

6B) Unit Price No. 6B    \$ \_\_\_\_\_ / ton C&D (received at Waste Industries)

Unit price No. 7

Alternate White Goods (*non-putrescent*) operations, CONTRACTOR will gather, load, and haul white goods, i.e. washers, dryers, HVAC units, refrigerators, and freezers (those not containing spoiled and putrescent food) from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach and delivered to Southern Metals Recycling, located at 2923 US Highway 421 North, Wilmington, NC 28401. Units to be managed under this process will be identified by the Town or the Town’s debris monitoring firm. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach. A copy of the weight ticket from final disposition location must be presented to the Town or the Town’s debris monitoring firm.

7) Unit Price No. 7        \$ \_\_\_\_\_ / Unit delivered

Unit price No. 8

Alternate White Goods (*putrescent*) operations, CONTRACTOR will gather, load, haul, decontaminate and dispose of white goods, primarily refrigerators and freezers, (*those containing spoiled and putrescent food*) from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach. Any recyclable or scrap value associated with this scope of work will be returned to or directly payable to the Town of Wrightsville Beach. Units to be managed under this process will be identified by the Town or the Town’s debris monitoring firm. A copy of the weight ticket from final disposition location must be presented to the Town or the Town’s debris monitoring firm.

8) Unit Price No. 8        \$ \_\_\_\_\_ /Unit decontaminated and delivered

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART III – FORM OF PROPOSAL**

Unit price No. 9

Contractor is requested to provide an alternate bid to gather, load, haul, and dispose of Household Hazardous Waste (HHW), to include but not limited to: paints, solvents, herbicides, pesticides, fuel, etc. originating from residential household use, from roads, rights-of-way, and designated Public Property within the incorporated limits of the Town of Wrightsville Beach. Items to be managed under this process will be identified by the Town or the Town's debris monitoring firm. A copy of the weight ticket from final disposition location must be presented to the Town or the Town's debris monitoring firm.

9) Unit Price No. 9      \$ \_\_\_\_\_ / Pound (lb) HHW delivered

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
State of Incorporation

(Corporate Seal)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART IV – STATEMENT OF ASSURANCES & COMPLIANCE**

The undersigned, as bidder certifies that the General Conditions and Instructions to Bidders found in the bidding document dated March 1, 2018 have been read and understood.

The bidder hereby provides assurance that the Firm represented in this bid, as indicated below:

- 1) Will comply with all requirements, stipulations, terms and conditions as stated in the bid document:
- 2) Currently complies with all applicable State and Federal Laws:
- 3) Is not guilty of collusion with the vendors possibly interested in this bid or in determining prices to be submitted: and
- 4) Such agent as indicated below is officially authorized to represent the firm in whose name this bid is submitted.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Name of Firm Representative

\_\_\_\_\_

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address of Firm

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART IV – STATEMENT OF ASSURANCES & COMPLIANCE**

STATE OF NORTH CAROLINA

COUNTY OF NEW HANOVER

AFFIDAVIT AND CERTIFICATE OF  
NON-COLLUSION, NON-SUSPENSION AND NON-CONVICTION

The undersigned, being first duly sworn, deposes and says:

1. I understand that for the purposes of this affidavit, the term "bidder" shall include the person(s), firm(s), or corporation(s) signing this affidavit, the undersigned's subcontractor(s), subsidiary(ies) and affiliate(s) and any officer, director, employee or agent of the bidder; and the term "conviction" shall include guilty pleas, pleadings of nolo contendere and similar pleas.

2. This Affidavit and Certificate is made in accordance with Article 3 of Chapter 133 of the North Carolina General Statutes; I certify that this proposal is made without prior understanding, agreement, or connection with any person(s), firm(s), or corporation(s) making bids or proposals; I further certify that the bidder has not entered into any agreement with any other bidder or prospective bidder or with any other person(s), firm(s) or corporation(s) relating to the price named in said proposal, nor any agreement or arrangement under which any person(s), firm(s) or corporation(s) is to refrain from bidding, nor any agreement or arrangement for any act or omission in restraint of free competition among bidders; I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and I further certify that the bidder will abide by all terms of this bid or proposal.

3. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

Suspension and Debarment

(a) This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(b) The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.



**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART IV – STATEMENT OF ASSURANCES & COMPLIANCE**

(c) This certification is a material representation of fact relied upon by TOWN. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to TOWN and North Carolina Department of Public Safety, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(d) The contractor agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C throughout the period of this contract that may arise from this offer. The contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

4. Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform 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;

5. Are not presently indicted for or otherwise criminally or civil charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph 4. of this certification; and

6. 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; and

7. If, during the time of this proposal, from the date advertised to the date bids are opened, the bidder is indicted or convicted of bid-rigging, I understand this proposal shall be rejected and not considered for award.

8. Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended). No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART IV – STATEMENT OF ASSURANCES & COMPLIANCE**

undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

9. I hereby affirm that all information contained in this affidavit is true, correct, accurate and complete, and any untrue, incorrect, inaccurate or incomplete statements will result in the disqualification and rejection of this proposal. I certify that I am authorized to sign this bid and to make the representations set forth herein on behalf of myself and the bidder.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

COMPANY NAME \_\_\_\_\_

BY: \_\_\_\_\_

(Owner, Partner, or Corporate President, Vice President or Assistant Vice President only)

ATTEST:

\_\_\_\_\_  
(Secretary, Assistant Secretary,  
Cashier or Assistant Cashier only)

(CORPORATE SEAL)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART IV – STATEMENT OF ASSURANCES & COMPLIANCE**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public, certify that  
(Name)

\_\_\_\_\_ personally came  
(Name of Secretary, Assist. Sec., Cashier, Assist. Cashier)

before me this day and acknowledged that he (she) is \_\_\_\_\_  
(Secretary, Assist. Sec.,

\_\_\_\_\_ of \_\_\_\_\_, a  
Cashier, Assist. Cashier) (Name of Corporation)

corporation, and that by authority duly given and as the act of the corporation, the

foregoing Affidavit was signed in its name by its \_\_\_\_\_,  
(President, Vice President, Assist. Vice President)

sealed with its corporate seal, and attest by himself (or herself) as its  
\_\_\_\_\_.

(Secretary, Assist. Sec., Cashier, Assist. Cashier)

WITNESS my hand and official seal, this the \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_  
(SEAL)

(TO BE EXECUTED ON BEHALF OF THE CONTRACTOR)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART V – EXECUTION OF AGREEMENT**

IN WITNESS WHEREOF, the TOWN has caused this agreement to be duly executed in its name and behalf and the CONTRACTOR has caused this agreement to be duly executed in its name and behalf and its corporate seal to be hereunto affixed, and attested to.

TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA

BY: \_\_\_\_\_  
Tim Owens, Town Manager

ATTEST:

\_\_\_\_\_  
Sylvia Holleman, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
John Wessell, Town Attorney

TOWN ACCOUNTANT'S CERTIFICATION

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Erica Walters, Finance Director

Purchase Orders will be created at time of need.

Name of Company: \_\_\_\_\_

ATTEST:  
\_\_\_\_\_

BY:  
\_\_\_\_\_  
President, Vice President, Assistant  
Vice President

\_\_\_\_\_  
Secretary, Assistant Secretary,  
Trust Officer

(CORPORATE SEAL)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART V – EXECUTION OF AGREEMENT**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public, certify that the corporation's Secretary, Assist. Secretary or Trust Officer, Mr./Mrs./Ms. \_\_\_\_\_ personally came before me this day and acknowledged that he (she) is the \_\_\_\_\_ of \_\_\_\_\_, a corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its President, Vice President, or Assist. Vice President, Mr./Mrs./Ms. \_\_\_\_\_, sealed with its Corporate Seal, and attested by himself (herself) as its Secretary, Assist. Secretary or Trust Officer.

WITNESS my hand and official seal this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

(SEAL)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART VI – BONDS & SURETIES**

PERFORMANCE BOND

TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA

PRINCIPAL: \_\_\_\_\_

SURETY: \_\_\_\_\_

BOND AMOUNT: \_\_\_\_\_

\_\_\_\_\_ DOLLARS (\$\_\_\_\_\_)

BOND DATE: \_\_\_\_\_

CONTRACT NUMBER: \_\_\_\_\_

"KNOW ALL MEN BY THESE PRESENTS, That we, the PRINCIPAL AND SURETY above named, are held and firmly bound unto the TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA, hereinafter called the TOWN, in the penal sum of the amount stated above for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

"THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal entered into a certain contract with the TOWN, numbered as shown above and hereto attached:

"NOW, THEREFORE, if the Principal shall well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements of said contract during the original term of said contract and any extensions thereof that may be granted by the TOWN, with or without notice to the Surety, and during the life of any guaranty required under the contract, and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements of any and all duly authorized modifications of said contract that may hereafter be made, notice of which modifications to the Surety being hereby waived, then, this obligation to be void, otherwise to remain in full force and virtue.

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART VI – BONDS & SURETIES**

"IN WITNESS WHEREOF, the above-bounden parties have executed this instrument under their several seals on the date indicated above, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body."

(CORPORATE SEAL)

ATTEST:

PRINCIPAL:

\_\_\_\_\_  
Secretary

\_\_\_\_\_

By: \_\_\_\_\_

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

SURETY: \_\_\_\_\_

WITNESS:

By: \_\_\_\_\_

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

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART VI – BONDS & SURETIES**

PAYMENT BOND

TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA

PRINCIPAL: \_\_\_\_\_

SURETY: \_\_\_\_\_

BOND AMOUNT: \_\_\_\_\_

\_\_\_\_\_ DOLLARS (\$\_\_\_\_\_)

BOND DATE: \_\_\_\_\_

CONTRACT NUMBER: \_\_\_\_\_

"KNOW ALL MEN BY THESE PRESENTS, That we, the PRINCIPAL AND SURETY above named, are held and firmly bound unto the TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA, hereinafter called the TOWN, in the penal sum of the amount stated above for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

"THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal entered into a certain contract with the TOWN, numbered as shown above and hereto attached:

"NOW, THEREFORE, if the Principal shall promptly make payment to all persons supplying labor and material in the prosecution of the work provided for in said contract, and any and all duly authorized modifications of said contract that may hereafter be made, notice of which modifications to the Surety being hereby waived, then this obligation to be void; otherwise to remain in full force and virtue.



**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART VI – BONDS & SURETIES**

"IN WITNESS WHEREOF, the above-bounden parties have executed this instrument under their several seals on the date indicated above, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body."

(CORPORATE SEAL)

ATTEST:

PRINCIPAL:

\_\_\_\_\_  
Secretary

\_\_\_\_\_

By: \_\_\_\_\_

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

SURETY: \_\_\_\_\_

WITNESS:

By: \_\_\_\_\_

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

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY CONTRACT**

**PART VI – BONDS & SURETIES**

(TO BE EXECUTED ON BEHALF OF SURETY AGENT)

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the subscriber, Notary Public of the State of \_\_\_\_\_, in and for the County of \_\_\_\_\_, duly commissioned and qualified came \_\_\_\_\_, to me personally known, and to me personally known to be the individual who executed the foregoing Payment Bond and Performance Bond: Pages 39, 40, 41, and 42, and he acknowledges the execution of the same, and being by me duly sworn deposes and says that he has Power-of-Authority from \_\_\_\_\_, with their principal offices at \_\_\_\_\_, to execute the preceding instruments in the amount specified in the Payment Bond and Performance Bond on their behalf, that his signature was duly affixed and he subscribed to the said Payment Bond and Performance Bond by authority and direction of said corporation.

IN WITNESS, I have hereunto set my hand and affixed my official seal at the City of \_\_\_\_\_, the day and year first above written.

\_\_\_\_\_  
Notary Public

My Commission expires:

\_\_\_\_\_

(SEAL)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY**  
**CONTRACT**

**PART VII – ATTACHMENTS**

POWER OF ATTORNEY

DOCUMENTS

(Attached hereto original or validated documents which give to individual who signed Contract Bond Power of Attorney for Surety)

**TOWN OF WRIGHTSVILLE BEACH**  
**DISASTER DEBRIS RESPONSE AND RECOVERY**  
**CONTRACT**

**PART VII – ATTACHMENTS**

INSURANCE CERTIFICATES

(Staple Insurance Certificates as required under Part I, Section 6.00 to this sheet)