



Nice Matters!

**Town of Emerald Isle**  
7500 Emerald Drive  
Emerald Isle, NC 28594

252-354-3424 voice  
252-354-5068 fax

[www.emeraldisle-nc.org](http://www.emeraldisle-nc.org)

**Mayor**  
Eddie Barber

**Mayor Pro-Tem**  
Floyd Messer, Jr.

**Board of Commissioners**  
Candace Dooley  
Steve Finch  
Jim Normile  
Mark Taylor

**Interim Town Manager**  
Randy Martin  
[rmartin@emeraldisle-nc.org](mailto:rmartin@emeraldisle-nc.org)



December 28, 2018

## Request for Bids

### REPAIRS to FIRE STATION #2 – HURRICANE FLORENCE DAMAGES

#### I. BIDS DUE

All bids are requested by January 11, 2019, no later than 11:00 am (EST).

Interested bidders may submit written bids to the attention of Kyle Scantlin, Fire Engineer/Inspector

Written bids may be submitted in the following methods:

Mailing Address: Town of Emerald Isle, 7500 Emerald Drive, Emerald Isle, NC 28594  
Physical Deliveries: Town of Emerald Isle, 7516 Emerald Drive, Emerald Isle, NC 28594  
Facsimile: (252) 354-8593  
Email: [kscantlin@emeraldisle-nc.org](mailto:kscantlin@emeraldisle-nc.org)

#### II. RIGHTS

The Town of Emerald Isle Commissioners reserve the right to waive any informalities, to reject any or all bids, and to accept that bid or bids which appear to be in the Town's best interest. The Town reserves the right to award all or part of this Request for Bids.

#### III. BACKGROUND

The Town's Fire Station 2 located at 2810 Emerald Drive received some minor damage from Hurricane Florence. This bid process is to correct these issues, and return the building to its original state before the storm.

#### IV. SCOPE

The scope of work for this project will be based off of the Town's Insurance Adjuster's Report. Potential bidders will be given a copy of the Adjuster's Report outlining specific repairs needed, and will be given the opportunity to visit the station for estimation purposes. The scope of this project will include removal of existing damaged materials, and replacing with comparable materials unless otherwise stated. The scope also includes treatment of areas with anti-microbial as needed. Equipment and tools necessary to complete work will be supplied by the bidder.

Summary of work to include:

- Roof/Exterior
  - Replace Ridge Cap and Vent
  - Shingles as Needed
  - Siding on Front Elevation
  - Replace Rear Exterior Doors (2)
- Apparatus Bay
  - Replace OSB/Insulation Ceiling as Needed
- Interior
  - Replace Upstairs Interior Door
  - Open Upstairs/Downstairs Rear Wall and Repair as Needed
  - Replace Upstairs Carpet with Tile Adjacent to Rear Door
  - Replace Remaining Upstairs Carpet
  - Replace Bathroom Ceiling
  - Drywall Finished and Painted to Match Existing
  - A Separate Bid to Paint all Remaining Interior Walls is Requested to be Submitted in Addition to Rest of Work
- Rear Deck
  - Replace Rear Deck as Specified
  - Deck Replacement Bid to be Submitted in Addition to Rest of Work

Permits and Inspections necessary will be required, but paid for by the Town. Removal of construction and demolition material from the site will be provided by the Town's Public Works Staff.

## V. BIDS

All bids should include the following:

- Experience and Qualifications - Provide a description and history of work experience.
- Bid Proposal - Outlining and Describing all work to be completed with separate pricing for the work outlined in the insurance adjuster's report; separate pricing for the additional painting of interior walls; and separate pricing for the rear deck replacement.

## VI. TERMS & CONDITIONS

The terms of this Request for Bids and your response thereto will be incorporated into the terms of the final agreement if your firm is the successful bidder.

- The bidder receiving the award will obtain or possess the following insurance coverages, and will provide Certificates of Insurance to the Town:
  - Workers' Compensation (as required by the State of North Carolina)
  - Commercial General Liability for bodily injury, property damage, or personal injury
  - Business Automobile Liability
- The bidder awarded this contract shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least five (5) years after completion of the contract resulting from this RFB.
- The bidder agrees to the following Federal provisions as applicable: Equal Employment Opportunity (41 C.F.R. Part 60); Davis-Bacon Act (40 U.S.C. 3141-3148); Copeland "Anti-Kickback" Act (40 U.S.C. 3145); Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33

U.S.C. 1251-1387); Debarment and Suspension (Executive Orders 12549 and 12689); Byrd Anti-Lobbying Amendment (31 U.S.C. 1352); Procurement of Recovered Materials (2 C.F.R. § 200.322); and Record Retention Requirements (2 CFR § 200.324)

- The Town of Emerald Isle reserves the right to reject any and all bids.

## **VII. CONTACTS & ADDITIONAL INFORMATION**

For additional information please contact: Kyle Scantlin Fire Engineer/Inspector, (252) 354-2445