



Community and Business Development

Request for Proposal #: 320-160421AH Re-bid

Urgent Repair & Housing Repair (5) Properties

Date of Issue: 05/11/2021

Proposal Opening Date: 05/20/2021

At 02:00 PM ET

Direct all inquiries concerning this RFP to:

Aaron Harris

MWBE Coordinator

Email: Aaron.Harris@rockymountnc.gov

Phone: 252-972-1236

CITY OF ROCKY MOUNT
Community and Business Development

Refer ALL Inquiries regarding this RFP to:

Aaron Harris
MWBE Coordinator
252-972-1236

Request for Proposal # 320-160421AH Re-Bid

Proposals will be publicly opened:05/10/2021

Contract Type: Construction and Repair

EXECUTION

In compliance with this Request for Proposals (RFP), and subject to all the conditions herein, the undersigned Contractor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this proposal, the undersigned Contractor certifies that this proposal is submitted competitively and without collusion (G.S. 143-54), that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that it is not an ineligible Contractor as set forth in G.S. 143-59.1. False certification is a Class I felony. Furthermore, by executing this proposal, the undersigned certifies to the best of Contractor's knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or the City. As required by G.S. 143-48.5, the undersigned Contractor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFP, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system. G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any City Employee associated with the preparing plans, specifications, estimates for public Contract; or awarding or administering public Contracts; or inspecting or supervising delivery of the public Contract of any gift from anyone with a Contract with the City, or from any person seeking to do business with the City. By execution of this response to the RFP, the undersigned certifies, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Failure to execute/sign proposal prior to submittal shall render proposal invalid and it WILL BE REJECTED. Late proposals cannot be accepted.

COMPLETE/FORMAL NAME OF CONTRACTOR:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO CONTRACTORS ITEM #12):		
PRINT NAME & TITLE OF PERSON SIGNING ON BEHALF OF CONTRACTOR:	CONTRACTOR LICENSE NO:	
CONTRACTOR'S AUTHORIZED SIGNATURE*:	DATE:	EMAIL:

Offer valid for at least 60 days from date of proposal opening, unless otherwise stated here: _____ days.

ACCEPTANCE OF PROPOSAL

If any or all parts of this proposal are accepted by the City of Rocky Mount, an authorized representative of the City of Rocky Mount Purchasing Office shall affix his/her signature hereto and this document and all provisions of this Request for Proposal along with the Contractor proposal response and the written results of any negotiations shall then constitute the written agreement between the parties. A copy of this acceptance will be forwarded to the successful Contractor(s).

FOR CITY USE ONLY: Offer accept, and Contract awarded this _____ day of _____, 2021, as indicated on the attached certification, for property/properties _____ in the amount of \$ _____ by _____.

(Authorized Representative of City of Rocky Mount Purchasing Office)

PRE-AUDIT

This instrument has been pre-audited in the manner required by the Budget and Fiscal Control Act.

Finance Director

Date

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1.0 PURPOSE AND BACKGROUND

The mission of the Department of Community and Business Development is to enhance the quality of life for Rocky Mount's residents. This enhancement can be accomplished through key focus areas, such as: revitalizing targeted neighborhoods, ultimately providing more accessible, safe, healthy and affordable housing; creating a sustainable economy with a focus on local, minority and women-owned businesses; and building collaborative networks to provide the necessary training for workforce development.

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any addenda issued hereto.

1.1 PROGRAM INFORMATION

Urgent Repair Program:

The City of Rocky Mount is offering a forgivable loan up to \$12,500 in funding to assist with the rehabilitation of deteriorated homes that are owned and occupied by very low-income households. The goals of the Urgent Repair Program are:

- To alleviate housing conditions which post an imminent threat to the life or safety of very low-income homeowners with special needs; and
- To provide accessibility modifications and other repairs necessary to prevent displacement of very low-income homeowners with special needs, such as the frail elderly and persons with disabilities

Eligible repairs include flooring system, system upgrades (i.e. plumbing, electrical, and HVAC), roof repair and/or replacement, lead, mold, or asbestos abatement, and accessibility features for entering and exiting the home. The Urgent Repair Program is funded by the North Carolina Housing Finance Agency and City of Rocky Mount General Fund.

Housing Repair Program:

Also, the City of Rocky Mount is offering a forgivable loan for up to \$12,500 for homeowners to have eligible repairs to their homes that are at least fifty (50) years old.

Eligible repairs include energy efficiency improvements (i.e. replacement windows and doors), system upgrades (i.e. plumbing, electrical, and HVAC), roof repair and/or replacement, water heater replacement, lead, mold, or asbestos abatement, and accessibility features for entering and exiting the home.

The Housing Repair Program is funded by Community Development Block Grant (CDBG) and the City of Rocky Mount General Fund.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR PROPOSAL DOCUMENT

The RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award. All attachments and addenda released for this RFP in advance of any Contract award are incorporated herein by reference.

2.2 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS

It shall be the Vendor's responsibility to read the Instructions, the Cities terms and conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors also are responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions, issues, or exceptions regarding any term, condition, or other component within this RFP, those must be submitted as questions in accordance with the instructions in Section 2.4 PROPOSAL QUESTIONS. If the City determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFP addendum. The City may also elect to leave open the possibility for later negotiation and amendment of specific provisions of the Contract that have been addressed during the question and answer period. Other than through this process, the City rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor's proposal. This applies to any language appearing in or attached to the document as part of the

Vendor’s proposal that purports to vary any terms and conditions or Vendors’ instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor’s proposal shall constitute a firm offer. **By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded. Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor’s proposal as nonresponsive.**

Contact with anyone working for or with the City regarding this RFP other than the City Contract Specialist named on the face page of this RFP in the manner specified by this RFP shall constitute grounds for rejection of said Vendor’s offer, at the City’s election.

2.3 RFP SCHEDULE

The table below shows the *intended* schedule for this RFP. The City will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Proposal issued date	City	Tuesday, 05/11/2021
Site Visit	City	Monday, 05/17/2021 at 10:00 am
Submit Written Questions	Contractor	Tuesday, 05/18/2021
Provider Response to Questions /Addendum	City	Wednesday, 05/19/2021
Submit Proposals	Contractor	Thursday, 05/20/2021 at 2:00 pm
Contract Award	City	TBD
Contract Effective Date	City	TBD

Urged and Cautioned Instructions: Contractor representatives are URGED and CAUTIONED to visit the site and apprise themselves of the conditions and requirements which will affect the performance of the work called for by this Request for Proposal. Submission of a proposal shall constitute sufficient evidence of this compliance and no allowance will be made for unreported conditions which a prudent Contractor would recognize as affecting the performance of the work called for in this proposal.

Meet in front parking lot of City Hall, located at 331 S. Franklin Street before this site visit on Wednesday 05/17/2021 at 10:00 am

Contractor is cautioned that any information released to attendees during the site visit, other than that involving the physical aspects of the facility referenced above, and which conflicts with, supersedes, or adds to requirements in this Request for Proposal, must be confirmed by written addendum before it can be considered to be a part of this proposal.

2.4 PROPOSAL QUESTIONS

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the above due date.

Written questions shall be emailed to Aaron.Harris@rockymountnc.gov by the date and time specified above. Vendors should enter “RFP # 320-180321AH: Questions” as the subject for the email. Questions submittals should include a reference to the applicable RFP section and be submitted in a format shown below:

Reference	Vendor Question
RFP Section, Page Number	Vendor question ...?

Questions received prior to the submission deadline date, the City’s response, and any additional terms deemed necessary by the City will be posted in the form of an addendum the City of Rocky Mount Purchasing web-page and/or to the Interactive

Purchasing System (IPS), <http://www.ips.state.nc.us>, and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any City personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in an Addendum to this RFP.

2.5 PROPOSAL SUBMITTAL

IMPORTANT NOTE: This is an absolute requirement. Vendor shall bear the risk for late submission due to unintended or unanticipated delay—whether submitted electronically, delivered by hand, U.S. Postal Service, courier or other delivery service. It is the Vendor’s sole responsibility to ensure its proposal has been submitted to this Office by the specified time and date of opening. The time and date of submission will be marked on each proposal when received. Any proposal submitted after the proposal deadline will be rejected. For hand delivered bids please note that the Frederick E. Turnage Municipal Building requires all visitors to sign in with the guard stationed on the first floor. Visitors will only have access through the building accompanied with a City employee.

[By Mail]

Mailing address for delivery of proposal via US Postal Service	Office Address of delivery by any other method (special delivery, overnight, or any other carrier).
PROPOSAL NUMBER: 320-160421AH Attn: Aaron Harris City of Rocky Mount PO Box 1180 Rocky Mount NC 27802	PROPOSAL NUMBER: 320-160421AH Attn: Aaron Harris City of Rocky Mount 331 S. Franklin Street Rocky Mount NC 27802

For proposals submitted via U.S. mail, please note that the U.S. Postal Service generally does not deliver mail to a specified street address but to the City’s Mail Service Center. Vendors are cautioned that proposals sent via U.S. Mail, including Express Mail, may not be delivered by the Mail Service Center to the department’s purchasing office on the due date in time to meet the proposal deadline. All Vendors are urged to take the possibility of delay into account when submitting a proposal by U.S. Postal Service, courier, or other delivery service. **Attempts to submit a proposal via facsimile (FAX) machine, telephone or email in response to this RFP shall NOT be accepted.**

- a) Submit **one (1) signed, original executed** proposal responses, one [1] photocopy to the address identified in the table above.
- b) Submit your proposal in a sealed package. Clearly mark each package with: (1) Vendor name; (2) the RFP number; and (3) the due date. Address the package(s) for delivery as shown in the table above. If Vendor is submitting more than one (1) proposal, each proposal shall be submitted in separate sealed envelopes and marked accordingly. For delivery purposes, separate sealed envelopes from a single Vendor may be included in the same outer package. Proposals are subject to rejection unless submitted with the information above included on the outside of the sealed proposal package.

2.6 PROPOSAL CONTENTS

Vendors shall populate all attachments of this RFP that require the Vendor to provide information and include an authorized signature where requested. Vendor RFP responses shall include the following items and those attachments should be arranged in the following order:

- a) Cover Letter
- b) Title Page: Include the company name, address, phone number and authorized representative along with the Proposal Number.

- c) Completed and signed version of EXECUTION PAGES, along with the body of the RFP and signed receipt pages of any addenda released in conjunction with this RFP (if required to be returned).
- d) Completed version of ATTACHMENT A: PRICING
- e) ATTACHMENT B: ACCEPTANCE CONTRACT TERMS AND CONDITIONS
- f) ATTACHMENT C: SECTION 3 CLAUSE
- g) ATTACHMENT D: CERTIFICATION REGARDING DEBARMENT
- h) ATTACHMENT E: CONTRACTORS BID QUALIFICATIONS
- i) ATTACHMENT F: SUPPLEMENTAL CONTRACTOR INFORMATION
- j) ATTACHMENT G: IDENTIFICATION OF HUB CERTIFIED/MINORITY BUSINESS PARTICIPATION
- k) ATTACHMENT J: E-VERIFY
- l) ATTACHMENT K: IRAN DIVESTEMENT ACT

2.7 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

- a) **BUYER:** The employee of the City or Other Eligible Entity that places an order with the Contractor.
- b) **CONTRACTOR:** Supplier, bidder, proposer, company, firm, corporation, partnership, individual or other entity submitting a response to a Request for Proposal.
- c) **CONTRACT LEAD:** Representative of the City of Rocky Mount Purchasing Office who corresponds with potential Contractors in order to identify and contract with that Contractor providing the greatest benefit to the City and who will administer this contract for the City.
- d) **QUALIFIED PROPOSAL:** A responsive proposal submitted by a responsible Contractor.
- e) **RFP:** Request for Proposal
- f) **SERVICES or SERVICE DELIVERABLES:** The tasks and duties undertaken by the Contractor to fulfill the requirements and specifications of this solicitation.

3.0 METHOD OF AWARD AND PROPOSAL EVALUATION PROCESS

3.1 METHOD OF AWARD

Pursuant to North Carolina General Statutes Section 143-131, "award shall be made to the lowest responsible, responsive bid or bidders, taking into consideration quality, performance and the time specified in the proposals for the performance of the contract."

While the intent of this RFP is to award Contracts to multiple Contractors for different properties, the City reserves the right to make a single award to one Contractor, to not award one or more properties or to cancel this RFP in its entirety without awarding a Contract, if it is considered to be most advantageous to the City to do so.

The City reserves the right to waive any minor informality or technicality in proposals received.

3.2 CONFIDENTIALITY AND PROHIBITED COMMUNICATIONS DURING EVALUATION

During the evaluation period—from the date proposals are opened through the date the contract is awarded—each Vendor submitting a proposal (including its representatives, sub-contractors and/or suppliers) is prohibited from having any communications with any person inside or outside the using department, issuing department, other government department office, or body (including the purchaser named above, department secretary, department head, members of the general assembly and/or governor's office), or private entity, if the communication refers to the content of Vendor's proposal or qualifications, the contents of another Vendor's proposal, another Vendor's qualifications or ability to perform the contract, and/or the transmittal of any other communication of information that could be reasonably considered to have the effect of directly or indirectly influencing the evaluation of proposals and/or the award of the contract. A Vendor not in compliance with this provision shall be disqualified from contract award, unless it is determined in the City's discretion that the communication was harmless, that it was made without intent to influence and that the best interest of the City would not

be served by the disqualification. A Vendor's proposal may be disqualified if its sub-contractor and supplier engage in any of the foregoing communications during the time that the procurement is active (i.e., the issuance date of the procurement to the date of contract award). Only those discussions, communications or transmittals of information authorized or initiated by the issuing department for this RFP or general inquiries directed to the purchaser regarding requirements of the RFP (prior to proposal submission) or the status of the contract award (after submission) are excepted from this provision.

3.3 INTERPRETATION OF TERMS AND PHRASES

This Request for Proposal serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by the Department; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. As such, all terms in the Request for Proposal shall be enforceable as contract terms in accordance with the General Contract Terms and Conditions. The use of phrases such as "shall," "must," and "requirements" are intended to create enforceable contract conditions. In determining whether proposals should be evaluated or rejected, the Department will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the Department's needs as described in the Request for Proposal. Except as specifically stated in the Request for Proposal, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in the Department exercising its discretion to reject a proposal in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFP. By submitting a proposal, the Vendor agrees to meet all stated requirements in this Section as well as any other specifications, requirements and terms and conditions stated in this RFP. If a Vendor is unclear about a requirement or specification or believes a change to a requirement would allow for the City to receive a better proposal, the Vendor is urged and cautioned to submit these items in the form of a question during the question and answer period in accordance with Section 2.4.

4.1 PRICING

Proposal price shall constitute the total cost to Buyer for complete performance in accordance with the requirements and specifications herein, including all applicable charges handling, administrative and other similar fees. Vendor shall not invoice for any amounts not specifically allowed for in this RFP. Complete ATTACHMENT A: PRICING FORM and include in Proposal.

4.2 INVOICES

a) Contractors are only allowed to submit one invoice after all the work is completed, passed the City's inspections, pass Triangle Construction inspection and following submittal all required paperwork.

b) Invoices must be submitted to the following address: City of Rocky Mount

Attn: Accounts Payable

PO Box 1180

Rocky Mount, NC 27802

4.3 CONTRACTOR EXPERIENCE/ REFERENCES

In its Proposal, Vendor shall demonstrate experience with public and/or private sector clients with similar or greater size and complexity to the City of Rocky Mount. Vendor shall provide information as to the qualifications and experience of all executive, managerial, legal, and professional personnel to be assigned to this project, including resumes citing experience with similar projects and the responsibilities to be assigned to each person.

4.4 REFERENCES

Vendors shall provide at least three (3) references for which your company has provided Services of similar size and scope to that proposed herein. The City may contact these users to determine the Services provided are substantially similar in

scope to those proposed herein and Vendor’s performance has been satisfactory. The information obtained may be considered in the evaluation of the proposal.

COMPANY NAME	CONTACT NAME	TELEPHONE NUMBER

4.5 PERSONNEL

Vendor shall not substitute key personnel assigned to the performance of this Contract without prior written approval by the Contract Lead. Vendor shall notify the Contract Lead of any desired substitution, including the name(s) and references of Vendor’s recommended substitute personnel. The City will approve or disapprove the requested substitution in a timely manner. The City may, in its sole discretion, terminate the services of any person providing services under this Contract. Upon such termination, the City may request acceptable substitute personnel or terminate the contract services provided by such personnel.

4.6 VENDOR’S REPRESENTATIONS

- a) Vendor warrants that qualified personnel shall provide Services under this Contract in a professional manner. “Professional manner” means that the personnel performing the Services will possess the skill and competence consistent with the prevailing business standards in the industry. Vendor agrees that it will not enter any agreement with a third party that may abridge any rights of the City under this Contract. Vendor will serve as the prime contractor under this Contract and shall be responsible for the performance and payment of all subcontractor(s) that may be approved by the City. Names of any third-party Vendors or subcontractors of Vendor may appear for purposes of convenience in Contract documents; and shall not limit Vendor’s obligations hereunder. Vendor will retain executive representation for functional and technical expertise as needed in order to incorporate any work by third party subcontractor(s).
- b) If any Services, deliverables, functions, or responsibilities not specifically described in this Contract are required for Vendor’s proper performance, provision and delivery of the service and deliverables under this Contract, or are an inherent part of or necessary sub-task included within such service, they will be deemed to be implied by and included within the scope of the contract to the same extent and in the same manner as if specifically described in the contract. Unless otherwise expressly provided herein, Vendor will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Vendor to provide and deliver the Services and Deliverables.
- c) Vendor warrants that it has the financial capacity to perform and to continue perform its obligations under the contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.

5.0 SCOPE OF WORK

5.1 GENERAL

- a. Contractors are to include all overhead and profit in the individual items.
- b. Owner, after careful review, understands and accepts the scope of work described and has initialed and dated each page of the work write up.

- c. Contractor certifies that he/she has reviewed and agrees to perform the scope of work described and has initialed and dated each page of the work write up.
- d. Contractor shall remedy any defect due to faulty material or workmanship and pay for all damage to other work resulting therefrom, which appear within one year from final payment by the City. All reported deficiencies or issues must be resolved by the Contractor whether due to the work of subcontractors or not. The City will not contact subcontractors to resolve issues. Further, contractor shall furnish owner with all manufactures' and supplier's written warranties covering items furnished under the contract prior to release of final payment. Roof replacement work requires a two-year warranty.
- e. Remove from site all construction materials, tools and debris. Sweep clean all exterior work areas. Vacuum all interior work areas, removing all visible dust, stains, labels and tags.
- f. All painting must be of the highest quality. The surfaces must be prepared and inspected before painting.
- g. The primer and topcoats must be the same tint.
- h. Paint and Primer shall be the following or approved equal:
 Sherwin Williams "Super Paint", "Resilience", "Duration" or "Emerald".

All work is to comply with current North Carolina State Building Code, City of Rocky Mount Rehabilitation Standards for Single-Family Structures, performance manual guidelines and or local building, electrical and plumbing codes with inspections and permits when applicable. All work will be done in quality and workmanlike manner. All material must be new, no re-used material.

When the Work Scope calls for an item to be removed and replaced, the contractor is to secure the owner's approval to dispose of the item rather than turning the item over to the owner.

HOME LAYOUTS AND IMAGES

Images are available for each home per request. Email Aaron.Harris@rockymountnc.gov for pictures of the exterior and interior of the home. A PDF of the home layout will be available in the bid folder at <https://rockymountnc.gov/bids>.

HVAC SPECIAL INSTRUCTIONS

If a HVAC system is listed as a major repair for the property, the brand may be pre-determined by the homeowner. When preparing a response to the solicitation ensure that your proposal is adequate for cost of any of the approved brands below:

- a. Trane
- b. Carrier
- c. Rheem
- d. York

PROPERTY A: 108 Coventry Rocky Mount, NC 27804



Brief Description & Concerns:

This single-story house was built in 1949. The interior has two bedrooms, kitchen, living room and 1bathroom. The total square footage is approximately 1,100 sf. The main concerns are the exterior siding, HAVC. Major renovations include:

- Floor
- Bath Fixtures

REPAIRS

300. EXTERIOR/INTERIOR ITEMS

Location: 2 - Hall

4110 FLOOR ASSEMBLY—HALL

Remove floor covering and underlayment. Repair/ replace subfloor and joists, seals and bands as needed to restore floor to a sound and level condition. Install 5/16" underlayment, vinyl sheet goods, and shoe molding.

300. EXTERIOR/INTERIOR ITEMS

Location:3 -Bathroom hall

4110 FLOOR ASSEMBLY--BATH/KIT

Remove all fixtures not built-in. Remove floor covering and underlayment. Repair/ replace subfloor and joists to restore floor to sound and level condition. Install 5/16" underlayment and vinyl sheet goods w/ owner's choice of shoe molding or vinyl base.

5560 PREP & PAINT BATHROOM

Remove/cover all hardware and fixtures not to be painted. Wet scrape all loose, cracked, peeling, blistered surfaces. Clean surfaces with non-phosphate detergent. Fill all holes and cracks. Spot prime with acrylic latex. Apply top coat of owner's choice of premixed acrylic latex semi-gloss.

6901 VANITY--30" COMPLETE

Install a 30" plywood vanity; including top with backsplash, wash bowl and single lever brass bodied chrome faucet with a maximum 1.5 GPM flow rate. Include PVC drain attached to a code legal plumbing vent, use type L copper or PEX supply piping with brass bodied stops on all supply lines. Seal all penetration through the floor, walls and cabinet for plumbing connections using expanding foam or caulk and cover with chrome escution plates. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.

7010 COMMODE--REPLACE--1.6 GPF

Install a 2 piece, close coupled, white, vitreous china, commode with a maximum water usage per flush of 1.6 Gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal. Use 14" rough-in when replacing wall hung commode, and 12" rough-in to replace close coupled commode.

7290 SHOWER--HANDICAPPED

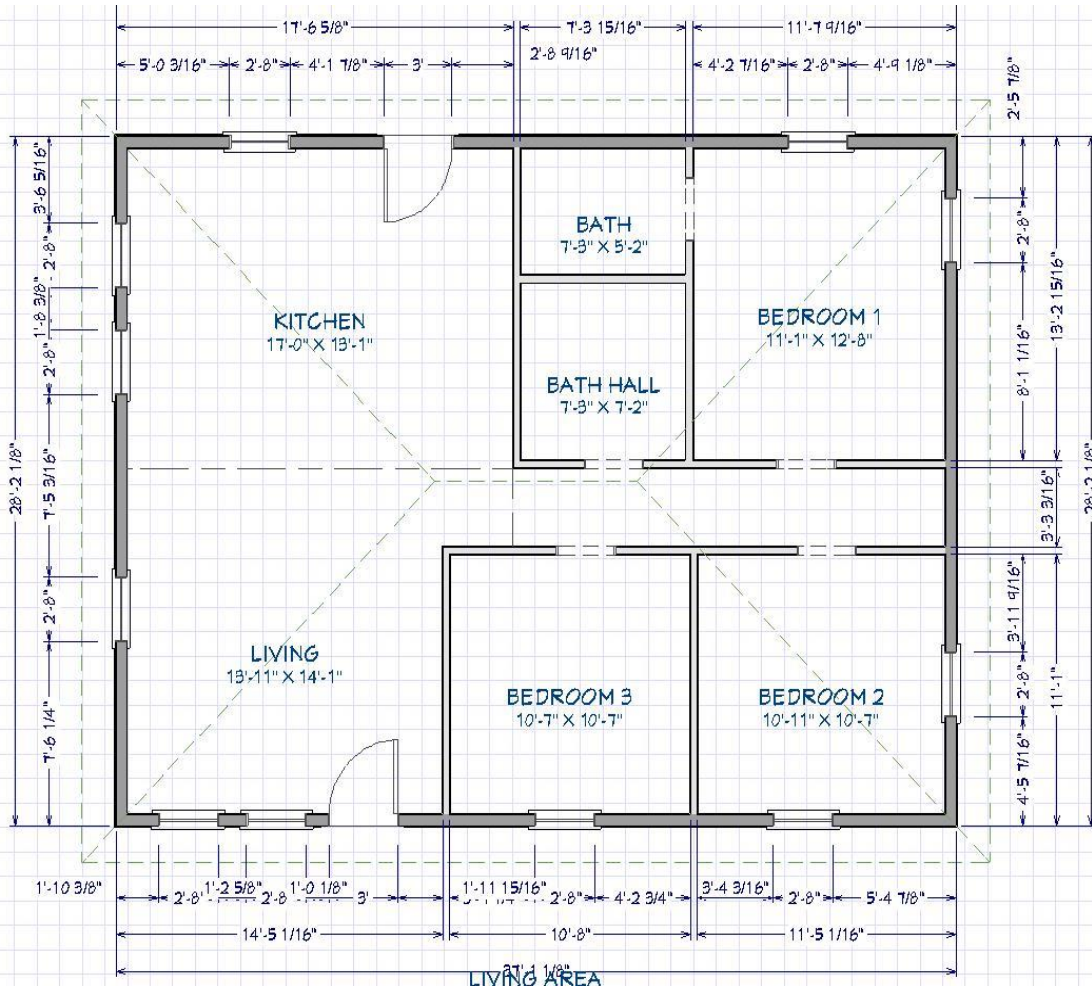
Install a 3'x3' shower stall recommended for handicapped use. Floor shall be non-slip with a maximum 1/2" lip at entrance. Include hinged seat 19" off floor and a 1-1/2" outside diameter chrome grab bar on opposite wall. A single lever control valve shall feed a fixed shower head and a hand held shower with 5' of stainless steel wrapped hose, through a single lever diversion valve.

300. EXTERIOR/INTERIOR ITEMS

Location: 4 - Bedroom off bedroom

4110 FLOOR ASSEMBLY--BATH/KIT

Remove all fixtures not built-in. Remove floor covering and underlayment. Repair/ replace subfloor and joists to restore floor to sound and level condition. Install 5/16" underlayment and vinyl sheet goods w/ owner's choice of shoe molding or vinyl base. Reinstall fixtures. Check for leaks. Correct all damage to walls, and fixtures caused by removing/reinstalling.



PROPERTY B: 1804 Augustus Dr. Rocky Mount N.C.**Brief Description & Concerns:**

This home was built in 1976. The interior has three bedrooms, 2 baths, kitchen, Family room, living room and one bathroom. The total square footage is approximately 1,400 sf. The main concerns with this property is flooring in 2 bath rooms and fixtures.

Major renovations include:

- Damaged floor in both bathrooms
- Handicap accessible shower

Repairs:**Location: 2 - Bathroom hall master****4105 FLOOR SYSTEM—MASTER BATH**

Remove all fixtures not built in. Remove floor covering and underlayment. Repair/ replace subfloor and joists to restore floor to sound and level condition. Install 5/16" underlayment and vinyl sheet goods w/ owner's choice of shoe molding or vinyl base. Reinstall fixtures. Check for leaks. Correct all damage to walls, and fixtures caused by removing/reinstalling.

5575 PREP & PAINT MASTER BATHROOM

Remove/cover all hardware, fixtures, furniture & personal items, not to be painted. Scrape loose, cracked, peeling, blistered surfaces. Feather edges & dull gloss surfaces with sandpaper. Fill all holes/ cracks. Spot prime and topcoat trim, ceiling, walls, doors & windows with owner's choice of finish and premixed acrylic latex. Include any closets. Replace furniture. Vacuum room.

6901 VANITY--30" COMPLETE

Install a 30" plywood vanity: including top with backsplash, wash bowl and single lever brass bodied chrome faucet with a maximum 1.5 GPM flow rate. Include PVC drain attached to a code legal plumbing vent, use type L copper or PEX supply piping with brass bodied stops on all supply lines. Seal all penetration through the floor, walls and cabinet for plumbing connections using expanding foam or caulk and cover with chrome plates. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low-VOC sealant.

7012 COMMODE--REPLACE--1.28 GPF

Install a maximum 1.28 GPF white WaterSense® Certified, vitreous china commode tested through the latest edition of the "Maximum Performance" (MaP) testing project that has shown to score 800 or better on the MaP Flush Performance test (grams of solid waste removed in a single flush), such as the American Standard FloWise Compact Cadet 3 EL 2568.128. See the following link for the MaP Test Results: <http://www.cuwcc.org/WorkArea/showcontent.aspx?id=14058> Include a manufacturer's approved plastic or pressed wood white seat, supply pipe, shut-off valve, and wax seal.

7290 **SHOWER--HANDICAPPED**

Install a 3'x3' shower stall recommended for handicapped use. Floor shall be non-slip with a maximum 1/2" lip at entrance. Include hinged seat 19" off floor and a 1-1/2" outside diameter chrome grab bar on opposite wall. A single lever control shall feed a fixed shower head and a handheld shower with 5' of stainless steel wrapped hose, through a single lever diversion valve

Location: 3 - Bathroom hall

4110 **FLOOR ASSEMBLY—BATH HALL**

Remove all fixtures not built in. Remove floor covering and underlayment. Repair/ replace subfloor and joists to Restore floor to sound and level condition. Install 5/16" underlayment and \$8/yard vinyl sheet goods w/ owner's choice of shoe molding or vinyl base. Reinstall fixtures. Check for leaks. Correct all damage to walls, and fixtures caused by removing/reinstalling.

5575 **PREP & PAINT**

Remove/cover all hardware, fixtures, furniture & personal items, not to be painted. Scrape loose, cracked, peeling, blistered surfaces. Feather edges & dull gloss surfaces with sandpaper. Fill all holes/ cracks. Spot prime and topcoat trim, ceiling, walls, doors & windows with owner's choice of finish and premixed acrylic latex

6901 **VANITY--30" COMPLETE**

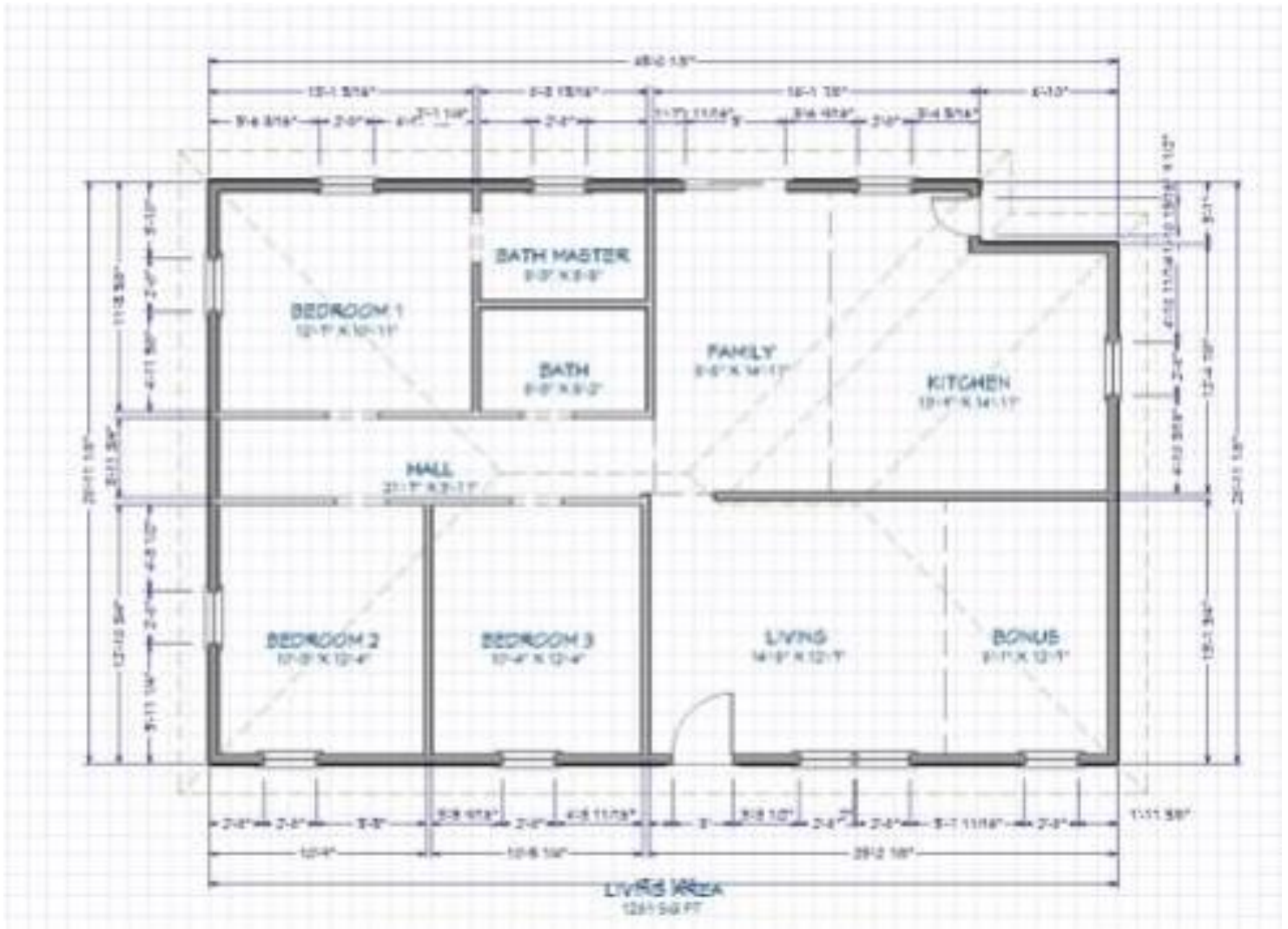
Install a 30" plywood vanity; including top with backsplash, wash bowl and single lever brass bodied chrome faucet with a maximum 1.5 GPM flow rate. Include PVC drain attached to a code legal plumbing vent, use type L copper or PEX supply piping with brass bodied stops on all supply lines. Seal all penetration through the floor, walls and cabinet for plumbing connections using expanding foam or caulk and cover with chrome escuchion plates. Cabinets must comply with California 93120 (formaldehyde content) or all exposed edges must be sealed with a low- VOC sealant.

6962 **BATHTUB/SHOWER SURROUND--5' FIBERGLASS**

Install a 5', 4-piece, Sterling Accord®, fiberglass tub and shower unit 60" x 30" x 72" Product #: 71240125 (right hand drain) or 71240115 (left hand drain) Including a seat and ADA compliant grab bars <http://www.sterlingplumbing.com/home.str1> - complete with lever operated pop up drain and overflow, PVC waste, single lever shower diverter, shower rod and Delta Monitor Model 1343 tub/shower faucet – <http://www.deltafaucet.com/> - & a shower head with a maximum 2.0 GPM flow rate. Install faucet controls toward the outside of the tub for easier access. Exterior wall sections behind the tub shower unit and any plumbing penetrations must be completely air-sealed prior to installation. Per installation instructions set basin area in 1" to 2" of mortar cement.

7012 **COMMODO--REPLACE--1.28 GPF**

Install a maximum 1.28 GPF white WaterSense® Certified, vitreous china commode tested through the latest edition of the "Maximum Performance" (MaP) testing project that has shown to score 800 or better on the MaP Flush Performance test (grams of solid waste removed in a single flush), such as the American Standard FloWise Compact Cadet 3 EL 2568.128. See the following link for the MaP Test Results: <http://www.cuwcc.org/WorkArea/showcontent.aspx?id=14058> Include a manufacturer's approved plastic or pressed wood white seat, supply pipe, shut-off valve, and wax seal.



PROPERTY C: 403 Ambler Ave, Rocky Mount, NC 27801



Brief Description & Concerns:

This single-story house was built in 1910. The interior has THREE bedrooms, kitchen, living room and 1 bathroom. The total square footage is approximately 1,424 sf. The main concerns are the exterior siding, HVAC duct work, bath tub and storm doors.

Major renovations include:

- Roof

REPAIRS

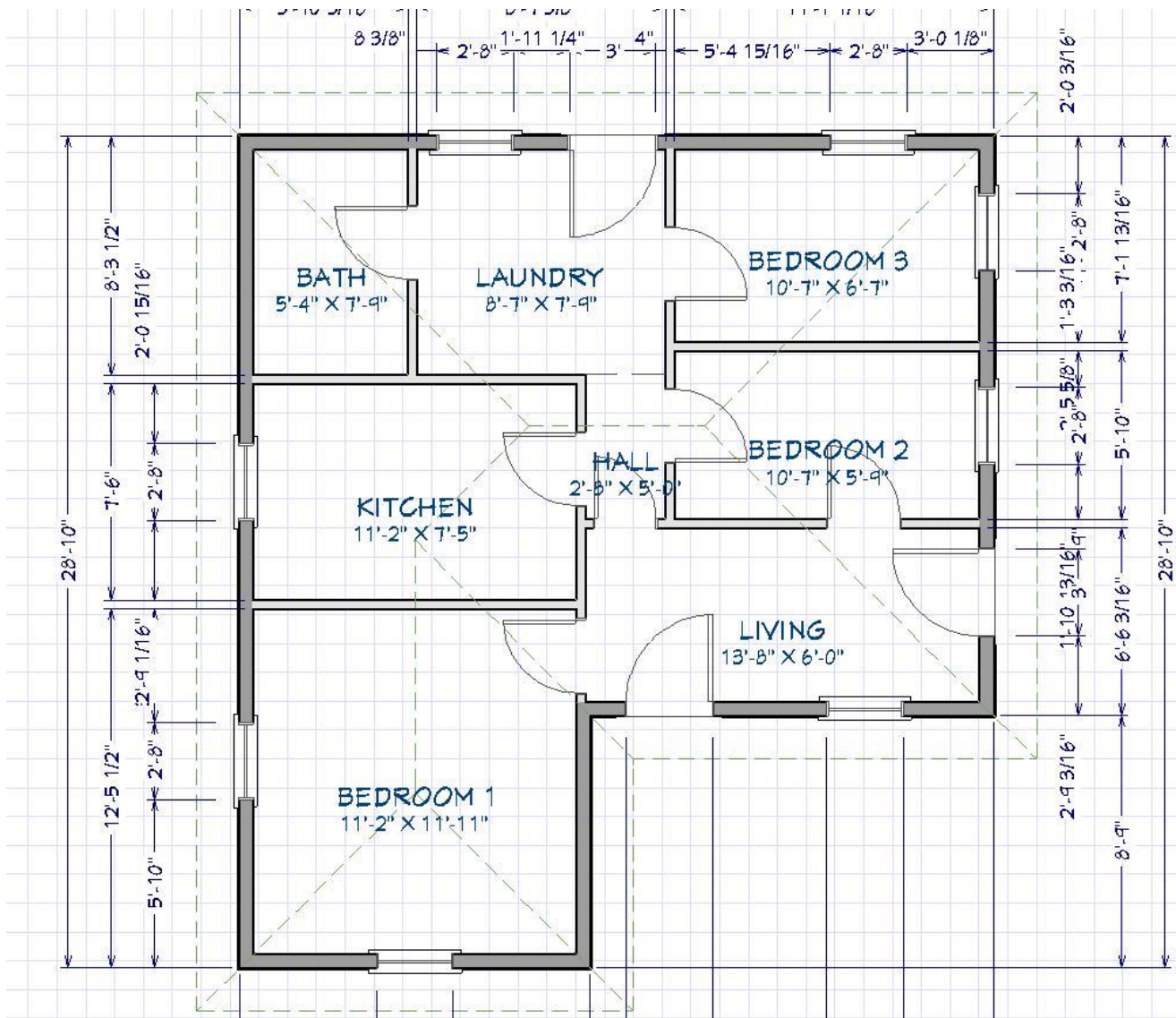
300. EXTERIOR/INTERIOR ITEMS

4547 EPDM W/INSULATION BD on flat portions of roof

Clean all loose materials off of roof. Install 1.5" polyisocyanurate insulation board with a fiberglass backing compatible with the EPDM system to be installed. Place 2x4 treated nailer boards at all perimeters. Install a 60 mil EPDM single ply membrane with adhesive per manufacturer's specs. All membrane flashing, metal flashings and counter flash cones, as well as installation procedure to follow manufacturer's specs. Furnish Owner w/20 year labor and materials warranty.

4580 TEAR OFF AND REROOF SHINGLES

Remove and dispose of all roofing & defective sheathing. Cut a 1" wide vent at ridge board. Replace up to 620 SQ FT of sheathing using pine board or CDX plywood of matching thickness. Staple 15 lb felt. Install preformed white aluminum, drip edge, and vent pipe boots. Install a 220 lb fiberglass asphalt, 3 tab shingle with a 25 yr warranty. Replace all flashing. Install shingle-over ridge vent.



PROPERTY D: 1614 Hammond St, Rocky Mount, NC 27804



Brief Description & Concerns:

This single-story house was built in 1949. The interior has two bedrooms, kitchen, living room and 1 bathroom. The total square footage is approximately 1,100 sf. The main concerns are the exterior siding, HAVC.

Major renovations include:

- HAVC and duct work

REPAIRS

300. EXTERIOR/INTERIOR ITEMS

GAS HEAT, ELECTRIC A/C

Use the most recent version of the Air Conditioning Contractors of America (ACCA) Manual J residential load calculation tool <http://www.acca.org/tech/manualj/> (calculate the load with manual J based on the post rehab building envelope), and use the most recent version of ACCA's Manual S for equipment selection and manual D for duct sizing. Provide All Manual J and S reports to the Rehabilitation specialist prior to installation. Install a new GAS heating/ electric cooling system. The system shall be at least 15 S.E.E.R. Install a new interior thermostat.

Equipment shall be Trane, Carrier, Rheem, York, (Goodman is not allowed) or pre-approved other. Finish all areas to match that are disturbed by this operation.

DUCT WORK: Install R-8.0 (silver faced) flex duct, without rips in the inner or outer lining. Include installing a metal saddle under all hangers to keep the ducts from having restrictive air flow. All joints, connections, seams and holes in the duct system, air handler and the main supply and return connections should be sealed with duct mastic caulking and fiberglass mesh tape where applicable.

INCLUDE REPLACING/ INSTALLING ALL RETURN AND SUPPLY GRILLS.

The unit shall be balanced to a temperture of 68 degrees 3' off the floor and the temperture should not vary more that 4 degrees in any room. There shall be a duck leakage test completed with final inspection. Remove and dispose all existing heating equipment and repair all damage cause By this process. This shall also include any electrical upgrade for the unit to operated properly.

Property E: 605 Dexter Street, Rocky Mount, NC 27803**Brief Description & Concerns:**

This single-story house was built in 1948. The interior has three bedrooms, kitchen, living room, utility room and one bathroom. The total square footage is approximately 1,259 sf. The main concerns include the electrical system and the bathroom. Almost all the walls are CMU and the ceilings are wood. The HVAC system and roof have been recently replaced. The home does not have an attic access. Other concerns include deteriorated front stoop, bath exhaust fan, dryer vent, windows, foundation door, rear steps, siding in the rear, and painting. Due to the limited budget and program guidelines, not all repairs can be done.

Major renovations include:

- Electrical system

REPAIRS**1003. ELECTRICAL**

Update the existing electrical system by doing the following. All work shall be complete and inspected for compliance with Local and State Building Codes.

ALL DISTURBED AREAS MUST BE REPAIRED TO MATCH EXISTING. NOTE: MOST OF THE WALLS ARE CMU – CONTRACTOR SHALL INSTALL WIRE MOLD AND BOXES DESIGNED FOR CMU WALLS.

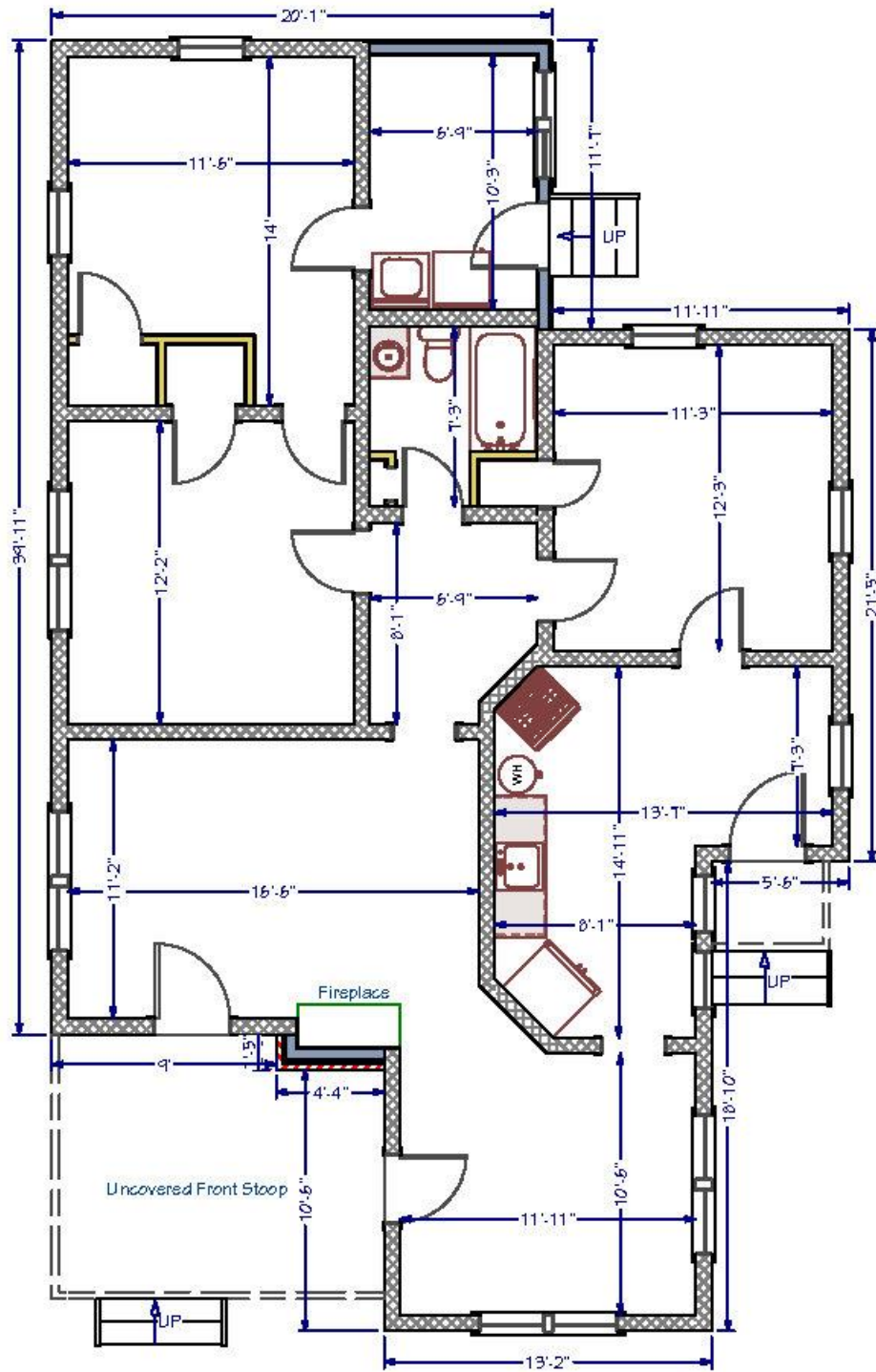
- Remove the existing interior panel box and install a new 200-amp service (min. 32 space) panel. New panel box shall be located inside.
- Remove all the existing wiring and install all new wiring.
- Remove all outlets, switches and plates and install new. Add additional outlets and switches as may be required by current codes.

NOTE: ALL PLATES MUST BE RIDGED AND NOT FLEXIBLE. THERMOPLASTIC COVERS ARE NOT ALLOWED.

- Install new ground fault outlets in the kitchen and bathroom. The number of the new ground fault outlets shall be per current codes.
- Install new direct wired (with a battery backup) smoke/Carbon monoxide detectors per current codes.

NOTE: ALL DETECTORS SHALL BE COTYPE (NOT JUST ONE AS PER CODE).

- Install a new exhaust fan on a separate switch. Note: Bathroom does not currently have an exhaust fan.
- Install electrical for the washer and dryer location.
- Install a new front doorbell system.
- Install a new exterior light fixture at each entrance. Note: Contractor shall have a material allowance of \$25.00 per light fixture.
- Replace all interior light fixtures with a new fixture. Note: Contractor shall have a material allowance of \$25.00 per light fixture.



Existing Floor Plan
505 Dexter Street
Rocky Mount, NC

LIVING AREA
1259 SQ FT

6.0 CONTRACT ADMINISTRATION

6.1 PROJECT MANAGER AND CUSTOMER SERVICE

The Vendor shall designate and make available to the City a project manager. The project manager shall be the City's point of contact for contract related issues and issues concerning performance, progress review, scheduling and service.

6.2 DISPUTE RESOLUTION

The parties agree that it is in their mutual interest to resolve disputes informally. A claim by the Vendor shall be submitted in writing to the City's Contract Lead for resolution. A claim by the City shall be submitted in writing to the Vendor's Project Manager for resolution. The Parties shall negotiate in good faith and use all reasonable efforts to resolve such dispute(s). During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. If a dispute cannot be resolved between the Parties within thirty (30) days after delivery of notice, either Party may elect to exercise any other remedies available under this Contract, or at law. This term shall not constitute an agreement by either party to mediate or arbitrate any dispute.

6.3 CONTRACT CHANGES

Contract changes, if any, over the life of the contract shall be implemented by contract amendments agreed to in writing by the City and Vendor.

ATTACHMENT A: PRICING

The undersigned hereby declares that he has carefully examined the Rehabilitation Specifications in the Contractors Handbook and the Work Write-Ups, and will provide all materials and equipment and perform all work in accordance with the Rehabilitation Specifications, the Work Write-Ups/Scope of Work, and the requirements under them for the following sum to wit:

PROPERTY A: 108 Coventry Rocky Mount, NC 27804

Item #	DESCRIPTION	UNIT PRICE
4410	FLOOR ASSEMBLY--HALL	
4410	FLOOR ASSEMBLY-- BATH/KIT	
5560	PREP & PAINT BATHROOM	
6901	VANITY--30" COMPLETE	
7010	COMMODE--REPLACE--1.6 GPF	
7290	SHOWER--HANDICAPPED	
4410	4110 FLOOR ASSEMBLY-- BATH/KIT	
Property Total		

PROPERTY A CONTRACTOR PROPOSED CONSTRUCTION SCHEDULE. Project start date will be _____, 2021 with a completion date of _____, 2021

PROPERTY B: 1804 Augustus Dr. Rocky Mount N.C.

Item #	DESCRIPTION	UNIT PRICE
4105	FLOOR SYSTEM—MASTER BATH	
5575	PREP & PAINT MASTER BATH ROOM	
6901	VANITY--30" COMPLETE	
7012	COMMODE--REPLACE--1.28 GP	

7290	SHOWER--HANDICAPPED	
4110	FLOOR ASSEMBLY—BATH HALL	
5575	PREP & PAINT	
6901	VANITY--30" COMPLETE	
6962	BATHTUB/SHOWER SURROUND--5' FIBERGLASS	
7012	COMMODE--REPLACE--1.28 GPF	
Property Total		

PROPERTY B CONTRACTOR PROPOSED CONSTRUCTION SCHEDULE. Project start date will be _____, 2021 with a completion date of _____, 2021

PROPERTY C: 403 Ambler Ave, Rocky Mount, NC 27801

Item #	DESCRIPTION	UNIT PRICE
4547	EPDM W/INSULATION BD on flat portions of roof	
4580	TEAR OFF AND REROOF SHINGLES	
Property Total		

PROPERTY C CONTRACTOR PROPOSED CONSTRUCTION SCHEDULE. Project start date will be _____, 2021 with a completion date of _____, 2021

PROPERTY D: 1614 Hammond St, Rocky Mount, NC 27804

Item #	DESCRIPTION	UNIT PRICE
300	GAS HEAT, ELECTRIC A/C	
Property Total		

PROPERTY D CONTRACTOR PROPOSED CONSTRUCTION SCHEDULE. Project start date will be _____, 2021 with a completion date of _____, 2021

PROPERTY E: 605 Dexter Street, Rocky Mount, NC 27803

Item #	DESCRIPTION	UNIT PRICE
1003	Electrical system	
Property Total		

PROPERTY E CONTRACTOR PROPOSED CONSTRUCTION SCHEDULE. Project start date will be _____, 2021 with a completion date of _____, 2021

ATTACHMENT B: ACCEPTANCE OF CONTRACT TERMS

City of Rocky Mount Sample Contract Terms

Review Terms and Conditions: <https://rockymountnc.gov/vendor>

_____(Initial) Contractor agrees to abide by the City of Rocky Mount Contract Terms.

Federal Uniform Guidance (UG) Contract Provisions

Review required contract provisions: <https://rockymountnc.gov/vendor>

_____(Initial) Contractor agrees to abide by the Federal UG Contract Provisions.

HUD Contract Provisions

_____(Initial) Contractor agrees to abide by the applicable provisions of the General Contract Conditions for Small Construction/Development Contracts (HUD Form-5370-EZ)(01/2014), and that the applicable provisions of the Conditions are incorporated into the Contract. <https://www.hud.gov/sites/dfiles/OCHCO/documents/5370-EZ.pdf>

_____(Initial) The City and Contractor agree that to the extent any of the provisions of the Contract are inconsistent with applicable state or federal law or regulations ("Law") that the Law will control.

This Space Is Intentionally Left Blank

ATTACHMENT C: SECTION 3 CLAUSE

- a. The work to be performed under this contract is project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U. S. C. 1701u. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the area of the Section 3 covered project and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the Section 3 covered project.
- b. The parties to this contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR, Part 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract The parties to this contract certify and agree that they are under no contractual or other disability, which would prevent them from complying with these requirements.
- c. The contractor will send to each labor organization or representative of workers with which s/he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers' representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
- d. The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for or recipient of Federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR, Part 135, the contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR, Part 135 and will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of this regulation.
- e. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR, Part 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of the contract, shall be a condition of the Federal financial assistance provided to the project, binding upon the applicant or recipient, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant or loan agreement or contract through which Federal assistance is provided and to such sanctions as are specified by 24 CFR, Part 135.
- f. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- g. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b)

Contractors Signature: _____

Date: _____

ATTACHMENT D: CERTIFICATION REGARDING DEPARTMENT/SUSPENSION

Contracts for construction or services shall comply with the provisions of 43 CFR Part 12, Subpart C (Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments). In order to comply with this provision, no contract may be awarded by the grantee (City of Rocky Mount), a subgrantee or contractor of any grantee or subgrantee to any party that has been debarred or suspended under Executive Order 12549. By signing this document, you certify to the best of your knowledge that the company, its principals, and its subcontractors which may be awarded a contract with the City of Rocky Mount:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offence in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission or embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State, or local) with commission of any of the offenses in paragraph (b) of this certification; and
- d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Contractors Signature:

Date:

ATTACHMENT E: CONTRACTORS BID QUALIFICATION FORM

Housing Rehabilitation Grant Program

Name of Firm _____

Federal I.D. # _____ Duns # _____

Name of Principal _____

Mailing Address _____

Business Phone _____ Home Phone _____

A. Material Supplier (1) _____

Address _____ Phone _____

Plumbing Subcontractor _____

Address _____ Phone _____

N.C. State License No: _____

Electrical Subcontractor _____

Address _____ Phone _____

N.C. State License No: _____

Exterminator _____

Address _____ Phone _____

N.C. State License No: _____

Other Subcontractor _____

Address _____ Phone _____

N.C. State License No: _____

ATTACHMENT F: SUPPLEMENTAL CONTRACTOR INFORMATION

HISTORICALLY UNDERUTILIZED BUSINESSES

Historically Underutilized Businesses (HUBs) consist of minority, women and disabled business firms that are at least fifty-one percent owned and operated by an individual(s) of the categories. Also included in this category are disabled business enterprises and non-profit work centers for the blind and severely disabled.

Pursuant to G.S. 143B-1361(a), 143-48 and 143-128.4, the City invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled. This includes utilizing subcontractors to perform the required functions in this RFP. Any questions concerning NC HUB certification, contact the [North Carolina Office of Historically Underutilized Businesses](#) at (919) 807-2330. The Contractor shall respond to question #1 and #2 below.

- a) Is Contractor a Historically Underutilized Business? **Yes** **No**
- b) Is Contractor Certified with North Carolina as a Historically Underutilized Business? **Yes** **No**

If so, state HUB classification: _____

VENDOR REGISTRATION

New vendors must complete a vendor registration form using the link below. If you are a current vendor that has not completed the online vendor registration also complete the form. Once registration is complete email a copy of your W9 and E-Verify Affidavit to the contact person listed on the coversheet.

rockymountnc.gov/vendor

ATTACHMENT H: E-VERIFY

STATE OF NORTH CAROLINA

AFFIDAVIT

COUNTY OF _____

I, _____ (the individual attesting below), being duly authorized by and on behalf of _____ (the entity bidding on project hereinafter "Employer") after first being duly sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hires employees pursuant to federal law in accordance with NCGS 64-25(5).
2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCSG 64-25(a).
3. Employer is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State. **(Mark Yes or No)**
 - a. YES _____, or
 - b. NO _____
4. Employer's subcontractors comply with E-Verify, and if Employer is the winning bidder on this project Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.

This ____ day of _____, 2019.

Signature of Affiant
Print or Type Name: _____

State of _____, County of _____

Signed and sworn to (or affirmed) before me, this the
____ day of _____, 2019

My Commission Expires: Notary Public

(Affix Official/Notarial Seal

ATTACHMENT I: IRAN DIVESTMENT ACT CERTIFICATION

**IRAN DIVESTMENT ACT CERTIFICATION REQUIRED BY N.C.G.S.
143C-6A-5(a)**

Name of Contractor, Vendor or Bidder: _____

As of the date listed below, the contractor, vendor or bidder listed above, and all subcontractors utilized by the contractor, vendor or bidder listed above, is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4.

The undersigned hereby certifies that he or she is authorized by the contractor, vendor or bidder listed above to make the foregoing statement.

Signature _____

Date _____

Printed Name _____

Title _____

Notes to persons signing this form:

N.C.G.S. 143C-6A-5(a) requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. 143C-6A-5(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer's Final Divestment List. The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address www.nctreasurer.com/Iran and will be updated every 180 days.