

STATE OF NORTH CAROLINA

DIVISION OF EMERGENCY MANAGEMENT

REQUEST TO PREQUALIFY CONTRACTORS FOR RESIDENTIAL CONSTRUCTION SERVICES FOR STATE'S HURRICANE MATTHEW HOUSING RECOVERY PROGRAM

**(Rehabilitation Construction, Home Reconstruction, New Home Construction and
Home Elevation Construction)**

Request for Prequalification Applications # 19-RFP-014321-WAX

Date of Issue: June 7, 2018

Application Opening Date: June 25, 2018 at 2:00 PM ET

ISSUING AGENCY: State of North Carolina's Division of Emergency Management (NCEM) of the
Department of Public Safety

Location:
4105 Reedy Creek Road
Raleigh, NC 27607

Mailing Address:
4218 Mail Service Center
Raleigh, NC 27699-4218

Direct all inquiries concerning this Request for Prequalification to:

Angela Wainright
Purchasing Officer
Email: angela.wainright1@ncdps.gov
Phone: 919-324-6476

Source of Funding: U.S. Housing & Urban Development
Community Development Block Grant-Disaster Recovery

RFP Number: 19-RFP-014321-WAX

Contractor: Rescue Construction Solutions, Inc.

SEND ALL CONTRACTOR PREQUALIFICATION APPLICATIONS DIRECTLY TO THE ISSUING AGENCY ADDRESS SHOWN ABOVE.

IMPORTANT NOTE: On the front of the sealed package, indicate Contractor's name, the Request for Prequalification (RFP) number, and the date for receipt of application specified above.

Applications submitted via telegraph, facsimile (FAX) machine, telephone, and electronic means, including but not limited to e-mail, in response to this Request for Prequalification will not be acceptable. Any changes to the RFP and a summary of all questions submitted and answers (see, *Application Questions* on page 5) will be posted on the internet as an Addendum, located under the RFP # listed above.

It is the Contractor's responsibility to assure that all addenda have been reviewed and, if need be, signed and returned.

All applications for prequalification shall be delivered to the Issuing Agency physical office location listed above on or before the proposal deadline in order to be considered timely, regardless of the method of delivery. **This is an absolute requirement.** All risk of late arrival due to unanticipated delay—whether delivered by hand, U.S. Postal Service, courier or other delivery service is entirely on the Contractor. **It is the sole responsibility of the Contractor to have the proposal physically in this Office by the specified time and date of opening.** The time of delivery will be marked on each application when received, and any application received after the proposal submission deadline will be rejected.

Note that the U.S. Postal Service generally does not deliver mail to specified street address but to the State's Mail Service Center. Contractors are cautioned that proposals sent via U.S. Mail, including Express Mail, may not be delivered by the Mail Service Center to the Issuing Agency's office on the due date in time to meet the proposal deadline. All Contractors are urged to take the possibility of delay into account when submitting a proposal.

NOTE: All Contractors are **strongly urged and cautioned** to attend a **PRE-SUBMITTAL CONFERENCE CALL** on **June 14, 2018 at 10:00 a.m.** NCEM requests that Contractors attending this conference pre-register and submit questions by calling Mrs. Angela Wainright, DPS-Purchasing & Logistics, 919-324-6476, to confirm two (2) business days in advance of the conference.



STATE OF NORTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY

Refer <u>ALL</u> Inquiries regarding this Request for Prequalification to: Angela Wainright 919-324-6476 Angela.wainright1@ncdps.gov	Request for Prequalification # 19-RFP-014321-WAX
	Applications shall be submitted by: June 25, 2018 @ 2:00pm EST
	Contract Type:
	Commodity No. and Description:
	Using Agency: Emergency Management
	Requisition No.:

EXECUTION

In compliance with this Request for Prequalification, and subject to all the conditions herein, the undersigned Contractor offers and agrees to enter into contracts based upon the prices set opposite each item within the Bid Pricing Book attached to this Request for Prequalification. By executing this form, the undersigned Contractor certifies that its application 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 application, 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 agency. 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 Request for Prequalification, 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 State 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 State, or from any person seeking to do business with the State. By execution of any response in this Request for Prequalification, you attest, 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 application prior to submittal shall render this application invalid and it **WILL BE REJECTED**. Late applications cannot be accepted.

CONTRACTOR Rescue Construction Solutions, Inc.		
STREET ADDRESS: 2800 Rowland Road	P.O. BOX:	ZIP: 27615
CITY & STATE & ZIP: Raleigh NC 27615	TELEPHONE NUMBER: 919-615-1759	TOLL FREE TEL. NO:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO CONTRACTORS ITEM #11):		
PRINT NAME & TITLE OF PERSON SIGNING ON BEHALF OF CONTRACTOR: Shelia Brewington, President		FAX NUMBER: 919-800-3999
CONTRACTOR'S AUTHORIZED SIGNATURE: <i>Shelia Brewington</i>	DATE: 6/22/2018	EMAIL: sbrewington@rescue-cs.com

Offer valid for at least 60 days from date of application opening, unless otherwise stated. After this time, any withdrawal of proposal shall be made in writing, effective upon receipt by the agency issuing this Request for Prequalification.

ACCEPTANCE OF APPLICATION

If any or all parts of this application are accepted by the State of North Carolina, an authorized representative of Department of Public Safety shall affix his/her signature hereto and this document and all provisions of this Request for Prequalification along with the Contractor 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 STATE USE ONLY: Proposal accepted this 13th day of July, 2018, as indicated on the attached certification, by
Angela Wainright (Authorized Representative of Department of Public Safety), and Contractor is prequalified to enter into contracts authorized under CDBG-DR Program.

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Contractor Name: _____

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1.0 PURPOSE AND BACKGROUND

NCEM is seeking to qualify highly skilled prime construction contractors to perform, or cause to be performed, rehabilitation, reconstruction, mitigation, elevation and new construction of single-family residential structures in compliance with local, Federal, and State statutory requirements for grants under the United States Department of Housing and Urban Development ("HUD") Community Development Block Grant Disaster Recovery ("CDBG-DR") program for 2016 North Carolina flood events, related to Hurricane Matthew, and future CDBG-DR allocations within HUD's contract period.

The United States Department of Housing and Urban Development (HUD) granted funds that will be utilized to purchase the services specified in this Request for Prequalification (RFP). Any contract entered into by NCEM or its designee that is to be paid from grant funds shall be limited to payment from the grant funding and the Contractor understands that NCEM or its designee has not set aside State funds for the payment of obligations under a grant contract. If grant funding should become unavailable at any time for the continuation of services paid for by the grant, and further funding cannot be obtained for the contract, then the sole recourse of the Contractor shall be to terminate any further services under the contract and the contract shall be null and void.

On October 4, 2016, HUD released \$236,529,000 in Community Development Block Grant Funds for the purpose of assisting recovery in the most impacted and distressed areas declared a major disaster in 2016 under the Robert T. Stafford Notice Disaster Relief and Emergency Assistance Act, (42 U.S.C. 5121-5207, the "Stafford Act"), The Federally declared disaster for this Program is under FEMA-4285-DR-NC, declared on October 10, 2016. An additional federal award of up to \$163,000,000 is expected to be announced in the Fall of 2018, which can support an expansion of construction services supported by this procurement. As a result, the range of potential funding of residential housing construction services supported by this procurement is projected to be between \$119.7 to \$250.1 million.

The Community Development Block Grant Disaster Recovery ("CDBG-DR") regulations and the State's Action Plan, as approved by HUD, shall apply to all contracts or purchase agreements made with the State of North Carolina. The CDBG Disaster Recovery Action Plan and Homeowner Recovery Program ("HRP") can be found at:

<https://www.gpo.gov/fdsys/pkg/FR-2017-01-18/pdf/2017-01007.pdf>

The background information in the above-referenced plan/program are incorporated into this Request for Prequalification. All documents shall be submitted in accordance with the terms and conditions of this Request for Prequalification and any addenda issued hereto.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR PREQUALIFICATION APPLICATION

The Request for Prequalification 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. Contractor may attach its application to this RFP for submission; however, any and all additional, modified or conflicting terms and conditions submitted on or with Contractor's Application shall be disregarded and shall not be considered a part of any contract arising from this RFP. Any attempt to delete or avoid the force of the previous sentence shall render Contractor's application invalid, and it shall not be considered.

2.2 E-PROCUREMENT SOLICITATION

ATTENTION: This is NOT an E-Procurement solicitation. Paragraph #17 of Attachment D: North Carolina General Contract Terms and Conditions, paragraphs (b) and (c), do not apply to this solicitation.

2.3 E-MAILING/FAX INSTRUCTIONS

Instructions: Applications may be submitted via e-mail or facsimile (FAX) machine, in response to this Request for Prequalification: [Give email or fax information] Submission by any means shall include this RFP, as provided in section 2.5.

Applications shall be submitted by: June 25, 2018 @ 2:00pm et

2.4 REQUEST FOR PREQUALIFICATION SCHEDULE

Event	Responsibility	Date and Time
Issue Request for Prequalification	State	June 7, 2018
Submit Written Questions	Contractor	June 12, 2018
Presentation/Demonstration/Interviews	Contractor	N/A
Provide Responses to Questions	State	June 15, 2018
Submit Applications	Contractor	June 25, 2018
Prequalification Awards	State	June 27, 2018
Prequalification Effective Date	State	June 27, 2018

2.5 QUESTIONS ABOUT PREQUALIFICATION

Purpose: Upon review of the RFP documents, Contractors may have questions to clarify or interpret the RFP in order to submit the best application possible. To accommodate the Prequalification Questions process, Contractors shall submit any such questions by the above due date.

Instructions: Written questions shall be emailed to angela.wainright1@ncdps.gov by the date and time specified above. Contractors should enter "Request for Prequalification #19-RFP-014321-WAX- 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	Contractor Question
RFP Section, Page Number	Contractor question...?

Questions received prior to the submission deadline date, the State's response, and any additional terms deemed necessary by the State will be posted in the form of an addendum, available on the State's 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 State personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Contractors shall be entitled to rely *only* on written material contained in an Addendum to this RFP.

2.6 PREQUALIFICATION APPLICATION CONTENTS

Contractor shall populate all attachments of this RFP that require the Contractor to provide information and include an authorized signature where requested, as outlined below. Contractor Responses shall include the following items and they should be arranged in the following order (unless specifically excluded):

- a) Completed and signed version of EXECUTION PAGE, along with the body of the RFP (pages 2-17).
- b) Signed receipt pages of any addenda released in conjunction with this RFP.
- c) Completed version of ATTACHMENT A: BID BOOK (Should be excluded from application)
- d) Completed version of ATTACHMENT B: LOCATION OF WORKERS UTILIZED BY CONTRACTOR
- e) ATTACHMENT C: INSTRUCTIONS TO CONTRACTORS
- f) ATTACHMENT D: NORTH CAROLINA GENERAL TERMS AND CONDITIONS
- g) ATTACHMENT E: ALCOHOL/DRUG-FREE WORK PLACE POLICY
- h) ATTACHMENT F: CDBG-DR RULES AND REGULATIONS
- I) ATTACHMENT G: PREQUALIFICATION FORM AND POLICY
- J) ATTACHMENT H: PREQUALIFICATION SCORING MATRIX

2.7 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

- A. **ADDENDUM / ADDENDA:** When the terms, conditions, specifications, responses to inquiries from Contractors, and/or scope(s) of work are changed, removed and/or added prior to the public opening of the Applications, an addendum addressing the nature of such change(s) will be issued in writing by DPS Purchasing & Logistics. When required, Contractors must sign and include an addendum and include it in the proposal and the failure to sign and return this type of addendum will, in most cases, result in the rejection of the proposal.
- B. **APPLICATION:** This Request for Prequalification and Contractor's Application.
- C. **AUDIT:** The contract(s) awarded pursuant to this RFP are subject to audits by state and federal agencies and/or their authorized independent auditors. The auditors may conduct of contract performance, financial and/or forensic/fraud audits.
- D. **BID PRICING BOOK:** DOC and NCEM have prepared an HRP Pricing Book that will be used for the award or assignment of HRP Contracts. A blank copy of the Bid Pricing Book is provided as Attachment is F to this RFP and Contractors do not have to provide pricing for any of the items therein with their prequalification applications. A copy of the Bid Pricing Book shall be provided to the CM(s) after the prequalification period for Contractors has ended. CM(s) shall become familiar with the Bid Pricing Book to manage: Contractors' bidding,

proposals and/or assignment of HRP Contracts, payment applications; change order requests; resolving pricing disputes; and/or responding to requests for information concerning any items in the Pricing Book. CM(s) will be required to assist NCEM and DOC in modifications (e.g., adding or removing items) to the Pricing Book throughout the term of the Contract and such modifications shall be binding on Prequalified Contractors.

- E. BUYER:** The NCEM employee or such other persons NCEM shall delegate and authorized to: place a work order with a Prequalified Contractor to implement an HRP program for a specific home, and that order will also require the Contractor designated by NCEM and/or designated for a geographical area/counties under the contract to provide NCEM with construction management services required by this RFP during the HRP construction of the specified home; requests services during the Prequalification period; or request work on behalf of an eligible local governmental entity.
- F. CDBG-DR:** The Community Development Block Grant – Disaster Recovery for Hurricane Matthew recovery efforts in North Carolina authorized and funded by the U.S. Department of Housing and Urban Development with the N.C. Department of Commerce serving as the administering agency and the N.C. Department of Public Safety's Division of Emergency Management serving as the implementing agency.
- G. CONSTRUCTION MANAGER or CM:** a North Carolina licensed general contractor with construction management experience awarded a contract by NCEM pursuant to Request for Proposal 19-RFP-014320-WAX that will provide NCEM construction management services that will include management of the Contractor's HRP construction of a home.
- H. CONSULTANT:** NCEM will hire one or more consultants pursuant to Request for Proposals 19-RFP-014128-WAX to determine CDBG-DR eligibility of homeowners who have submitted applications under the HRP and, as part of the eligibility process, the consultants will perform damage and environmental assessments for each home. After a home is determined to be eligible for HRP and the program determined (rehabilitation, reconstruction, elevation and/or new construction), NCEM will issue a construction contract to a prequalified Contractor and the Construction Manager will coordinate the work performed under the contract with NCEM, homeowner, Contractor and Consultant to make sure the work performed under the contract complies with CDBG-DR requirements (including reporting and CDBG-DR case management by Consultant) and construction work and any environment radiation/abatement completed in a timely manner with the specified quality and workmanship.
- I. CONTRACT LEAD:** Representative of the NCEM who corresponds with potential Contractors in order to identify and contract with that Contractor providing the greatest benefit to the State and who will administer this contract for the State.
- J. CONTRACTOR or CONTRACTORS:** The contractors prequalified pursuant to this Request for Prequalification to construct HRP homes consisting of rehabilitation, reconstruction, elevation and new construction.
- K. DOC:** North Carolina Department of Commerce, which is the administrating state agency of

the CDBG-DR program and funding.

- L. DPS:** North Carolina Department of Public Safety.
- M. Grant Eligibility Determination:** NCEM's Consultant will make assist NCEM in making final CDBG-DR (HRP) determinations that will include damage and environmental assessments, which will assist CM and Contractor in determine the scope of work for the a grant eligible home, the corresponding services and goods in the HRP Bid Pricing Book, and the contract between the homeowner and Contractor.
- N. HRP:** State of North Carolina Housing Recovery Program.
- O. NCEM:** North Carolina Division of Emergency Management of the Department of Public Safety.
- P. PE:** Professional Engineer.
- Q. RA:** Registered Architect.
- R. STATE:** The State of North Carolina, including any of its sub-units and political subdivisions recognized under North Carolina law.
- S. STATE AGENCY:** For purposes of this RFP, any sub-unit within the executive branch of the State, State Officials or Council of State Agencies that may have statutory or regulatory duties arising from or related to this RFP, HRP, CDBG-DR, State Disaster Recovery Acts of 2016 and 2017, and/or Hazard Mitigation Grant Program (HMGP) and these sub-units include but are not limited to: Governor's Office, Department of Commerce, Department of Public Safety (including NCEM and Division of Purchase & Logistics), Department of Administration (including State Construction Office and Purchase and Contract), State Building Commission, Department of Insurance, Department of Labor, Department of Insurance, Office of State Auditor, Office of the State Controller, State Treasurer, Office of the Attorney General, and State licensing boards.
- T. WORK ORDER:** Specific, written authorization to perform the task(s) listed therein.
- U. ZONES:** Contractor must be able to perform services in one or more of the zones overlaid by the Bid Book attached to this RFP as Attachment A.

2.8 NOTICE TO CONTRACTORS REGARDING TERMS AND CONDITIONS

It shall be the Contractor's responsibility to read the Instructions, the State's 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. Contractors also are responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Contractors have questions, issues, or exceptions regarding any term, condition, instruction or other component within this RFP, those *shall* be submitted as questions to the Agency prior to submission of an Application and before the stated deadline. If the State determines that any changes will be made as a result of the points raised, then such decisions will be communicated in the form of an addendum. Other than through this process, and subject to the provisions of section 2.1, the State rejects and shall not be required to evaluate or consider any additional or modified terms and conditions or Instructions to Contractor submitted with Contractor's application. This applies to any language appearing in or attached to the application as part of the Contractor's application that purports to vary any terms and conditions or CDBG-DR rules, requirements, standards, HRP requirements and/or NCEM' instructions herein or to render the prequalification designation as non-binding or subject to further negotiation. Contractor's application to this RFP shall constitute a firm offer to perform HRP contracts assigned to Contractor or awarded to Contractor after competitive bidding. By execution and delivery of a response to this RFP, Contractor agrees that any additional or modified terms and conditions, including Instructions to Contractors, whether submitted purposely or inadvertently, or any purported condition to the offer 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 Contractor's Application.

3.0 METHOD OF AWARD AND APPLICATION EVALUATION PROCESS

3.1 METHOD OF AWARD & EVALUATION PROCESS

In light of the estimated 1,200 HRP construction projects, the State will seek prequalify multiple contracts and there is no limit on the number of Contractors to be prequalified. Pursuant to CBDG-DR rules, NCEM's prequalification will be open, in that, it will be re-advertised every six months to allow additional Contractors to become prequalified to perform HRP work. NCEM may re-advertise prequalification within a shorter time period as NCEM may have need.

The State shall review the applications to this RFP to confirm that they meet the specifications and requirements. The State reserves the right to waive any minor informality or technicality in any application.

The State may request additional formal responses or submissions from any or all Contractors for the purpose of clarification or to amplify the materials presented in any part of the Application. Contractors are cautioned, however, that the State is not required to request clarification, and often does not. Therefore, all Applications should be complete and reflect the most favorable terms available from the Contractor. Prices quoted cannot be altered or modified as part of a clarification.

In addition to the requirements below, Contractors shall complete the Prequalification Form in Attachment G. Contractors' qualifications to perform HRP contracts will be scored and evaluated as reflected in the Prequalification Form, the policy attached thereto, and the scoring matrix (Attachment H). The minimum scoring for prequalification as to a Contractor's ability to perform HRP contracts shall be 70 out of 130.

All Contractors that receive a total combined score of 70 shall be prequalified for bidding on and/or being assigned HRP contracts. Contractors not qualified will be informed of the reasons and scores that resulted in the decision to prequalify. Contractors shall follow the policy in Attachment I if they desire further review of

the prequalification decision or want to protest the decision. Contractors denied prequalification shall be permitted to seek prequalification when NCEM re-advertises the request for prequalification in six (6) months.

CONFIDENTIALITY DURING PROCESS: During the evaluation period and prior to granting prequalification, all information concerning the Application and evaluation is confidential, and possession of the Application and accompanying information is limited to personnel of the issuing agency and any third parties involved in this procurement process, and to the committee responsible for participating in the evaluation. Any attempt on behalf of a Contractor to gain such confidential information, or to influence the evaluation process (e.g., contact anyone involved in the evaluation, criticize another Contractor, offer any benefit or information not contained in the Application) in any way is a violation of North Carolina purchasing law and regulations and shall constitute sufficient grounds for disqualification of Contractor's application from further evaluation or consideration in the discretion of the State.

3.2 INTERPRETATION OF TERMS AND PHRASES

This Request for Prequalification serves two functions: (1) to advise potential Contractors of the parameters of the solution being sought by the NCEM; and (2) to provide (together with other specified documents) the terms of the contract(s) that may result from subsequent bidding or assignment as a result of this procurement. As such, all terms in the Request for Prequalification shall be enforceable as contract terms in accordance with the General Contract Terms and Conditions when a Prequalified Contractor is awarded or assigned an HRP contract. The use of phrases such as "shall," "must," and "requirements" are intended to create enforceable contract terms and conditions. In determining whether Applications should be evaluated or rejected, NCEM will take into consideration the degree to which Contractors have proposed or failed to propose experience and/or qualification that will satisfy NCEM's needs as described in the Request for Prequalification. Except as specifically stated herein, no one requirement shall automatically disqualify a Contractor from consideration. However, failure to comply with any material requirement pertaining to scope of work and/or qualifications may result in the NCEM exercising its discretion to reject an Application in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFP. By submitting an Application, the Contractor 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 Contractor is unclear or has any question about the specifications, requirements and terms and conditions herein, it is urged and cautioned to contact the issuing agency Contract Lead as specified in this RFP.

4.1 PRICING

Contractors that have been Prequalified will have to complete Attachment A (Bid Book) when directed by NCEM through a work order and shall constitute the total cost to Buyer for delivery of fully assembled and ready for use items, including all applicable charges for shipping, delivery, handling, administrative and other similar fees that will be applicable for the HRP contract(s) and other scope stated in the work order.

Contractor shall not invoice for any amounts not specifically allowed for in this RFP, that is, Contractor's may not bill NCEM or any other State agency for any costs in putting together the requested application.

4.2 INVOICES

In general, Prequalified Contractors may only submit payment applications to NCEM through the CM after an award or assignment of a HRP Contract and only in accordance with the terms of that Contract and the North Carolina Contract Terms (Attachment D).

However, NCEM may request certain Prequalified Contractors to provide cost estimating, copies of proposed home plans and specifications, pre-mobilization (e.g., provide architectural, engineering, land surveying, retention of subcontractors, and/or consultation on environmental remediation, etc.) or such other services beneficial to NCEM's implementation of HRP that Prequalified Contractors may submit invoices to NCEM for payment whether or not the fees, expenses and/or costs are allowable CDBG-DR. NCEM shall request pre-contract services from Prequalified Contractors through Work Orders. The standard format for invoicing shall be Single Invoices meaning that the Contractor shall provide the Buyer with an invoice for each Work Order. Invoices shall include detailed information, supporting documentation and/or deliverables requested in a Work Order to allow NCEM or their designee to verify fees, costs and/or expenses. At a minimum, the following fields shall be included on all invoices:

Contractor's Billing Address, Customer Account Number, NC Contract Number, Work Order Date, Buyers Order Number, Manufacturer Part Numbers, Contractor Part Numbers, Item Descriptions, Price, Quantity, and Unit of Measure.

4.3 FINANCIAL STABILITY

Each Contractor shall submit the following financial documentation with its Proposal: most recent annual balance sheet, income statement/statement of retained earnings and cash flow statement, or most recent statement of financial condition by an independent auditor. Financial information, statements and/or documents submitted with a proposal shall be evaluated to determine: whether the Contractor has sufficient ability to perform the contract; whether the Contractor is able to meet its short term obligations, debts, liabilities, payroll, and expenses; whether Contractor has provided complete, reliable and accurate financial information regarding its business operation; whether the Contractor is financially solvent; and whether Contractor has sufficient cash flow and/or available financing from a financial institution to perform the proposed contract for 60 days without receiving payment from the State. Financial information of non-public entities may be marked as confidential in accordance with paragraph 11 of ATTACHMENT A: INSTRUCTIONS TO CONTRACTORS.

4.4 CONTRACTOR EXPERIENCE

In its Proposal, Contractors shall demonstrate experience with residential rehabilitation, reconstruction, environmental mitigation (e.g., abatement of lead, asbestos, mold, soil contamination, well-water contamination), elevation and new construction. Also state Contractor's experience with local, Federal, and State statutory requirements for grants especially U.S. HUD CDBG-DR, Federal Emergency Management Administration grants programs, State or local government disaster recovery programs and/or experience with HUD public housing programs. Lack of disaster recovery experience, experience with certain types of environmental mitigation, or certain types of construction (elevating homes) will not, by themselves or in combination, preclude Contractors from being prequalified. However, lack of experience will be used by NCEM and/or its CM(s) in assigning HRP contracts and/or allowing contractors to competitively bid on certain

types of HRP Contracts. Contractors are encouraged to accurately state their experience (e.g., a Contractor that has only repaired and renovated homes should not represent experience in new home construction or reconstruction; a Contractor that has not elevated a home or has not abated asbestos should not represent experience in performing such work because of the safety health risks involved in not properly performing that work, etc.) Contractors are further warned that misrepresenting experience may result in violations state and federal False Claim Act violation. Contractor 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.

4.5 REFERENCES

Contractor shall provide at least three (3) references for which your company has provided Services of similar size and scope to that proposed herein (these may be the same projects reported in the Prequalification Form). The State may contact these references users to determine the Services provided are substantially similar in scope to those proposed herein and Contractor's performance has been satisfactory as part of the evaluation of the Application and/or prior to the award or assignment of an HRP contract to a Prequalified Contractor. **Note:** positive written references from owners, designers and/or construction managers for the projects listed below will be scored if provided with a Contractor's Application.

COMPANY NAME	CONTACT NAME	TELEPHONE NUMBER & EMAIL ADDRESS
Construction Development Services Inc.	Chris Suber	757-459-2374 chriss@cpsi-va.com
Core Realty Inc.	Dave Kish	336-213-7641 dkish@corerealtyholdings.com
Northland Investment Corporation	James Anastos	919-757-4929 janastos@northland.com

4.6 BACKGROUND CHECKS

NCEM or CDBG-DR administrating agency (NCDOC) may require the Contractor, its executive officers, its senior management personnel, and/or subcontractors to be assigned to any HRP contract to provide or undergo background checks at Contractor's expense prior to beginning work or at any time during the performance of an HRP contract. When requested, as part of a requested background check, the Contractor must provide NCEM and/or DOC with information for:

- a) Any **criminal felony conviction**, or conviction of any crime involving moral turpitude, including, but not limited to fraud, misappropriation or deception, of Contractor, its officers or directors, or any of its employees or other personnel to provide services on this project, of which Contractor has knowledge or a statement that it is aware of none;
- b) Any **criminal investigation** for any offense involving moral turpitude, including, but not limited to fraud, misappropriation, falsification or deception pending against Contractor of which it has knowledge or a statement it is aware of none;

- c) Any **regulatory sanctions** levied against Contractor or any of its officers, directors or its professional employees expected to provide services on this project by any state or federal regulatory agencies within the past three years or a statement that there are none. As used herein, the term "regulatory sanctions" includes the revocation or suspension of any license or certification, the levying of any monetary penalties or fines, and the issuance of any written warnings;
- d) Any **regulatory investigations** pending against Contractor or any of its officers, directors or its professional employees expected to provide services on this project by any state or federal regulatory agencies of which Contractor has knowledge or a statement that there are none.
- e) Any **civil litigation**, arbitration, proceeding, or judgments pending against Contractor during the three (3) years preceding submission of its proposal herein or a statement that there are none.

Contractor's responses to these requests shall be considered to be continuing representations, and Contractor's failure to notify the NCEM within thirty (30) days of any criminal litigation, investigation or proceeding involving Contractor or its then current officers, directors or persons providing services under this contract during its term shall constitute a material breach of contract. The provisions of this paragraph shall also apply to any subcontractor utilized by Contractor to perform services under this contract.

4.7 CONTRACTOR'S REPRESENTATIONS

- a) Contractor 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. Contractor agrees that it will not enter any agreement with a third party that may abridge any rights of the State under this Contract. Contractor 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 State. Names of any third party vendors or subcontractors of Contractor may appear for purposes of convenience in Contract documents; and shall not limit Contractor's obligations hereunder. Contractor 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 Contractor'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, Contractor will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Contractor to provide and deliver the Services and Deliverables.
- c) Contractor warrants that it has the financial capacity to perform and to continue perform its obligations under the contract; that Contractor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Contractor 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 PREQUALIFICATION

5.1 SCOPE OF SERVICES

NCEM is seeking to qualify highly skilled prime construction contractors to perform, or cause to be performed, rehabilitation, reconstruction, mitigation, elevation and new construction of single-family residential structures in compliance with local, Federal, and State statutory requirements for grants under HUD CDBG-DR program for 2016 North Carolina flood events, related to Hurricane Matthew, and future CDBG-DR allocations within HUD's contract period.

NCEM's prequalification of Contractors is intended to create an "on-call" Contractor list to assign HRP projects based on the work areas requested by the Contractors, work capacity, experience with certain types of construction, experience with certain type of environmental abatements, Bid Book Pricing and such other considerations that may be identified in grant eligibility determinations and CDBG-DR rules/standards and/or NCEM/DOC best practices and/or financial controls. The prequalification and subsequent contracting process may be compared to a multiple Indefinite Delivery/Indefinite Quantity (IDIQ) contracting process. Notwithstanding the above comparisons, Contractor(s) shall be prequalified to: (1) competitively bid new home construction; (2) competitively bid new home construction that will be part of a new subdivision or planned community under the HRP; bid on homes that are in close proximity to each other and have been determined grant eligible (or their scheduled dispositions of their applications will be within the duration of a contract to be awarded or has been awarded in the same area; (3) competitively bid for home elevation projects; or (4) assigned HRP construction projects (all types) based upon capacity, capability, and performance directly, through a local unit of government, or through a third-party grant administrator. Assignment of HRP projects will most likely be the method used from during the initial year of the HRP construction work and may be the preferred method for the remainder of prequalification period. Contractor(s) must demonstrate the ability to provide services in some or all of the 50 affected Counties (excluding Robeson) or identify the counties the Contractor will working. Additionally, Contractor(s) must demonstrate the ability to mobilize within 30 days of award (which shall include obtaining homeowner approval of construction documents and consent to perform the work, design, permitting, surveying, temporary utilities, etc.) and complete assigned construction projects within the contracted time (subject to environmental remediation, construction in most cases should not to exceed 90 days for rehabilitation, 120 days for rehabilitation and reconstruction projects and 150 days for elevation projects) to reduce potential hazards to public welfare and safety. Prequalified Contractor(s) may also be used eligible local governments (ELGs) to as pre-approved construction contractors for the ELGs who can be deployed by either NCEM or impacted ELGs to perform recovery related housing repairs and construction services.

Contractor(s) will be bound to specific terms and conditions which are subject to change prior to the execution of any contract that may result from this Solicitation (Attachment D).

5.2 DESCRIPTION OF SERVICES AND REQUIREMENTS

Contractors must be familiar with North Carolina, local, and/or regional Housing Guidelines, if applicable. Each local/regional program will be nuanced depending on local construction requirements, community recovery needs, program goals, and other applicable locally approved program requirements. The HRP Housing Guidelines are posted on

<https://www.gpo.gov/fdsys/pkg/FR-2017-01-18/pdf/2017-01007.pdf> and are subject to change after the public comment period.

Sample floor plans for 2-bedroom, 3-bedroom, and 4-bedroom Projects will be developed and provided to all Prequalified Contractors for information purposes. NCEM will issue a work order if it wants Contractors develop housing packages based on the sample floor plans. After contract award, the NCEM, in consultation with third-party experts, may approve Contractor-developed plans for use if they are found to be comparable or better than to those included as Exhibit H. Respondent shall not submit Contractor-developed plans with the Application. Contractor-developed plans shall only be considered after prequalification.

5.3 REHABILITATION SCOPE OF WORK

It is anticipated that homes eligible for rehabilitation will require an array of repairs ranging from minor to major. The scope of work for each repaired structure will vary, but may include, although not be limited to, the following:

- a) Development of a thorough scope of necessary repairs using an NCEM prescribed form;
- b) Obtaining all necessary state and local permits and approvals prior to the commencement of the work for each structure;
- c) Providing architectural and house plan renderings;
- d) Demolition of damaged interior and exterior materials;
- e) Foundation leveling, repair, and/or elevation;
- f) Structural damage repair;
- g) Building envelope repair, including:
 - Roof repair or replacement and attendant damage
 - Door and window replacement
 - Siding /veneer repair or replacement
 - Mechanical (HVAC), electrical, and plumbing systems repair or replacement
 - Drywall repair or replacement
 - Rough and trim carpentry;
- h) Surface preparation and painting;
- i) Flooring repair or replacement;
- j) Cabinet and appliance replacement;
- k) Lead-based paint mitigation;
- l) Specialty construction elements associated with historic properties, including coordination with the North Carolina Historical Commission or State Historic Preservation Office (SHPO), as well as other local historic districts and stakeholders in other jurisdictions;
- m) Wind mitigation and retrofitting measures;
- n) Specialty construction elements associated with Green Building Construction techniques as required by HUD);
- o) Addressing special needs accessibility requirements; and
- p) Conducting close-outs for each project, which may include obtaining certificate(s) of occupancy from applicable state and local authorities.

5.4 RECONSTRUCTION AND NEW CONSTRUCTION SCOPE OF WORK

In certain cases, a property owner may only be eligible for the complete reconstruction of his/her home, either substantially within the same footprint as the prior home (reconstruction) or new construction on a different footprint. The scope of work for each reconstructed or newly constructed structure will vary but may include, although not be limited to, the following:

- a) Coordination with the property owner and his/her family from assignment to obtaining a certificate of occupancy for closing;
- b) Utility disconnection and deactivation;
- c) Demolition of existing structure;
- d) Debris removal in accordance with all federal, state, and local requirements, including the disposal of potential asbestos containing materials;
- e) Providing architectural and house plan renderings;
- f) Site preparation;
- g) Construction of new residential structures including 2, 3, and 4-bedroom floor plans in accordance with all applicable local and state codes and standards; and
- i) Accessibility and design of projects to comply with the American with Disabilities Act of 1990 (if applicable) known as ADA requirements with HUD exceptions.

5.5 ELEVATION/MITIGATION SCOPE OF WORK**a. Elevation Process**

Each home elevation will consist of steps to produce the construction documents for local authority having jurisdiction approval. These steps will require multiple site visits by various professionals to develop the necessary documents needed for complete construction documents. Contractor and Contractor's PE/RA will schedule or provide services as follows:

1. Site Survey

All homes that are deemed to need elevations by Contractor (or another service provider) will require a land survey and elevation certificate. The site survey will be scheduled by Contractor to visit the home to conduct a survey. The survey should include property lines, existing setback measurements, the footprint of existing home, elevation heights, and grade heights. When the survey has completed a copy of the land survey will be submitted to the PE/RA for review then submitted to the Contractor.

2. Geotechnical Soil Borings

Geotechnical soil borings will be needed for clarification on soil types at properties where home elevation is required. The Contractor will schedule land survey visit with geotechnical soil boring visit. Two soil borings are required per property and test results will be submitted to the PE/RA office for review. The PE/RA could deem the soil test is not required if testing results are already supplied for adjacent homes, this will be the decision of the PE/RA who will then notify to the Contractor.

3. Architectural Consultation Process

Homeowner will review pre-developed design concepts of the PE/RA and, at the time homeowner agrees to the elevation process, the PE/RA will conduct a survey of pre-existing conditions. When the consultation is completed the PE/RA can proceed with completing the construction documents for the Contractor.

4. Home Owner Construction Document Presentation

Once the construction documents are completed by the Contractors' PE/RA, and approved and signed by the homeowner, a new construction or alterations permit will be secured by the Contractor and construction may begin.

5.6 ADDITIONAL REQUIREMENTS

- a) Provide professional labor, equipment, and materials adequate to perform the work in accordance with the scope of work issued for each eligible applicant's residential structure while ensuring that all applicable housing standards and codes are met;
- b) Comply with all applicable local, state, and federal laws, regulations, and guidelines, which may include: HUD Community Development Block Grant disaster laws, regulations, and guidelines; the Davis Bacon Act (for repairs to properties containing more than eight (8) units); and Section 3 of the Housing and Urban Development Act of 1968;
- c) Mobilize in the awarded Zone(s) within 30 days from the execution of a Work Order;
- d) Provide documentation and tracking of construction progress;
- e) Meet with individual property owners to review the scope of work to be performed, including establishing a work schedule acceptable to property owners and reviewing work upon final inspection;
- f) Meet NCEM's 90-day, 120-day or 150-day work completion requirement for the HRP Project from the Notice to Proceed, homeowner consent/contract execution and/or permitting, whichever is later, and subject to environmental abatements that may impact a Contractor's schedule;
- g) Meet all federal, state, and local requirements for the transport and disposal of municipal solid, industrial, hazardous, and other wastes from demolished structures;
- j) Provide a one-year warranty, and a third party ten-year structural warranty; and
- k) Assist homeowners in vacating their damaged home, if necessary.

5.7 PREQUALIFICATION TERM

Prequalification shall remain open until all HRP homes are under contract for construction. Any contract resulting from this RFP shall be effective from contract execution until June 30, 2021. NCEM, at its own discretion, may extend any contract awarded pursuant to this RFP for up to two additional one-year terms, subject to terms and conditions mutually agreeable to NCEM and the Contractor. A Contractor's prequalification may be rescinded because of poor performance on HRP project, material breaches of contract, substantiated nonpayments to subcontractors/valid payment bond claims, substantiated complaints from homeowners that are serious (e.g., violations of policies concerning alcohol, illegal drugs, possession of firearms, disrespectful behavior, theft of personal property, Contractor damage to real property not subject to rehabilitation, etc.), False Claim Act violations, and misrepresentation of experience and/or references, violations of permits, illegal disposal of hazardous materials, any major OSHA or several minor OSHA

violations, significant injuries to any person during construction caused by failure to follow required safety practices, and/or negative Contractor evaluations.

NCEM reserves the right to utilize the contractors qualified under this RFP for any disaster recovery projects within the 50 affected counties of State of North Carolina for which NCEM becomes the contracting authority.

5.8 NO GUARANTEE OF VOLUME OR USAGE

NCEM makes no guarantee of volume or usage under any contract resulting from this RFP.

5.9 WORK ORDER AUTHORIZATION AND COMPENSATION

During the term of any contract awarded under this RFP, NCEM may request Contractors to perform certain projects as described above, subject to specific work authorization in the form of a General Work Order (Work Order). Work Orders will be assigned to Contractors based on demonstrated capacity in accordance with each Zone's rebuilding needs and demands at program implementation. All Work Orders shall be in writing, signed by both the Contractor and NCEM (or its designee), and shall include a scope of services, a list of tasks to be performed by Contractor, a time schedule, a list of deliverables if any, and such other information or special conditions as may be necessary for the work requested. A Work Order for an HRP project will request the Prequalified Contractor assigned the project to prepare a detailed cost proposal for construction.

A contractor assignment procedure will be developed once a pool of eligible applicants has been determined and shall be provided to Contractors prior to work being assigned.

NCEM shall consider the Cost Proposal provided by Contractor along with site-specific and area-specific construction cost data to establish the cost benchmarks for each Project.

Contractor should submit pricing in Attachment A for each of the Zones which it proposes to provide services under this RFP.

Attachments to this RFP begin on the next page.

Application Number: 19-RFP-014321-WAX

Contractor Name: Rescue Construction Solutions, Inc.

ATTACHMENT A: BID BOOK

SEPARATE ATTACHMENT BECAUSE OF ITS SIZE

ATTACHMENT B: LOCATION OF WORKERS UTILIZED BY CONTRACTOR

In accordance with NC General Statute 143-59.4, the Contractor shall detail the location(s) at which performance will occur, as well as the manner in which it intends to utilize resources or workers outside of the United States in the performance of this Contract. The State will evaluate the additional risks, costs, and other factors associated with such utilization prior to making an award. Please complete items a, b, and c below.

a) Will any work under this Contract be performed outside the United States?

☐ YES ☒ NO

If the Contractor answered "YES" above, Contractor shall complete items 1 and 2 below:

1. List the location(s) outside the United States where work under this Contract will be performed by the Contractor, any sub-Contractors, employees, or other persons performing work under the Contract:

2. Describe the corporate structure and location of corporate employees and activities of the Contractor, its affiliates or any other sub-Contractors that will perform work outside the U.S.:

b) The Contractor agrees to provide notice, in writing to the State, of the relocation of the Contractor, employees of the Contractor, sub-Contractors of the Contractor, or other persons performing services under the Contract outside of the United States

☒ YES ☐ NO

NOTE: All Contractor or sub-Contractor personnel providing call or contact center services to the State of North Carolina under the Contract shall disclose to inbound callers the location from which the call or contact center services are being provided.

c) Identify all U.S. locations at which performance will occur:

N/A

ATTACHMENT C: INSTRUCTIONS TO CONTRACTORS

1. **READ, REVIEW AND COMPLY:** It shall be the Contractor's responsibility to read this entire document, review all enclosures and attachments, and any addenda thereto, and comply with all requirements specified herein, regardless of whether appearing in these Instructions to Contractors or elsewhere in this RFP document.
2. **LATE BIDS:** Late bids, regardless of cause, will not be opened or considered, and will automatically be disqualified from further consideration. It shall be the Vendor's sole responsibility to ensure delivery at the designated office by the designated time.
3. **ACCEPTANCE AND REJECTION:** The State reserves the right to reject any and all bids, to waive any informality in bids and, unless otherwise specified by the Vendor, to accept any item in the bid. If either a unit price or an extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded. Regardless of error or omission, a Vendor shall not be permitted to increase its pricing after the deadline for submitting bids.
4. **BASIS FOR REJECTION:** Pursuant to 01 NCAC 05B .0501, the State reserves the right to reject any and all offers, in whole or in part, by deeming the offer unsatisfactory as to quality or quantity, delivery, price or service offered, non-compliance with the requirements or intent of this solicitation, lack of competitiveness, error(s) in specifications or indications that revision would be advantageous to the State, cancellation or other changes in the intended project or any other determination that the proposed requirement is no longer needed, limitation or lack of available funds, circumstances that prevent determination of the best offer, or any other determination that rejection would be in the best interest of the State.
5. **EXECUTION:** Failure to sign the Execution page (page 3 of the RFP) in the indicated space will render application non-responsive and it shall be rejected.
6. **ORDER OF PRECEDENCE:** In cases of conflict between specific provisions in this solicitation or in any resulting contract, the order of precedence shall be (high to low) (1) any special terms and conditions specific to this RFP, including any negotiated terms; (2) specifications in Sections 2, 4, and 5 of this RFP; (3) North Carolina General Contract Terms and Conditions in ATTACHMENT D: NORTH CAROLINA GENERAL CONTRACT TERMS AND CONDITIONS; (4) Instructions in ATTACHMENT C: INSTRUCTIONS TO CONTRACTORS; and (5) Contractor's Application.
7. **INFORMATION AND DESCRIPTIVE LITERATURE:** Contractor shall furnish all information requested and in the spaces provided in this document. Further, if required elsewhere in this RFP, each Contractor shall submit with their Application sketches, descriptive literature and/or complete specifications covering the products offered.
8. **RECYCLING AND SOURCE REDUCTION:** It is the policy of the State to encourage and promote the purchase of products with recycled content to the extent economically practicable, and to purchase items which are reusable, refillable, repairable, more durable and less toxic to the extent that the purchase or use is practicable and cost-effective. We also encourage and promote using minimal packaging and the use of recycled/recyclable products in the packaging of commodities purchased. However, no sacrifice in quality of packaging will be acceptable. The company remains responsible for providing packaging that will adequately protect the commodity and contain it for its intended use. Companies are strongly urged to bring to the attention of purchasers those products or packaging they offer which have recycled content and that are recyclable.
9. **CERTIFICATE TO TRANSACT BUSINESS IN NORTH CAROLINA:** As a condition of contract award, each out-of-State Vendor that is a corporation, limited-liability company or limited-liability partnership shall have received, and shall maintain throughout the term of The Contract, a Certificate of Authority to Transact Business in North Carolina from the North Carolina Secretary of State, as required by North Carolina law. A State contract requiring only an isolated transaction completed within a period of six months, and not in the course of a number of repeated transactions of like nature, shall not be considered as transacting business in North Carolina and shall not require a Certificate of Authority to Transact Business.
10. **SUSTAINABILITY:** To support the sustainability efforts of the State of North Carolina we solicit your cooperation in this effort. Pursuant to Executive Order 156 (1999), it is desirable that all responses meet the following:
 - All copies of the RFP are printed double sided.

- All submittals and copies are printed on recycled paper with a minimum post-consumer content of 30%.
- Unless absolutely necessary, all applications and copies should minimize or eliminate use of non-recyclable or non-reusable materials such as plastic report covers, plastic dividers, vinyl sleeves, and GBC binding. Three-ringed binders, glued materials, paper clips, and staples are acceptable.
- Materials should be submitted in a format which allows for easy removal, filing and/or recycling of paper and binder materials. Use of oversized paper is strongly discouraged unless necessary for clarity or legibility.

11. **HISTORICALLY UNDERUTILIZED BUSINESSES:** Pursuant to General Statute 143-48 and Executive Order 150 (1999), the State 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.
12. **RECIPROCAL PREFERENCE:** G.S. 143-59 establishes a reciprocal preference requirement to discourage other states from favoring their own resident Vendors by applying a percentage increase to the price of any bid from a North Carolina resident Vendor. To the extent another state does so, North Carolina applies the same percentage increase to the bid of a vendor resident in that state. Residency is determined by a Vendor's "Principal Place of Business," defined as that principal place from which the overall trade or business of the Vendor is directed or managed.
13. **INELIGIBLE VENDORS:** As provided in G.S. 147-86.59 and G.S. 147-86.82, the following companies are ineligible to contract with the State of North Carolina or any political subdivision of the State: a) any company identified as engaging in investment activities in Iran, as determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, and b) any company identified as engaged in a boycott of Israel as determined by appearing on the List of restricted companies created by the State Treasurer pursuant to G.S. 147-86.81. A contract with the State or any of its political subdivisions by any company identified in a) or b) above shall be void *ab initio*.
14. **CONFIDENTIAL INFORMATION:** To the extent permitted by applicable statutes and rules, the State will maintain confidential trade secrets that the Contractor does not wish disclosed. As a condition to confidential treatment, each page containing trade secret information shall be identified in boldface at the top and bottom as "CONFIDENTIAL" by the Contractor, with specific trade secret information enclosed in boxes or similar indication. Cost information shall not be deemed confidential under any circumstances. Regardless of what a Contractor may label as a trade secret, the determination whether it is or is not entitled to protection will be determined in accordance with G.S. 132-1.2. Any material labeled as confidential constitutes a representation by the Contractor that it has made a reasonable effort in good faith to determine that such material is, in fact, a trade secret under G.S. 132-1.2. Contractors are urged and cautioned to limit the marking of information as a trade secret or as confidential so far as is possible.
15. **PROTEST PROCEDURES:** When a Contractor wishes to protest a Contract resulting from this RFP that is awarded by the Division of Purchase and Contract, or awarded by an agency in an awarded amount of at least \$25,000, a Contractor shall submit a written request addressed to the State Purchasing Officer at Purchase and Contract, 1305 Mail Service Center, Raleigh, NC 27699-1305. A protest request related to an award amount of less than \$25,000 shall be sent to the purchasing officer of the agency that issued the award. The protest request shall be received in the proper office within thirty (30) consecutive calendar days from the date of the Contract award. Protest letters shall contain specific grounds and reasons for the protest, how the protesting party was harmed by the award made and any documentation providing support for the protesting party's claims. **Note:** Contract award notices are sent only to the Contractor actually awarded the Contract, and not to every person or firm responding to a solicitation. Bid status and Award notices are posted on the Internet at <https://www.ips.state.nc.us/ips/>. All protests will be handled pursuant to the North Carolina Administrative Code, 01 NCAC 05B .1519. **PROTEST PROCEDURES DO NOT APPLY DENIAL PREQUALIFICATION. PROTEST PROCEDURES WILL APPLY TO THE BIDDING OR ASSIGNMENT OF HRP CONTRACTS.**
16. **MISCELLANEOUS:** Masculine pronouns shall be read to include feminine pronouns, and the singular of any word or phrase shall be read to include the plural and vice versa.
17. **COMMUNICATIONS BY CONTRACTORS:** In submitting its bid, the Contractor agrees not to discuss or otherwise reveal the contents of its bid to any source, government or private, outside of the using or issuing agency until after the award of the Contract or cancellation of this IFB. All Vendors are forbidden from having any communications with the using or issuing agency, or any other representative of the State concerning the solicitation, during the evaluation of the bids (i.e., after the public

opening of the bids and before the award of the Contract), unless the State directly contacts the Contractor(s) for purposes of seeking clarification or another reason permitted by the solicitation. A Contractor shall not: (a) transmit to the issuing and/or using agency any information commenting on the ability or qualifications of any other Contractor to provide the advertised good, equipment, commodity; (b) identify defects, errors and/or omissions in any other Contractor's bid and/or prices at any time during the procurement process; and/or (c) engage in or attempt any other communication or conduct that could influence the evaluation or award of a Contract related to this IFB. Failure to comply with this requirement shall constitute sufficient justification to disqualify a Contractor from a Contract award. Only those communications with the using agency or issuing agency authorized by this IFB are permitted.

18. **WITHDRAWAL OF APPLICATION:** an application may be withdrawn only in writing and actually received by the office issuing the RFP prior to the time for the opening of applications identified on the cover page of this RFP (or such later date included in an Addendum to the RFP). A withdrawal request shall be submitted on Contractor's letterhead and signed by an official of the Contractor authorized to make such request. Any withdrawal request made after the opening of bids shall be allowed only for good cause shown and in the sole discretion of the Division of Purchase and Contract.
19. **INFORMAL COMMENTS:** The State shall not be bound by informal explanations, instructions or information given at any time by anyone on behalf of the State during the competitive process or after award. The State is bound only by information provided in this RFP and in formal Addenda issued.
20. **COST FOR APPLICATION PREPARATION:** Any costs incurred by Contractor in preparing or submitting applications are the Contractor's sole responsibility; the State of North Carolina will not reimburse any Contractor for any costs incurred prior to award.
21. **CONTRACTOR'S REPRESENTATIVE:** Each Contractor shall submit with its application the name, address, and telephone number of the person(s) with authority to bind the firm and answer questions or provide clarification concerning the firm's application.
22. **INSPECTION AT CONTRACTOR'S SITE:** The State reserves the right to inspect, at a reasonable time, the equipment/item, plant or other facilities of a prospective Contractor prior to Contract award, and during the Contract term as necessary for the State determination that such equipment/item, plant or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the Contract.

ATTACHMENT D: NORTH CAROLINA GENERAL TERMS & CONDITIONS

PREQUALIFICATION APPROVAL

- 1. PERFORMANCE AND DEFAULT:** If, through any cause, Contractor shall fail to fulfill in timely and proper manner the obligations under an HRP contract, the State shall have the right to terminate the contract by giving written notice to the Contractor and specifying the effective date thereof. In that event, any or all finished or unfinished deliverable items under HRP contract prepared by the Contractor shall, at the option of the State, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any acceptable work completed as to which the option is exercised. Notwithstanding the foregoing, Contractor shall not be relieved of liability to the State for damages sustained by the State by virtue of any breach of HRP Contract, and the State may withhold any payment due the Contractor for the purpose of setoff until such time as the exact amount of damages due the State from such breach can be determined. The State reserves the right to require at any time a performance bond or other acceptable alternative performance guarantees from a Contractor without expense to the State.

In the event of default by the Contractor, the State may procure the goods and services necessary to complete performance of an HRP contract from other prequalified contractors and hold the Contractor responsible for any excess cost occasioned thereby. In addition, in the event of default by the Contractor under HRP Contract, or upon the Contractor filing a petition for bankruptcy or the entering of a judgment of bankruptcy by or against the Contractor, the State may immediately cease doing business with the Contractor, immediately terminate The Contract for cause, and may take action to debar the Contractor from doing future business with the State.

A default termination of any HRP contract will automatically cause Contractor's prequalification to be revoked. If Contractor is satisfactorily performing other HRP contracts, the Contract WILL NOT be cross defaulted on the other HRP Projects.

- 2. GOVERNMENTAL RESTRICTIONS:** In the event any Governmental restrictions are imposed which necessitate alteration of the material, quality, workmanship or performance of the items offered prior to their delivery, it shall be the responsibility of the Contractor to notify, in writing, the issuing purchasing office at once, indicating the specific regulation which required such alterations. The State reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the Contract.
- 3. AVAILABILITY OF FUNDS:** Any and all payments to the Contractor are dependent upon and subject to the availability of funds to the agency for the purpose set forth in this Contract.
- 4. TAXES:** Any applicable taxes shall be invoiced as a separate item.
- a. G.S. 143-59.1 bars the Secretary of Administration from entering into Contracts with Contractors if the Contractor or its affiliates meet one of the conditions of G.S. 105-164.8(b) and refuses to collect use tax on sales of tangible personal property to purchasers in North Carolina. Conditions under G.S. 105-164.8(b) include: (1) Maintenance of a retail establishment or office, (2) Presence of representatives in the State that solicit sales or transact business on behalf of the Contractor and (3) Systematic exploitation of the market by media-assisted, media-facilitated, or media-solicited means.

By execution of the RFP document the Contractor certifies that it and all of its affiliates, (if it has affiliates), collect(s) the appropriate taxes.

- b. All agencies participating in this Contract are exempt from Federal Taxes, such as excise and transportation. Exemption forms submitted by the Contractor will be executed and returned by the using agency.
- c. Prices offered are not to include any personal property taxes, nor any sales or use tax (or fees) unless required by the North Carolina Department of Revenue.

5. **SITUS AND GOVERNING LAWS:** This Contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina, without regard to its conflict of laws rules, and within which State all matters, whether sounding in Contract or tort or otherwise, relating to its validity, construction, interpretation and enforcement shall be determined.
6. **PAYMENT TERMS:** Payment terms are Net not later than 30 days after receipt of correct invoice or acceptance of goods or services, whichever is later. The using agency is responsible for all payments to the Contractor under the Prequalification. Payment by some agencies may be made by procurement card, if the Contractor accepts that card (Visa, MasterCard, etc.) from other customers, and it shall be accepted by the Contractor for payment under the same terms and conditions as any other method of payment accepted by the Contractor. If payment is made by procurement card, then payment may be processed immediately by the Contractor.
7. **AFFIRMATIVE ACTION:** The Contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin or disability.
8. **TERMINATION FOR CONVENIENCE:** If this Prequalification contemplates deliverables, services and/or performance over a period of time, the State may terminate this contract at any time by providing 60 days' notice in writing from the State to the Contractor. In that event, any or all finished or unfinished deliverable items prepared by the Contractor under this contract shall, at the option of the State, become its property. If the contract is terminated by the State as provided in this section, the State shall pay for those items for which such option is exercised, less any payment or compensation previously made.
9. **ADVERTISING:** Contractor agrees not to use the existence of this Prequalification or any HRP contract or the name of the State of North Carolina as part of any commercial advertising or marketing of products or services. A Contractor may inquire whether the State is willing to act as a reference by providing factual information directly to other prospective customers.
10. **ACCESS TO PERSONS AND RECORDS:** During and after the term hereof, the State Auditor and any using agency's internal auditors shall have access to persons and records related to this Contract to verify accounts and data affecting fees or performance under the Contract, as provided in G.S. 143-49(9).
11. **ASSIGNMENT:** No assignment of the Contractor's Prequalification nor the Contractor's right to receive payment hereunder or under an HRP contract shall be permitted.

However, upon written request approved by the issuing purchasing authority and solely as a convenience

to the Contractor, the State may:

- a. Forward the Contractor's payment check directly to any person or entity designated by the Contractor, and
- b. Include any person or entity designated by Contractor as a joint payee on the Contractor's payment check.

In no event shall such approval and action obligate the State to anyone other than the Contractor and the Contractor shall remain responsible for fulfillment of all Contract obligations. Upon advance written request, the State may, in its unfettered discretion, approve an assignment to the surviving entity of a merger, acquisition or corporate reorganization, if made as part of the transfer of all or substantially all of the Contractor's assets. Any purported assignment made in violation of this provision shall be void and a material breach of this Contract.

12. INSURANCE:

COVERAGE - During the term of the Contract, the Contractor at its sole cost and expense shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the Contract. As a minimum, the Contractor shall provide and maintain the following coverage and limits:

- a. **Worker's Compensation** - The Contractor shall provide and maintain Worker's Compensation Insurance, as required by the laws of North Carolina, as well as employer's liability coverage with minimum limits of \$500,000.00, covering all of Contractor's employees who are engaged in any work under the Contract. If any work is sublet, the Contractor shall require the sub-Contractor to provide the same coverage for any of his employees engaged in any work under the Contract.
- b. **Commercial General Liability** - General Liability Coverage on a Comprehensive Broad Form on an occurrence basis in the minimum amount of \$1,000,000.00 Combined Single Limit. (Defense cost shall be in excess of the limit of liability.)
- c. **Automobile** - Automobile Liability Insurance, to include liability coverage, covering all owned, hired and non-owned vehicles, used in connection with the Contract. The minimum combined single limit shall be \$250,000.00 bodily injury and property damage; \$250,000.00 uninsured/under insured motorist; and \$2,500.00 medical payment.

NCEM and its CM reserve the right to request additional insurance coverage and/or increases in limits during the Prequalification period and/or for specific HRP contracts.

REQUIREMENTS - Providing and maintaining adequate insurance coverage is a material obligation of the Contractor and is of the essence of this Contract. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The Contractor shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this Contract. The limits of coverage under each insurance policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under the Contract.

13. GENERAL INDEMNITY: The Contractor shall hold and save the State, its officers, agents, and

employees, harmless from liability of any kind, including all claims and losses accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this Contract, and from any and all claims and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the Contractor in the performance of this Contract and that are attributable to the negligence or intentionally tortious acts of the Contractor provided that the Contractor is notified in writing within 30 days that the State has knowledge of such claims. The Contractor represents and warrants that it shall make no claim of any kind or nature against the State's agents who are involved in the delivery or processing of Contractor goods to the State. The representation and warranty in the preceding sentence shall survive the termination or expiration of this Contract.

14. ELECTRONIC PROCUREMENT: DELETED.

15. COMPLIANCE WITH LAWS: Contractor shall comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business and performance in accordance with this contract, including those of federal, state, and local agencies having jurisdiction and/or authority.

16. ENTIRE AGREEMENT: This RFP and any documents incorporated specifically by reference represent the entire agreement between the parties and supersede all prior oral or written statements or agreements. This RFP, any Addenda hereto, and the Contractor's application are incorporated herein by reference as though set forth verbatim. All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.

17. AMENDMENTS: This Prequalification may be amended only by written amendments duly executed by the State (NCEM and/or DOC) and the Contractor.

18. NO WAIVER: Notwithstanding any other language or provision in RFP, nothing herein is intended nor shall be interpreted as a waiver of any right or remedy otherwise available to the State under applicable law. The waiver by the State of any right or remedy on any one occasion or instance shall not constitute or be interpreted as a waiver of that or any other right or remedy on any other occasion or instance.

19. FORCE MAJEURE: Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations as a result of events beyond its reasonable control, including without limitation, fire, power failures, any act of war, hostile foreign action, nuclear explosion, riot, strikes or failures or refusals to perform under subcontracts, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

20. SOVEREIGN IMMUNITY: Notwithstanding any other term or provision in this RFP, nothing herein is intended nor shall be interpreted as waiving any claim or defense based on the principle of sovereign immunity that otherwise would be available to the State under applicable law.

21. ACCOUNTABILITY: Employees of other public and private organizations providing a service to the agency are accountable to the North Carolina Department of Public Safety (DPS) Departmental Purchasing Contract Administrator and the facility head or designee of the program in which they work. The facility

head or designee shall report all non-compliance issues in writing to the North Carolina DPS Departmental Purchasing Contract Administrator. The North Carolina DPS Departmental Purchasing Contract Administrator shall work with the employee of the public or private organization providing the service in order to bring performance up to expectations or terminate services if the conditions justify.

22. **ESCALATION CLAUSE:** The following is only applicable if not addressed in a Contractor's Bid Pricing Book and/or HRP contract. Prices offered as a result of the Prequalification shall be firm for a period of one (1) year from the date of initial performance of any HRP contract. If the contract provides for an option year(s) and NCEM exercises that option(s), the contractor may request a price increase for that year but it must not exceed the change in points during the previous twelve (12) month period in the *Consumer Price Index-All Items (All Urban Consumers: (1982-1984) or 5%, whichever is less. If the requested increase is in compliance with these specified limitations, the new price will be effective thirty (30) days from the date the request is received by NCEM. Consumer Price Index: U. S. Department of Labor, Bureau of Labor Statistics; www.bls.gov
23. **ALCOHOL/DRUG FREE WORK PLACE POLICY:** A copy of NCEM's Alcohol/Drug Free Work Place Policy is attached (ATTACHMENT E) to this solicitation. The contractor shall use reasonable and good faith efforts to ensure that employees/staff are aware of NCEM's policy. The contractor understands that its employees/staff are required to abide by these standards. The contractor further understands that possession, use, manufacture, or distribution of illegal drugs or alcohol in violation of this policy, by employees/staff participating in the performance of this contract, may result in immediate termination of this contract for cause.
24. **PREA:** "The NC Department of Public Safety is committed to a standard of zero-tolerance pertaining to unduly familiar or sexually abusive behavior either by another juvenile or by staff, volunteer, Contractor, contractor or party. Staff, volunteers, Contractors, contractors or parties are strictly prohibited from engaging in personal dealings or any conduct of a sexual nature with any inmate or juvenile. Conversation and conduct with any inmate or juvenile must be professional at all times. Sexual acts between a juvenile or inmate and staff, volunteer, Contractor, contractor or party may violate North Carolina law. Additionally, sexual acts between a juvenile or inmate and staff member will contradict the standards of the federal Prison Rape Elimination Act of 2003 (PREA). Such acts also may be punishable, at a minimum, as a Class E felony in North Carolina. Under North Carolina, consent of the inmate or juvenile may not available as a defense for an individual who is charged criminally based on sexual conduct with the inmate or juvenile. Also, pursuant to PREA standards, no juvenile or inmate can consent to engage in sexual activity with staff, volunteers, Contractors, contractors or parties. Any contractual facility will comply with the national standards to prevent, detect, and respond to PREA (115.12, 212, 312) and permit the Department to monitor this aspect of the contract to ensure compliance with the PREA standards. As a valued partner with DPS, it is important to remember that if you become aware of a report of any incidents of unduly familiar or sexually abusive behavior or sexual harassment, you have a duty to report this information immediately to your contact person with the Agency, by email to prea@ncdps.gov, or the DPS Communications office at (800) 368-1985.

Additionally, it may violate North Carolina law to sell or give an inmate or juvenile any alcoholic beverages, barbiturate or stimulant drug, or any narcotic, poison or poisonous substance, except upon the prescription of a physician; and it may violate North Carolina law to give an inmate or juvenile any tobacco or tobacco products, alcohol, or cell phones. It may also violate NCDPS policy to convey to or take from any juvenile or inmate any letters, or verbal messages; to convey any weapon or instrument by which to

effect an escape, or that will aid in an assault or insurrection; to trade with any inmate for clothing or stolen goods or to sell any inmate any article forbidden by NCDPS policy.

By signing this document, you acknowledge that you understand and will abide by this policy as outlined above."

25. Contractor Shall comply with current federal laws, suspension and debarment regulations pursuant 2 CFR 200 Sub-part F and OMB Circular A-133 which states in pertinent part that "effective November 26, 2003, when a non-federal entity enters into a covered transaction with an entity at a lower tier, the non-federal entity must verify that the entity is not suspended or debarred or otherwise excluded.

Contractor shall be responsible to ensure that it has checked the federal System for Awards Management (SAM) <https://www.sam.gov/portal/SAM> and the State Debarred Contractors Listing, <http://www.pandc.nc.gov/actions.asp> to verify that contractors or sub-Recipients have not been suspended or debarred from doing business with federal or State government".

CONSTRUCTION MANAGEMENT & CONSTRUCTION TERMS & CONDITIONS

The following terms, conditions, requirements and deadlines shall be incorporated in all contracts awarded to Prequalified Contractors pursuant to the CDBG-DR HRP Program and grant eligibility determinations.

ARTICLE 1 - WORKING DRAWINGS AND SPECIFICATIONS AT THE JOB SITE

- a. The Contractor shall maintain, in readable condition at his job office, one complete set of working drawings and specifications for his work including all shop drawings. Such drawings and specifications shall be available for use by the Contractor's Designer, CM and/or NCEM. A copy of the plans and specifications shall be provided the homeowner.
- b. The Contractor shall maintain at the job office, a day-to-day record of work-in-place that is at variance with the contract documents. Such variations shall be fully noted on project drawings by the Contractor and submitted to the designer and CM upon project completion and no later than thirty (30) days after acceptance of the project.
- c. The Contractor shall maintain at the job office a record of all required tests or special inspections that have been performed, clearly indicating the scope of work inspected and the date of approval or rejection. Contractor shall make available these tests and special inspection reports available to CM, NCEM, AHJ and homeowner upon request.

ARTICLE 2 - OWNERSHIP OF DRAWINGS AND SPECIFICATIONS

All drawings and specifications are instruments of service and remain the property of the Contractor and/or its designer, but owner had have a license to use drawings and specifications for future renovation or work at home. Homeowner's use of these instruments on work other than this contract without permission of the Contractor is prohibited.

ARTICLE 3 - MATERIALS, EQUIPMENT, EMPLOYEES

- a. The contractor shall, unless otherwise specified, supply and pay for all labor, transportation, materials, tools, apparatus, lights, power, heat, sanitary facilities, water, scaffolding and incidentals

necessary for the completion of his work, and shall install, maintain and remove all equipment of the construction, other utensils or things, and be responsible for the safe, proper and lawful construction, maintenance and use of same, and shall construct in the best and most workmanlike manner, a complete job and everything incidental thereto, as shown on the plans, stated in the specifications, or reasonably implied therefrom, all in accordance with the contract documents.

- b. All materials shall be new and of quality specified, except where reclaimed material is authorized herein and approved for use. Workmanship shall at all times be of a grade accepted as the best practice of the particular trade involved, and as stipulated in written standards of recognized organizations or institutes of the respective trades except as exceeded or qualified by the specifications.
- c. Upon notice, the contractor shall furnish evidence as to quality of materials.
- d. Products are generally specified by ASTM or other reference standard and/or by manufacturer's name and model number or trade name. When specified only by reference standard, the Contractor may select any product meeting this standard, by any manufacturer. When several products or manufacturers are specified as being equally acceptable, the Contractor has the option of using any product and manufacturer combination listed. However, the contractor shall be aware that the cited examples are used only to denote the quality standard of product desired and that they do not restrict bidders to a specific brand, make, manufacturer or specific name; that they are used only to set forth and convey to bidders the general style, type, character and quality of product desired; and that equivalent products will be acceptable. Request for substitution of materials, items, or equipment shall be submitted to the designer for approval or disapproval; such approval or disapproval shall be made by the designer prior to the opening of bids. Alternate materials may be requested after the award if it can clearly be demonstrated that it is an added benefit to the owner and the designer and owner approves.
- e. The CM, NCEM and/or DOC's consultant shall be the judge of equality for proposed substitution of products, materials or equipment and whether it complies with CDBG-DR, HRP and/or grant eligibility rules, requirements and/or standards.

ARTICLE 4 - ROYALTIES, LICENSES AND PATENTS

It is the intention of the contract documents that the work covered herein will not constitute in any way infringement of any patent whatsoever unless the fact of such patent is clearly evidenced herein. The contractor shall protect and save harmless the homeowner, CM, NCEM, DOC, State of North Carolina and/or U.S. Department of Housing and Urban Development against suit on account of alleged or actual infringement. The contractor shall pay all royalties and/or license fees required on account of patented articles or processes, whether the patent rights are evidenced hereinafter.

ARTICLE 5 - PERMITS, INSPECTIONS, FEES, REGULATIONS

- a. The contractor shall give all notices and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work under this contract. If the contractor observes that the drawings and specifications are at variance therewith, he shall promptly notify the designer in

writing. See Instructions to Bidders, Paragraph 3, Bulletins and Addenda. Any necessary changes required after contract award shall be made by change order in accordance with Article 19. If the contractor performs any work knowing it to be contrary to such laws, ordinances, codes, rules and regulations, and without such notice to the designer, he shall bear all cost arising therefrom. Additional requirements implemented after bidding will be subject to equitable negotiations.

b. All work under this contract shall conform to the North Carolina State Building Code and other State, local and national codes as are applicable. The cost of all required inspections and permits shall be the responsibility of the contractor and included within the bid proposal. All water taps, meter barrels, vaults and impact fees shall be paid by the contractor unless otherwise noted.

ARTICLE 6 - PROTECTION OF WORK, PROPERTY AND THE PUBLIC

- a. The contractors shall be jointly responsible for the entire site and the building or construction of the same and provide all the necessary protections, as required by the owner or designer, and by laws or ordinances governing such conditions. They shall be responsible for any damage to the owner's property, or of that of others on the job, by them, their personnel, or their subcontractors, and shall make good such damages. They shall be responsible for and pay for any damages caused to the owner. All contractors shall have access to the project at all times.
- b. The contractor shall provide cover and protect all portions of the structure when the work is not in progress, provide and set all temporary roofs, covers for doorways, sash and windows, and all other materials necessary to protect all the work on the building, whether set by him, or any of the subcontractors. Any work damaged through the lack of proper protection or from any other cause, shall be repaired or replaced without extra cost to the owner.
- c. No fires of any kind will be allowed inside or around the operations during the course of construction without special permission from the designer and owner.
- d. The contractor shall protect all trees and shrubs designated to remain in the vicinity of the operations by building substantial boxes around same. He shall barricade all walks, roads, etc., as directed by the designer to keep the public away from the construction. All trenches, excavations or other hazards in the vicinity of the work shall be well barricaded and properly lighted at night.
- e. The contractor shall provide all necessary safety measures for the protection of all persons on the job, including the requirements of the A.G.C. *Accident Prevention Manual in Construction*, as amended, and shall fully comply with all state laws or regulations and North Carolina State Building Code requirements to prevent accident or injury to persons on or about the location of the work. He shall clearly mark or post signs warning of hazards existing, and shall barricade excavations, elevator shafts, stairwells and similar hazards. He shall protect against damage or injury resulting from falling materials and he shall maintain all protective devices and signs throughout the progress of the work.
- f. The contractor shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926, published in Volume 39, Number 122,

Part II, June 24, 1974, *Federal Register*), and revisions thereto as adopted by General Statutes of North Carolina 95-126 through 155.

- g. The contractor shall designate a responsible person of his organization as safety officer/inspector to inspect the project site for unsafe health and safety hazards, to report these hazards to the contractor for correction, and whose duties also include accident prevention on the project, and to provide other safety and health measures on the project site as required by the terms and conditions of the contract. The name of the safety inspector shall be made known to the designer and owner at the time of the preconstruction conference and in all cases prior to any work starting on the project.
- g. In the event of emergency affecting the safety of life, the protection of work, or the safety of adjoining properties, the contractor is hereby authorized to act at his own discretion, without further authorization from anyone, to prevent such threatened injury or damage. Any compensation claimed by the contractor on account of such action shall be determined as provided for under Article 19(b).
- h. Any and all costs associated with correcting damage caused to adjacent properties of the construction site or staging area shall be borne by the contractor. These costs shall include but not be limited to flooding, mud, sand, stone, debris, and discharging of waste products.

ARTICLE 7 - SEDIMENTATION POLLUTION CONTROL ACT OF 1973

- a. Any land-disturbing activity performed by the contractor(s) in connection with the project shall comply with all erosion control measures set forth in the contract documents and any additional measures which may be required in order to ensure that the project is in full compliance with the Sedimentation Pollution Control Act of 1973, as implemented by Title 15, North Carolina Administrative Code, Chapter 4, Sedimentation Control, Subchapters 4A, 4B and 4C, as amended (15 N.C.A.C. 4A, 4B and 4C).
- b. Upon receipt of notice that a land-disturbing activity is in violation of said act, the contractor(s) shall be responsible for ensuring that all steps or actions necessary to bring the project in compliance with said act are promptly taken.
- c. The contractor(s) shall be responsible for defending any legal actions instituted pursuant to N.C.G.S. 113A-64 against any party or persons described in this article.
- d. To the fullest extent permitted by law, the contractor(s) shall indemnify and hold harmless the owner, the designer and the agents, consultants and employees of the owner and designer, from and against all claims, damages, civil penalties, losses and expenses, including, but not limited to, attorneys' fees, arising out of or resulting from the performance of work or failure of performance of work, provided that any such claim, damage, civil penalty, loss or expense is attributable to a violation of the Sedimentation Pollution Control Act. Such obligation shall not be construed to negate, abridge or otherwise reduced any other right or obligation of indemnity which would otherwise exist as to any party or persons described in this article.

ARTICLE 8 - INSPECTION OF THE WORK

- a. It is a condition of this contract that the work shall be subject to inspection during normal working hours and during any time work is in preparation and progress by the Contractor's designer, designated official representatives of the CM, AHJ, NCEM, homeowner and those persons required by state law to test special work for official approval. The contractor shall therefore provide safe access to the work at all times for such inspections. Homeowner must give advance notice to Contractor and/or CM to ensure homeowner safety pursuant to OSHA requirements.
- b. Where special inspection or testing is required by virtue of any state laws, instructions of the designer, specifications or codes, the contractor shall give adequate notice to the designer and CM of the time set for such inspection or test, if the inspection or test will be conducted by a party other than the designer. Such special tests or inspections will be made in the presence of the designer, or his authorized representative, CM (if necessary) and it shall be the contractor's responsibility to serve ample notice of such tests.
- e. All laboratory tests shall be paid by the Contractor unless provided otherwise in the contract documents including laboratory tests to establish design mix for concrete, and for additional tests to prove compliance with contract documents where materials have tested deficient except when the testing laboratory did not follow the appropriate ASTM testing procedures.
- f. Should any work be covered up or concealed prior to inspection and approval by AHJ and CM (when required by the contract) and/or special inspector such work shall be uncovered or exposed for inspection, if so requested by AHJ (verbally or in writing) or CM (in writing). Inspection of the work will be made upon notice from the contractor. All cost involved in uncovering, repairing, replacing, recovering and restoring to design condition, the work that has been covered or concealed will be paid by the contractor involved.

ARTICLE 9 - CONSTRUCTION SUPERVISION

- a. The contractor shall, employ an engineer or a land surveyor licensed in the State of North Carolina to lay out the work and to establish a bench mark in a location where same will not be disturbed and where direct instruments sights may be taken.

ARTICLE 10 - CONTRACTOR AND SUBCONTRACTOR RELATIONSHIPS

- a. The contractor agrees that the terms of its contract with homeowner documents shall apply equally to each subcontractor as to the contractor, and the contractor agrees to take such action as may be necessary to bind each subcontractor to these terms. The contractor further agrees to conform to the Code of Ethical Conduct as adopted by the Associated General Contractors of America, Inc., with respect to contractor-subcontractor relationships, and that payments to subcontractors shall be made in accordance with the provisions of G.S. 143-134.1 titled Interest on final payments due to prime contractors: payments to subcontractors.

- b. Within seven days of receipt by the contractor of each periodic or final payment, the prime contractor shall pay the subcontractor based on work completed or service provided under the subcontract. Should any periodic or final payment to the subcontractor be delayed by more than seven days after receipt of periodic or final payment by the prime contractor, the contractor shall pay the subcontractor interest, beginning on the eighth day, at the rate of one percent (1%) per month or fraction thereof on such unpaid balance as may be due. The CM and NCEM shall not be liable for interest resulting from a Contractor's failure to pay any subcontractor.
- c. NCEM will retain no more than five (5) percent of progress payments from Contractor, which will be release upon final acceptance of the HRP project. Should Contract fail to perform work under the contract, substantially delays completion of the work, or fails to correct non-conforming work in a timely manner, NCEM through the CM may use retainage to correct non-conforming work and/or complete performance of the contract. The percentage of retainage on payments made by the contractor to the subcontractor shall not exceed the percentage of retainage on payments made by NCEM to the contractor. Any percentage of retainage on payments made by the contractor to the subcontractor that exceeds the percentage of retainage on payments made by NCEM to the contractor shall be subject to interest to be paid by the contractor to the subcontractor at the rate of one percent (1%) per month or fraction thereof.
- d. Nothing in this section shall prevent the contractor at the time of application and certification to the CM and NCEM from withholding application and certification to the NCEM for payment to the subcontractor for unsatisfactory job progress; defective construction not remedied; disputed work; third-party claims filed or reasonable evidence that claim will be filed; failure of subcontractor to make timely payments for labor, equipment and materials; damage to contractor or another subcontractor; reasonable evidence that subcontract cannot be completed for the unpaid balance of the subcontract sum; or a reasonable amount for retainage not to exceed the initial percentage retained by NCEM.

ARTICLE 11 - CHANGES IN THE WORK

- a. The NCEM through CM may make changes made in the work covered by the contract. These changes will not invalidate and will not relieve or release the contractor from any guarantee given by it pertinent to the contract provisions. These changes will not affect the validity of the guarantee bond and will not relieve the surety or sureties of said bond. All extra work shall be executed under conditions of the original contract.
- b. Except in an emergency endangering life or property, no change shall be made by the contractor except upon receipt of approved change order or written field order from the CM authorizing such change. No claim for adjustments of the contract price shall be valid unless this procedure is followed.

A field order, transmitted by fax, electronically, or hand delivered, may be used where the change involved impacts the critical path of the work. A formal change order shall be issued as expeditiously as possible.

In the event of emergency endangering life or property, the contractor may be directed to proceed on a time and material basis whereupon the contractor shall proceed and keep accurately on such form as specified by the CM and/or NCEM, a correct account of costs together with all proper invoices, payrolls and supporting data. Upon completion of the work the change order will be prepared as outlined under either Method "c(1)" or Method "c(2)" or both.

- c. In determining the values of changes, either additive or deductive, contractors are restricted to the use of the following methods:
 - 1. Where the extra work involved is covered by unit prices quoted in the proposal, or subsequently agreed to by the Contractor, CM and NCEM the value of the change shall be computed by application of unit prices based on quantities, estimated or actual as agreed of the items involved, except in such cases where a quantity exceeds the estimated quantity allowance in the contract by one hundred percent (100%) or more. In such cases, either party may elect to proceed under subparagraph c2 herein. If neither party elects to proceed under c2, then unit prices shall apply.
 - 2. The contracting parties shall negotiate and agree upon the equitable value of the change prior to issuance of the change order, and the change order shall stipulate the corresponding lump sum adjustment to the contract price.
- d. Under Paragraph "b" and Methods "c(2)" above, the allowances for overhead and profit combined shall be as follows: all contractors, its subcontractors (1st tier subs), or their sub-subcontractors (2nd tier subs, 3rd tier subs, etc.) shall be allowed a maximum of 10% on work they each self-perform; the contractor shall be allowed a maximum of 5% on contracted work of his 1st tier sub; 1st tier, 2nd tier, 3rd tier, etc., Contractor shall be allowed a maximum of 2.5% on the contracted work of their subs. Under Method "c(1)", no additional allowances shall be made for overhead and profit. In the case of deductible change orders, under Method "c(2)" and Paragraph (b) above, the contractor shall include no less than five percent (5%) profit, but no allowances for overhead.
- e. The term "net cost" as used herein shall mean the difference between all proper cost additions and deductions. The "cost" as used herein shall be limited to the following:
 - 1. The actual costs of materials and supplies incorporated or consumed as part of the work;
 - 2. The actual costs of labor expended on the project site; labor expended in coordination, change order negotiation, record document maintenance, shop drawing revision or other tasks necessary to the administration of the project are considered overhead whether they take place in an office or on the project site.
 - 3. The actual costs of labor burden, limited to the costs of social security (FICA) and Medicare/Medicaid taxes; unemployment insurance costs; health/dental/vision insurance premiums; paid employee leave for holidays, vacation, sick leave, and/or petty leave, not to exceed a total of 30 days per year; retirement contributions; worker's compensation insurance premiums; and the costs of general liability insurance when premiums are computed based on payroll amounts; the total of which shall not exceed thirty percent (30%) of the actual costs of

labor;

4. The actual costs of rental for tools, excluding hand tools; equipment; machinery; and temporary facilities required for the work;
5. All labor costs must comply with federal prevailing wage laws;
6. The actual costs of premiums for bonds, insurance, permit fees, and sales or use taxes related to the work.

Overtime and extra pay for holidays and weekends may be a cost item only to the extent approved by the owner.

- f. Should concealed conditions be encountered in the performance of the work below grade, or should concealed or unknown conditions in an existing structure be at variance with the conditions indicated by the contract documents, the contract sum and time for completion may be equitably adjusted by change order upon claim by either party made within thirty (30) days after the condition has been identified. The cost of such change shall be arrived at by one of the foregoing methods. All change orders shall be supported by a unit cost breakdown showing method of arriving at net cost as defined above.
- g. In all change orders, the procedure will be for the CM to request proposals for the change order work in writing. The contractor will provide such proposal and supporting data in suitable format. The CM shall verify correctness. Delay in the processing of the change order due to lack of proper submittal by the contractor of all required supporting data shall not constitute grounds for a time extension or basis of a claim. Within fourteen (14) days after receipt of the contractor's accepted proposal including all supporting documentation required by the CM, the CM shall prepare the change order and forward to the contractor for his signature or otherwise respond, in writing, to the contractor's proposal. Within seven (7) days after receipt of the change order executed by the contractor, the CM's representative shall certify the change order by his or her signature, and forward the change order and all supporting data to the NCEM for its review for CDBG-DR, HRP and/or grant eligibility compliance and, if compliant, NCEM will sign the change order and the revised scope of work may proceed. If the change order is denied, then Contractor shall not proceed with the work or may request the homeowner to approve of and pay for the proposed change in work. In case of emergency or extenuating circumstances, approval of changes may be obtained verbally by telephone or field orders approved by all parties, then shall be substantiated in writing as outlined under normal procedure.
- h. At the time of signing a change order, the contractor shall be required to certify as follows:

"I certify that my bonding company will be notified forthwith that my contract has been changed by the amount of this change order, and that a copy of the approved change order will be mailed upon receipt by me to my surety."

- i. A change order, when issued, shall be full compensation, or credit, for the work included, omitted or substituted. It shall show on its face the adjustment in time for completion of the project as a result of the change in the work.

ARTICLE 12 - TIME OF COMPLETION, DELAYS, EXTENSION OF TIME

- a. The Contractor shall commence work to be performed under this agreement on a date to be specified in a written Notice to Proceed from the CM and shall fully complete all work hereunder within the time of completion stated in the Contract. Time is of the essence and the contractor acknowledges the homeowner will likely suffer financial damage for failure to complete the work within the time of completion. For each day in excess of the above number of days, the contractor(s) shall pay the homeowner the sum of \$250.00 per day as liquidated damages reasonably estimated in advance to cover the losses to be incurred by the owner by reason of failure of said contractor(s) to complete the work within the time specified, such time being in the essence of this contract and a material consideration thereof. If Contractor disputes the calculation of liquidated damages, then homeowner may recover actual damages.
- b. If the contractor is delayed at any time in the progress of his work solely by any act or negligence of the homeowner, CM or NCEM; by changes ordered in the work; by labor disputes at the project site; by abnormal weather conditions not reasonably anticipated for the locality where the work is performed; by unavoidable casualties; by any causes beyond the contractor's control; or by any other causes which the designer and owner determine may justify the delay, then the contract time may be extended by change order only for the time which the CM and NCEM may determine is reasonable.

Time extensions will not be granted for rain, wind, snow or other natural phenomena of normal intensity for the locality where work is performed. For purpose of determining extent of delay attributable to unusual weather phenomena, a determination shall be made by comparing the weather for the contract period involved with the average of the preceding five (5) year climatic range during the same time interval based on the National Oceanic and Atmospheric Administration National Weather Service statistics for the locality where work is performed and on daily weather logs kept on the job site by the contractor reflecting the effect of the weather on progress of the work and initialed by the designer's representative. No weather delays shall be considered after the building is dried in unless work claimed to be delayed is on the critical path of the baseline schedule or approved updated schedule. Time extensions for weather delays, acts of God, labor disputes, fire, delays in transportation, unavoidable casualties or other delays which are beyond the control of the Owner do not entitle the Contractor to compensable damages for delays. Any contractor claim for compensable damages for delays is limited to delays caused solely by the owner or its agents. Contractor caused delays shall be accounted for before owner or designer caused delays in the case of concurrent delays.

- b. Request for extension of time shall be made in writing to the CM, copies to NCEM and the homeowner, within twenty (20) days following cause of delay.
- c. The contractor shall notify his surety in writing of extension of time granted.

ARTICLE 13 – APPLICATIONS FOR PAYMENT

- a. Not later than the fifth day of the month (or other date set by Contract, CM and NCEM), the contractor shall submit to the CM a request for payment for work done during the previous month. The request shall be in the form agreed upon between the contractor and the CM, but shall show substantially the value of work done and materials delivered to the site during the period since the last payment, and shall sum up the financial status of the contract with the following information:
 1. Total of contract including change orders.
 2. Value of work completed to date.
 3. Less five percent (5%) retainage.
 4. Less previous payments.
 5. Current amount due.
- b. The contractor, upon request of the CM, shall substantiate the request with invoices of vouchers or payrolls or other evidence including compliance with federal prevailing wage laws.
- c. Prior to submitting the first request, the contractor shall prepare for the CM a schedule of values (SOV) showing a breakdown of the contract price into values of the various parts of the work, so arranged as to facilitate payments to Contractor and subcontractors. The Contractor shall list the value of each subcontractor and supplier, identifying each minority business subcontractor and supplier.
- d. When payment is made on account of stored materials and equipment, such materials must be stored on the homeowner's property, and the requests for payments shall be accompanied by invoices or bills of sale or other evidence to establish the homeowner's title to such materials and equipment. Such payments will be made only for materials that have been customized or fabricated specifically for this project. Raw materials or commodity products including but not limited to piping, conduit, CMU, metal studs and gypsum board may not be submitted. Responsibility for such stored materials and equipment shall remain with the contractor regardless of ownership title. Such stored materials and equipment shall not be removed from the homeowner's property.

ARTICLE 14 - CERTIFICATES OF PAYMENT AND FINAL PAYMENT

- a. Within five (5) days from receipt of request for payment from the contractor (or other date set by Contractor, CM and NCEM), the Contractor shall issue and forward to the CM a certificate for payment. This certificate shall indicate the amount requested by Contractor. If the certificate is

not approved by the CM, the CM shall state in writing to the contractor and the owner his reasons for withholding payment.

- b. No certificate issued or payment made shall constitute an acceptance of the work or any part thereof until issuance of a certificate of occupancy issued by AHJ, and the CM and NCEM closeout the contract (warranties and guarantees shall remain in effect after contract closeout). The making and acceptance of final payment shall constitute a waiver of all claims by the Contractor against the homeowner, CM and/or NCEM except:
 - 1. Claims arising from unsettled liens or claims against the contractor.
 - 2. Faulty work or materials appearing after final payment.
 - 3. Failure of the contractor to perform the work in accordance with drawings and specifications, such failure appearing after payment.
 - 4. As conditioned in the performance bond and payment bond.
- e. The Contractor shall forward to the CM and NCEM the final application for payment along with the following documents:
 - 1. List of minority business subcontractors and material suppliers showing breakdown of contract amounts and total actual payments to subs and material suppliers.
 - 2. Affidavit of Release of Liens.
 - 3. Affidavit of contractors of payment to material suppliers and subcontractors.
 - 4. Consent of Surety to Final Payment.
 - 5. Certificates of state agencies required by state law.

ARTICLE 15 - PAYMENTS WITHHELD

- a. The CM with the approval of State Construction Office and NCEM may withhold payment for the following reasons:
 - 1. Faulty work not corrected.
 - 2. The unpaid balance on the contract is insufficient to complete the work in the judgment of the designer.
 - 3. To provide for sufficient contract balance to cover liquidated damages that will be assessed.

- b. When grounds for withholding payments have been removed, payment will be released.

ARTICLE 16 - MINIMUM INSURANCE REQUIREMENTS

The CM shall require the Contractor to have the same insurance types, coverages and limits required of the CM with the same terms and conditions regarding proof insurance. In addition the CM shall require the Contractor to provide the following additional insurance:

- c. **Property Insurance (Builder's Risk/Installation Floater)**

The contractor shall purchase and maintain property insurance until final acceptance, upon the entire work at the site to the full insurable value thereof. This insurance shall include the interests of the owner, the contractor, the subcontractors and sub-subcontractors in the work and shall insure against the perils of fire, wind, rain, flood, extended coverage, and vandalism and malicious mischief. If the owner is damaged by failure of the contractor to purchase or maintain such insurance, then the contractor shall bear all reasonable costs properly attributable thereto; the contractor shall effect and maintain similar property insurance on portions of the work stored off the site when request for payment per articles so includes such portions.

- d. **Deductible**

Any deductible, if applicable to loss covered by insurance provided, is to be borne by the contractor.

ARTICLE 17 - PERFORMANCE BOND AND PAYMENT BOND

- a. CM shall require each contractor to furnish a performance bond and payment bond executed by a surety company authorized to do business in North Carolina. The bonds shall be in the full contract amount. Bonds shall be executed in the form bound with these specifications.
- b. All bonds shall be countersigned by an authorized agent of the bonding company who is licensed to do business in North Carolina.

ARTICLE 18 - CONTRACTOR'S AFFIDAVIT

The final payment of retained amount due the contractor on account of the contract shall not become due until the contractor has furnished to the CM, NCEM and homeowner an affidavit signed, sworn and notarized to the effect that all payments for materials, services or subcontracted work in connection with his contract have been satisfied, and that no claims or liens exist against the contractor in connection with this contract. In the event that the contractor cannot obtain similar affidavits from subcontractors to protect the contractor and the owner from possible liens or claims against the subcontractor, the contractor shall state in his affidavit that no claims or liens exist against any

GS 143-128.2 establishes a ten percent (10%) goal for participation by minority businesses in total value of work for each State building project. The document, *Guidelines for Recruitment and Selection of Minority Businesses for Participation in State Construction Contracts* including Affidavits and Appendix E are hereby incorporated into and made a part of this contract.

ARTICLE 25 – CONTRACTOR EVALUATION

The Contractor's overall work performance on the project shall be fairly evaluated in accordance with the State Building Commission policy and procedures, for determining qualifications to continue working under the HRP Program. The document, Contractor Evaluation Procedures, is hereby incorporated and made a part of this contract. The owner may request the contractor's comments to evaluate the designer. The CM and NCEM will evaluate the Contractor's performance.

ARTICLE 26 – GIFTS

Pursuant to N.C. Gen. Stat. § 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, subcontractor, supplier, vendor, etc.), to make gifts or to give favors to any State employee. This prohibition covers those vendors and contractors who: (1) have a contract with a governmental agency; or (2) have performed under such a contract within the past year; or (3) anticipate bidding on such a contract in the future. For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review G.S. Sec. 133-32.

During the construction of the Project, the CM, Contractor and subcontractors are prohibited from making gifts to any employees of NCEM, DOC, and/or any other State employee from any other State Agency that may have any involvement, influence, responsibilities, oversight, management and/or duties that pertain to and/or relate to the contract administration, financial administration and/or disposition of claims arising from and/or relating to the Contract and/or Project.

ARTICLE 27 – AUDITING-ACCESS TO PERSONS AND RECORDS

In accordance with N.C. General Statute 147-64.7, the State Auditor shall have access to CM's and Contractor's officers, employees, agents and/or other persons in control of and/or responsible for the Contractor's records that relate to this Contracts for purposes of conducting audits under the referenced statute. NCEM's and DOC's internal auditors shall also have the right to access and copy the CM's and Contractor's records relating to the Contract and Project during the term of the Contract and within two years following the completion of the Project/close-out of the Contract to verify accounts, accuracy, information, calculations and/or data affecting and/or relating to CM's and Contractor's requests for payment, requests for change orders, change orders, claims for extra work, requests for time extensions and related claims for delay/extended general conditions costs, claims for lost productivity, claims for loss efficiency, claims for idle equipment or labor, claims for price/cost escalation, pass-through claims of subcontractors and/or suppliers, and/or any other type of claim for payment or damages from CM, NCEM, DOC and/or homeowner.

ARTICLE 28 – NORTH CAROLINA FALSE CLAIMS ACT

The North Carolina False Claims Act ("NCFCA"), N.C Gen. Stat. § 1-605 through 1-618, applies to this Contract. The Contractor should familiarize itself with the entire NCFCA and should seek the

assistance of an attorney if it has any questions regarding the NCFCA and its applicability to any requests, demands and/or claims for payment its submits to the State through the contracting state agency, institution, university or community college.

The purpose of the NCFCA "is to deter persons from knowingly causing or assisting in causing the State to pay claims that are false or fraudulent and to provide remedies in the form of treble damages and civil penalties when money is obtained from the State by reason of a false or fraudulent claim." (Section 1-605(b).) A contractor's liability under the NCFCA may arise from, but is not limited to: requests for payment, invoices, billing, claims for extra work, requests for change orders, requests for time extensions, claims for delay damages/extended general conditions costs, claims for loss productivity, claims for loss efficiency, claims for idle equipment or labor, claims for price/cost escalation, pass-through claims of subcontractors and/or suppliers, documentation used to support any of the foregoing requests or claims, and/or any other request for payment from the State through the contracting state agency, institution, university or community college. The parts of the NCFCA that are most likely to be enforced with respect to this type of contract are as follows:

- A "claim" is "[a]ny request or demand, whether under a contract or otherwise, for money or property and whether or not the State has title to the money or property that (i) is presented to an officer, employee, or agent of the State or (ii) is made to a contractor ... if the money or property is to be spent or used on the State's behalf or to advance a State program or interest and if the State government: (a) provides or has provided any portion of the money or property that is requested or demanded; or (b) will reimburse such contractor ... for any portion of the money or property which is requested or demanded." (Section 1-606(2).)
- "Knowing" and "knowingly" – Whenever a person, with respect to information, does any of the following: (a) Has actual knowledge of the information; (b) Acts in deliberate ignorance of the truth or falsity of the information; and/or (c) Acts in reckless disregard of the truth or falsity of the information. (Section 1-606(4).) Proof of specific intent to defraud is not required. (Section 1-606(4).)
- "Material" means having a natural tendency to influence, or be capable of influencing, the payment or receipt of money or property. (Section 1-606(4).)
- Liability. – "Any person who commits any of the following acts shall be liable to the State for three times the amount of damages that the State sustains because of the act of that person[:]
... (1) Knowingly presents or causes to be presented a false or fraudulent claim for payment or approval. (2) Knowingly makes, uses, or causes to be made or used, a false record or statement material to a false or fraudulent claim. (3) Conspires to commit a violation of subdivision (1), (2) ..." (Section 1-607(a)(1), (2).)
- The NCFCA shall be interpreted and construed so as to be consistent with the federal False Claims Act, 31 U.S.C. § 3729, et seq., and any subsequent amendments to that act. (Section 1-616(c).)

Finally, the contracting state agency, institution, university or community college may refer any suspected violation of the NCFCA by the Contractor to the Attorney General's Office for investigation. Under Section 1-608(a), the Attorney General is responsible for investigating any violation of NCFCA, and may bring a civil action against the Contractor under the NCFCA. The Attorney General's investigation and any civil action relating thereto are independent and not subject to any dispute resolution provision set forth in this Contract. (See Section 1-608(a).)

ATTACHMENT E: ALCOHOL/DRUG-FREE WORK PLACE POLICY

POLICY

It is the policy of the Department of Public Safety to provide a work environment free of alcohol and drugs in order to ensure the safety and well-being of employees, correctional clientele, and the general public. All employees of the Department of Public Safety, including permanent full-time, trainee, permanent part-time, permanent hourly, probationary, and temporary shall abide by this policy.

PURPOSE

This document is intended to advise managers and employees of the guidelines of an alcohol/drug free work place, and to set out the penalties for violation(s) of the guidelines.

PROCEDURES/OPERATIONAL GUIDELINES

All employees of the Department of Public Safety are expected to be physically and mentally prepared and able to perform their assigned duties throughout the workday. No employee shall report to the work site impaired by or suffering from the effects of drugs or alcohol.

Individuals reporting for work under the influence or the effects of alcohol and/or drugs shall be issued discipline, up to and including dismissal, consistent with the policy governing personal conduct.

No employee shall manufacture, distribute, or dispense controlled substances (drugs/alcohol) at the work site or away from the work site. No employee shall use "across the counter" medication to the point of impairment while at the work site, or in any situation which may bring discredit to the Department. Use or abuse shall be viewed as personal misconduct and shall be cause for immediate disciplinary action up to and including dismissal.

Possession of an illegal substance in any situation, at work or away from the work site shall be cause for discipline. Possession of controlled substances, i.e. Prescription medication or alcohol, must be in compliance with existing laws. Violations will result in discipline up to and including dismissal based on personal misconduct.

Employees who are arrested, detained, or served a warrant for any alcohol/drug related incident, at the work site or away from the work site have 24 hours to file a written report of the situation with the work unit supervisor/manager, i.e. Warden, Superintendent, Branch Manager. The work unit supervisor/manager shall make a recommendation for appropriate disciplinary action based on the facts of the case after conducting a thorough investigation.

If sufficient facts cannot be obtained due to pending litigation, the work unit supervisor/manager shall request, in writing, that any recommendation for disciplinary action be delayed until the court has disposed of the matter. Once the legal proceedings have been completed, the employee shall furnish a certified copy of the court disposition within 48 hours of the judgment. The recommendation for discipline shall be made at this time, if not previously addressed.

Any conviction of a drug or alcohol related offense, which occurred at the work site, shall be reported to the federal government by the Personnel Office; therefore, such offenses shall be reported to the Personnel Office by the appropriate manager so that the Personnel Office may comply with the requirement.

The Department of Public Safety utilizes the State Employee Assistance Program (EAP) administered through the Office of State Personnel. The EAP provides employees with a comprehensive referral service to aid in coping with or overcoming personal problems, including drug and alcohol problems. Consultants with the State EAP will provide managerial/supervisory training and coordinate employee orientation.

This document last modified by (blk01) 04/20/18

ATTACHMENT F: CDBG-DR RULES AND REGULATIONS

CDBG Compliance Provisions

1.1 The Homeowner/Contractor Agreement will be subject to the following laws, rules and regulations, as the same may be amended from time to time.

A. Provisions Required by Law Deemed Inserted: Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party the Contract shall forthwith be physically amended to make such insertion or correction.

B. Flood Disaster Protection: This Contract is subject to the requirements of the Flood Disaster Protection Act of 1973 (P.L. 93-234). Nothing included as a part of this Contract is approved for acquisition or construction purposes as defined under Section 3(a) of said Act, for use in an area identified by the Secretary of HUD as having special flood hazards which is located in a community not then in compliance with the requirements for participation in the National Flood Insurance Program pursuant to Section 201 (d) of said Act; and the use of any assistance provided under this Contract for such acquisition for construction in such identified areas in communities then participating in the National Flood Insurance Program shall be subject to the mandatory purchase of flood insurance requirements or Section 102(a) of said Act.

Any contract or agreement for the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this Contract shall contain, if such land is located in an area identified by the Secretary as having special flood hazards and in which the sale of flood insurance has been made available under the National Flood Insurance Act of 1968, as amended, 42 U.S.C 4001 et seq., provisions obligating the transferee and its successors or assigns to obtain and maintain, during the ownership of such land, such flood insurance as required with respect to financial assistance for acquisition or construction purposes under Section 102(a) of Flood Disaster Protection Act of 1973.

C. Section 503 of the Rehabilitation Act of 1973 (29 USC 793): Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is otherwise qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: employment upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

Contractor agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

In the event of Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by NCEM, provided by or through the Program Administrator. Such notices shall state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants and employees.

Contractor will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Section 503 of the Rehabilitation Act of 1973, and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.

Contractor will include the provisions of this clause in every subcontract or purchase order of \$10,000 or more unless exempted by rules, regulations, or orders of the Secretary issued pursuant to Section 503 of the Act, so that such provisions will be binding upon each Subcontractor or Contractor. Contractor will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

- D. Age Discrimination Act of 1975: Contractor shall comply with the provisions of the Age Discrimination Act of 1975. No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity receiving federal financial assistance.
- E. Discrimination Due to Beliefs: No person with responsibilities in operation of the project to which this grant relates will discriminate with respect to any program participant or any applicant for participation in such program because of political affiliation or beliefs.
- F. Certification of Nonsegregated Facilities: By the submission of this Proposal, the Contractor certifies that it does not maintain or provide for its establishments, and that it does not permit employees to perform their services at any location, under its control, where segregated facilities are maintained. Contractor certifies further that it will not maintain or provide for employees any segregated facilities at any of its establishments, and it will not permit employees to perform their services at any location under its control where segregated facilities are maintained. Contractor agrees that a breach of this certification is a violation of the equal opportunity clause of this Contract.

As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are, in fact, segregated on the basis of race, color, religion, or national origin because of habit, local customs or any other reason.

Contractor further agrees that (except where he has obtained identical certifications from proposed Subcontractors and material Suppliers for specific time periods), he will obtain identical certifications from proposed Subcontractors or material Suppliers prior to the award of subcontracts or the consummation of material supply agreements exceeding \$10,000, which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certification in his files.

- G. Drug Free Workplace: Contractor hereby certifies that it shall provide a drug-free workplace in compliance with the Drug-Free Workplace Act of 1988, as amended, and with 24 CFR Part 21.
- H. Protection of Lives and Health: Contractor shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all damages to persons or property, either on or off the worksite, which occur as a result of his prosecution of the work. The safety provisions of applicable laws and building and construction codes, in addition to specific safety and health regulations described by Chapter XIII, Bureau of Labor Standards, Department of Labor, Part 1518) Safety and Health Regulations for Construction, as outlined in the Federal Register, Volume 36, No. 75, Saturday, April 7, 1971, Title 29 – LABOR, shall be observed and Contractor shall take or cause to be taken, such additional safety and health measures as NCEM may determine to be reasonably necessary.

- I. **Danger Signals and Safety Devices:** Contractor shall make all necessary precautions to guard against damages to property and injury to persons. He shall put up and maintain in good condition, sufficient red or warning lights at night, suitable barricades and other devices necessary to protect the public. In case Contractor fails or neglects to take such precautions, NCEM may have such lights and barricades installed and charge the cost of this work to the Contractor. Such action by NCEM does not relieve the Contractor of any liability incurred under these specifications or contract.
- J. **Lead Based Paint Hazards:** The reconstruction and rehabilitation of residential structures is subject to the HUD Lead-Based Paint regulations, 24 CFR Part 35. The Contractor and its Subcontractors shall comply with the provisions for the elimination and reduction of lead-based paint hazards under Subpart B of said regulations.
- K. **Use of Explosives:** When the use of explosives is necessary for the prosecution of the work, Contractor shall observe all local, state and federal laws in purchasing and handling explosives. Contractor shall take all necessary precaution to protect completed work, neighboring property, water lines, or other underground structures. Where there is danger to structures or property from blasting, the charges shall be reduced and the material shall be covered with suitable timber, steel or rope mats.

Contractor shall notify all owners of public utility property of intention to use explosives at least 8 hours before blasting is done close to such property. Any supervision or direction of use of explosives by the engineer does not in any way reduce the responsibility of Contractor or his Surety for damages that may be caused by such use.

- L. **Compliance with Air and Water Acts:** For each Home Rehabilitation Homeowner/Contractor Agreement over \$100,000, Contractor and all of its Subcontractors shall comply with the requirements of the Clean Air Act, as amended, 42 USC 1857 et seq., the Federal Water Pollution Control Act, as amended, 33 USC 1251 et seq., and the regulations of the Environmental Protection Agency with respect thereto, at 40 CFR Part 15, as amended.

In addition to the foregoing requirements, all nonexempt Contractors and Subcontractors shall furnish to NCEM, the following:

1. A stipulation by Contractor or its Subcontractors, that any facility to be utilized in the performance of any nonexempt contract or subcontract, is not listed on the List of Violating Facilities Issued by the Environmental Protection Agency (EPA) pursuant to 40 CFR Part 15, as amended.
 2. Agreement by Contractor to comply with all the requirements of Section 114 of the Clean Air Act, as amended, (42 USC 1857 c-8) and Section 308 of the Federal Water Pollution Control Act, as amended, (33 USC 1318) relating to inspection, monitoring, entry, reports and information, as well as all other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder.
 3. A stipulation that as a condition for the award of the contract, prompt notice will be given of any notification received from the Director, Office of Federal Activities, EPA, indicating that a facility utilized, or to be utilized for the Contract, is under consideration to be listed on the EPA List of Violating Facilities.
 4. Agreement by Contractor that he will include, or cause to be included, the criteria and requirements in paragraph (1) through (4) of this section in every nonexempt subcontract and requiring that the Contractor will take such action as the government may direct as a means of enforcing such provisions.
- M. **Energy Efficiency:** Contractor shall comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94- 163).

- N. Access to Records, Maintenance of Records: NCEM and the Department of Housing and Urban Development, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the Contractor which are directly pertinent to this Contract, for the purpose of audits, examinations, and making excerpts and transcriptions.

All records required by 24 CFR 570.506 that are pertinent to the activities funded under this Contract shall be maintained in a central location by Contractor and will be maintained for a period of five (5) years from closeout of the grant from which this Contract is funded.

- O. Copyright: No materials, to include but not limited to reports, maps, or documents produced as a result of this Contract, in whole or in part, shall be available to the Contractor for copyright purposes. Any such materials produced as a result of this Contract that might be subject to copyright shall be the property of NCEM and all such rights shall belong to NCEM.
- P. Confidential Findings: All of the reports, information, data, etc., prepared or assembled by the Contractor under this Contract are confidential, and the Contractor agrees that they shall not be made available to any individual or organization without prior written approval of NCEM.
- Q. Conflict of Interest: No member, officer, or employee of NCEM or the local jurisdictions served through this Contract, or agent, consultant, or member of the DPS, or other public official who exercises or has exercised any functions or responsibilities with respect to this Contract during his or her tenure, or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the Contract or in any activity or benefit with regard to the Contract.

Contractor shall cause to be incorporated in all contracts and/or subcontracts the foregoing provision regarding conflicts of interest.

No member of or delegate to Congress, or NCEM employee, shall be admitted to any share or part of this Contract or to any benefit that may arise therefrom, but this provision shall not be construed to extend to this Contract if made with a corporation.

If a person receiving assistance under this Program does in fact have a conflict of interest as discussed herein, such conflict will be fully disclosed in writing to NCEM and addressed under applicable law.

- R. Interest of Contractor: Contractor covenants that he presently has no interest and shall not acquire any interest direct or indirect in the above described project or any parcels therein or any other interest which would conflict in any manner or degree with the performance or services hereunder. Contractor further covenants that in the performance of this Contract no person having any such interest shall be employed.
- S. Political Activity: Contractor will comply with the provisions of the Hatch Act (5 U.S.C. 1501 et seq.), which limits the political activity of employees.
- T. Lobbying: Contractor certified, to the best of its knowledge and belief that:
1. No federally appropriated funds have been paid or will be paid, by or on behalf of the Contractor, 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 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.

2. If any funds other than federally 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 Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- U. Personnel: Contractor represents that it has, or will secure at its own expense, all personnel required in performing the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with NCEM.

All the services required hereunder will be performed by the Contractor or under its supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and local law to perform such services.

No person who is serving sentence in a penal or correctional institution shall be employed on work under this Contract.

- V. Hiring of Illegal Aliens: The hiring of illegal aliens is prohibited under Federal Labor Laws.

- W. Anti-Kickback Rules: Salaries of personnel performing work under this Contract shall be paid unconditionally and not less often than once a month without payroll deduction or rebate on any account except only such payroll deductions as are mandatory by law or permitted by the applicable regulations issued by the Secretary of Labor pursuant to the "Anti-Kickback Act" of June 13, 1934 (48 Stat. 948; 62 Stat. 740; 63 Stat. 108; Title 18 U.S.C. 874; and Title 40 U.S.C. 2760). Contractor shall comply with all applicable "Anti-Kickback" regulations and shall insert appropriate provisions in all subcontracts covering work under this Contract to insure compliance by the Subcontractors with such regulations, and shall be responsible for the submission of affidavits required of Subcontractors thereunder except as the Secretary of Labor may specifically provide for variations of or exemptions from the requirements thereof.

- X. Patents: Contractor shall hold and save NCEM and its officers, agents, servants, and employees harmless from liability of any nature or kind, including cost and expenses for, or on account of any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of the Contract including its use by NCEM, unless otherwise specifically stipulated in the Contract.

License or Royalty Fees: License and/or Royalty Fees for the use of a process which is authorized by NCEM must be reasonable, and paid to the holder of the patent, or his authorized license, direct by NCEM and not by or through the Contractor.

If Contractor uses any design, device or materials covered by letters, patent or copyright, it shall provide for such use by suitable agreement with the owner of such patented or copyrighted design, device or material. It is mutually agreed and understood that, without exception, the Contract prices shall include all royalties or costs arising from the use of such design, device or materials, in any way involved in the Work. Contractor and/or his Sureties shall indemnify and save harmless NCEM from any and all claims for infringement by reason of the use of such patented or copyrighted design, device or materials or any trademark or copyright in connection with work agreed to be performed under this Contract, and shall indemnify NCEM for any cost, expense, or damage which it may be obliged to pay by reason of such infringement at any time during the prosecution of the work or after completion of the work.

- Y. Debarment, Suspension and Ineligibility: Contractor represents and warrants that it and its Subcontractors are not debarred, suspended, or placed in ineligibility status under the provisions of 24 CFR 24 (government debarment and suspension regulations).

- Z. **Subcontracts:** Contractor shall not enter into any subcontract with any Subcontractor who has been debarred, suspended, declared ineligible, or voluntarily excluded from participating in contracting programs by any agency of the United States Government or the State of North Carolina.

Contractor shall be as fully responsible to NCEM for the acts and omissions of the Contractor's Subcontractors, and of persons either directly or indirectly employed by them, as he is for the acts and omissions of persons directly employed by the Contractor.

Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind Subcontractor to the Contractor by the terms of the Contract Documents insofar as applicable to the work of Subcontractors and to give the Contractor the same power as regards terminating any subcontract that NCEM may exercise over the Contractor under any provision of the Contract Documents.

Nothing contained in this contract shall create any contractual relation between any Subcontractor and NCEM.

- AA. **Assignability:** Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without prior written approval of NCEM provided that claims for money due or to become due the Contractor from NCEM under this Contract may be assigned to a bank, trust company, or other financial institution, or to a Trustee in Bankruptcy, without such approval. Notice of any such assignment or transfer shall be furnished promptly to NCEM.
- AB. **Termination for Unavailable Funding:** The continuation of this Contract is contingent upon the appropriation and release of sufficient funds to NCEM to fulfill the requirements of this Contract. Failure of the appropriate authorities to approve and provide an adequate budget to NCEM for fulfillment of the Contract terms shall constitute reason for termination of the Contract by either Party. Contractor shall be paid for all authorized services properly performed prior to termination.
- AC. **Breach of Contract Terms:** Any violation or breach of any of the terms of this Contract on the part of Contractor or the Contractor's Subcontractors may result in the suspension or termination of this Contract or such other action that may be necessary to enforce the rights of the parties of this Contract. The duties and obligations imposed by the contract documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.
- AD. **Davis-Bacon Act:** Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. THE OFFEROR WILL ASSIST NCEM IN FACILITATING AND REPORTING CONTRACTORS' AND SUBCONTRACTORS' COMPLIANCE WITH AFOREMENTIONED FEDERAL PREVAILING WAGE LAWS AND REGULATIONS.

Prequalification Form for Prime Contractor

ATTACHMENT G

This form gathers information about the contractors seeking to qualify for the work and provides a general format for the prequalification criteria. **Completing this questionnaire does not guarantee prequalification.** Evaluation of the submittal shall be performed by the prequalification committee.

Request for Prequalification: NCEM 19-RFP-014321-WAX

PREQUALIFICATION DUE DATE/TIME: June 24, 2018 2:00 PM ET

Submitted to: Angela Wainwright
Purchasing Officer
Email: angela.wainwright1@ncdps.gov
Phone: 919-324-6476

Program: U.S. Housing & Urban Development's Community Development Block Grant-Disaster Recovery-North Carolina's Housing Recovery Program for Rehabilitation Construction, Home Reconstruction, New Home Construction and Elevation Construction

GRANT IMPLEMENTING AGENCY: North Carolina's Division of Emergency Management,
Department of Public Safety

Location:
4105 Reedy Creek Road
Raleigh, NC 27607

Mailing Address:
4218 Mail Service Center
Raleigh, NC 27699-4218

SECTION 1. GENERAL COMPANY INFORMATION

1. a. Primary/Main office location

Rescue Construction Solutions, Inc.

Company Name

2800 Rowland Road

Physical Address

2800 Rowland Road

Mailing Address

Raleigh NC 27615

City/State Zip Code + 4

(919) 615-1759

Phone number

(919) 800-3999

Fax number

Shelia Brewington

Primary Contact Name

Kim Rose

Secondary Contact Name

sbrewington@rescue-cs.com

Primary Contact Email Address

krose@rescue-cs.com

Secondary Contact Email Address

[Matrix: 0-2 points. If completely filled in give 2 points. If not, give 0 points.]

Organization

1. b. Business type (check box) ☒ Corporation ☐ Partnership ☐ Limited Liability Company ☐ Sole Proprietor ☐ Joint

Prequalification Form for Prime Contractor

Venture

Indicate your NC Statewide Uniform Certification: (check box): ☒ MBE ☐ HBE ☐ AABE ☐ AIBE ☒ WBE ☐ SDB ☐ DBE

See website link for more information: <http://www.doa.nc.gov/hub/swuc.htm>

HUB Other (specify) NC DOA Certifying Agency/State (specify)

Is your firm registered with the State of North Carolina to do business? ☒ Yes ☐ No

Is your firm owned or controlled by a parent or any other organization? ☐ Yes ☒ No

Describe Ownership if Yes: _____

List all other names your firm has operated as for the past five (5) years: Rescue Roofing Specialist AND

Rescue Restoration Plus

[Matrix: 0-1 points. If completely filled in give 1 points. If not, give 0 points.]

1. c. Licensing Information (Please provide all North Carolina professional licenses required for you to perform your services.)

NC License number/name of licensee	License Limit/Level	State/County/City Privilege License (provide copy)
73808/ General Contracting	500,000/ Building	North Carolina

Has any license ever been denied or revoked? ☐ Yes ☒ No If yes, please describe, _____

[Matrix: 0-1 points. If completely filled in give 1 points. If not, give 0 points.]

1. d. Type of Work Performed on a regular basis

Primary Scope of Work: Roofing

Secondary Scope of Work: Interior upgrades painting, counters, drywall

Other Scope of Work: Building Exterior

What type of work do you self perform? All the Above

[Matrix: 0-1 points. If completely filled in give 1 points. If not, give 0 points.]

Bonding

1. e. (1) Attach letter, dated within the last 30 days, from your surety company, signed by their Attorney in Fact, verifying their willingness to issue sufficient payment and performance bonds for this project, on behalf of your firm and the dollar limits of that bond commitment, both single and aggregate. Surety company bond rating shall be rated "A" or better under the A.M. Best Rating system or The Federal Treasury List.

Have you attached a surety letter? ☒ Yes ☐ No

[Matrix: 0-2 points. If surety letter attached give 2 points. If not, give 0 points.]

1. e. (2) Have any Funds been expended by a Surety Company on your firm's behalf? ☐ Yes ☒ No If yes, explain

Prequalification Form for Prime Contractor

[Matrix: 0-2 points. If no funds expended by surety company give 2 points. If not, give 0 points.]

Insurance

1. f. The minimum requirements of coverage are listed in Article 34 of the State Construction General Conditions. Firms must indicate that they can provide evidence of insurance coverage, should they be the successful bidder by attaching a copy of their insurance certificate. Have you attached a copy of your insurance certificate? ☒ Yes ☐ No

- Workers Compensation Insurance as required by law and Employer's Liability Insurance Coverage with minimum limits of \$100,000.
- Comprehensive general liability with minimum limits of \$500,000 per occurrence for bodily injury and \$ 100,000 per occurrence/\$300,000 aggregate for property damage.

[Matrix: 0-3 points. If insurance certificate attached give 3 points. If not, give 0 points.]

Financials

1. g. Attach latest balance sheet and income statement, if available, based on company type. Audited statements preferred. If not available, attach a copy of the latest annual renewal submission to the relevant licensing board. (Firm must submit financial data and may clearly indicate a request for confidentiality to avoid this item from becoming part of a public record.) Have you attached a balance sheet? ☒ Yes ☐ No

[Matrix: 0-3 points. If financials attached give 3 points. If not, give 0 points.]

SECTION 2. GENERAL REQUIREMENTS

Experience - Size/Capacity/Workload

2. a. (1) List the annual dollar value of construction work the company has performed for each year over the last (3) three calendar years (if applicable).

1 <u>2015</u> (yr)	2 <u>2016</u> (yr)	3 <u>2017</u> (yr)
5M	9M	9M

[Matrix: 0-3 points. For each year completed give 1 point each.]

2. a. (2) How many projects do you currently have under contract or in progress and what is their total dollar value?

- 25 (# of projects) ;
- \$ 7,317,948 (Current projects contract amount);
- \$ 4,875,030.00 (Projects current amount remaining to bill)

[Matrix: 0-3 points. If section completed give 3 points. If not, give 0 points.]

2. a. (3) What was your largest job completed? Melbourne FL Sq. Ft. \$ 608,000.00 (Dollar Amount)
Location 2016 Year Completed

[Matrix: 0-5 points. Take the "dollar amount of largest job completed" and multiply by 1.5. If the result is larger than the estimated package cost then give 5 points. If the result is smaller then give 0 points.]

Prequalification Form for Prime Contractor

2. a. (4) Current Backlog \$ 4,875,030.00 (Dollar Amount)

[Matrix: 0-5 points. Take "current backlog" dollar amount and add "largest job completed (2.a.(3)) multiplied by 1.5". If the result is smaller than the average of the "annual dollar amounts" listed in (2.a.(1)) multiplied by 1.5, then give 5 points. If the result is larger then give 0 points.]

2. a. (5) List the three largest contracts currently under contract or in progress, including for each, the name of the project, owner, architect and/or GC/CMR and contact information below.

#1 –Project Name	Paramount Exterior Painting
Description of Work Performed	Exterior Painting of high rise downtown Orlando
Contract Delivery Method (CM/GC)?	GC
Owner Name/ Representative	Northland Investment Properties James Anastos, Regional Property Manager
Owner Address/Phone #/Email	2150 Washington st. Newton, MA 02462, 919-255-2104 janastos@northland.com
Architect Name/Representative	
Architect Address/Phone #/Email	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	900K
Percentage Complete	30%
Current Anticipated Completion Date	September 2018
#2 –Project Name	Bridford Apartment Upgrades
Description of Work Performed	Interior upgrades to multi unit apartments including some ADA compliant units.
Contract Delivery Method (CM/GC)?	GC
Owner Name/ Representative	Core Realty Corporation, Dave Kish, Regional Property Manager
Owner Address/Phone #/Email	1600 Dove Street Suite 450 Newport Beach CA 92660 336-213-7614 Dkish@corerealtyholdings.com
Architect Name/Representative	
Architect Address/Phone #/Email	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	800K
Percentage Complete	95%
Current Anticipated Completion Date	July 2018
#3 –Project Name	CAD 3 Roof Replacement
Description of Work Performed	Modified Roofing Replacement

Prequalification Form for Prime Contractor

Contract Delivery Method (CM/GC)?	GC
Owner Name/ Representative	
Owner Address/Phone #/Email	
Architect Name/Representative	
Architect Address/Phone #/Email	
GC or CM Name/Representative	CDSI, Chris Suber, President
GC or CM Address/Phone #/Email	1761 Church Street Suite 102 Norfolk VA 757-459-2374 Chriss@cdsi-va.com
Contract Dollar Value	1.1 Mil
Percentage Complete	40%
Current Anticipated Completion Date	September 2018

[Matrix: 0-3 points for each project listed. For each project above, give 1 point for each positive reference from the owner, architect and GC/CMR.]

Office Locations

2. b. Will this project be managed and directed from an office in NC? An office in NC is defined as "The principal place from which the trade or business of the bidder is directed or managed," per GS 143-59 (c). ☒ Yes ☐ No

[Matrix: 0-3 points. If office location is managed and directed from NC office give 3 points. If not, give 0 points.]

Litigation/Claims

2. c. (1) Has your company been involved in any judgments, claims, arbitration or mediation proceedings, or suits within the last five years, whether resolved or still pending resolution? ☐ Yes ☒ No If yes, state the project name(s), year(s), case number and reason why: _____

[Matrix: 0-2 points. If company has not been involved in any of the above give 2 points. If they have, give 0 points.]

2. c. (2) Are there currently any judgments, claims, arbitration or mediation proceedings or suits pending or outstanding against your company, its officers, owners, or agents? ☐ Yes ☒ No If yes, state the project name(s), year(s), case number and reason why: _____

[Matrix: 0-2 points. If there are no current judgments, claims, arbitration, suits or mediation pending give 2 points. If there is, give 0 points.]

2. c. (3) Has your company ever failed to complete work awarded to it? ☐ Yes ☒ No If yes, please provide project name(s), year(s), and reason why: _____

[Matrix: 0-5 points. If company has never failed to complete work it has been awarded then given 5 points. If they have failed to complete work then, give 0 points.]

Prequalification Form for Prime Contractor

2. c. (4) Have you ever paid liquidated damages on any project? ☐ Yes ☒ No If yes, state the project name(s), year(s), and reason why. _____

[Matrix: 0-3 points. If "Yes" without sufficient explanation, give 0 points. If "No," give 3 points.]

2. c. (5) Has your present company, its officers, owners, or agents ever been convicted of charges relating to conflicts of interest, bribery, or bid-rigging? ☐ Yes ☒ No If yes, state the project name(s), year(s), and reason why. _____

[Matrix: 0 -3 points. If "Yes," give 0 points. If "No," 3 points.]

2. c. (6) Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina? ☐ Yes ☒ No If yes, state the project name(s), year(s), case number and reason why. _____

[Matrix: 0 - 3 points. If "Yes," give 0 points. If "No," 3 points.]

Safety Record

2. d. List your company's Experience Modification Rate (EMR) for past three years. (Attach OSHA 300 Log for the last 3 years.) Have you attached OSHA 300 log? ☒ Yes ☐ No

1	.87	.93
Present Rate	Last Rate	Year before rate

If these rates reflect corporate performance over a number of locations, please explain, to the extent possible, the performance experience of the location serving this project: _____

List any OSHA fines and Jobsite fatalities in the past 3 years with an explanation: _____

[Matrix: 0-5 points. If EMR rate is less than or equal to 1 then give 5 points. If not, give 0 points.]

Historically Underutilized Business (HUB) Plan

2. e. Does the company currently have a documented plan for engaging subcontractor participation from Historically Underutilized Businesses? ☐ Yes ☒ No If yes, please attach your company's HUB plan.

[Matrix: 0-3 points. If company has a current documented plan give 3 points. If not, give 0 points.]

SECTION 3. PROJECT SPECIFICS

3.a. The assigned project superintendent for this project shall be: Shane Parrish.
Include a resume. Have you included a resume? ☒ Yes ☐ No

[Matrix: 0-2 points. If resume included, give 2 points. If not, give 0 points.]

3.b. The experience this superintendent has on this specific type of project is: 0-2 3-4 ☒ 5-10 >10 years.

[Matrix: 0-5 points. If 0-2 years give 1 pt, 3-4 years give 2 pts, 5-10 years give 4 pts, >10 years give 5 pts.]

Prequalification Form for Prime Contractor

3.c. The assigned project manager for this project shall be Kim Rose
 Include a resume. Have you included a resume? ☒ Yes ☐ No

[Matrix: 0-2 points. If resume included, give 2 points. If not, give 0 points.]

3.d. The experience this project manager has on this specific type of project is: 0-2 3-4 5-10 ✓ >10 years.

[Matrix: 0-5 points. If 0-2 years give 1 pt, 3-4 years give 2 pts, 5-10 years give 4 pts, >10 years give 5 pts.]

Similar Projects

3.e. List three (3) current or completed projects of similar type which most closely reflects the size and complexity of the type of work being requested for the currently proposed project within the last 10 years.

#1 - Similar - Project Name	Cedar Springs Clubhouse Renovation and Addition
Description of Work Performed	Renovate existing interior and exterior, add office and business center
Contract Delivery Method (CM/GC)?	GC
Owner Name/ Representative	Priderock Capital Partners LLC. Bill Kreuger
Owner Address/Phone #/Email	910-674-1292 wkrueger@prcpllc.com
Architect Name/Representative	
Architect Address/Phone #/Email	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	190K
Percentage Complete	90%
Current Anticipated Completion Date	July 2018
#2 - Similar - Project Name	Carolwood Renovations
Description of Work Performed	Replaced siding, demo of Trees
Contract Delivery Method (CM/GC)?	GC
Owner Name/ Representative	Redwood Capital Group Laura Distler
Owner Address/Phone #/Email	312-995-7324 distler@redwoodcapgroup.com
Architect Name/Representative	
Architect Address/Phone #/Email	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	166K

Prequalification Form for Prime Contractor

Percentage Complete	70%
Current Anticipated Completion Date	August 2018
#3 - Similar - Project Name	HP145
Description of Work Performed	Demo existing shingle roof and install shingles
Contract Delivery Method (CM/GC)?	GC
Owner Name/ Representative	
Owner Address/Phone #/Email	
Architect Name/Representative	
Architect Address/Phone #/Email	
GC or CM Name/Representative	Military and Federal Contracting , Ricky Rheubert QC manager
GC or CM Address/Phone #/Email	846 Bell Fork Road Jacksonville NC 28540 910-353-3797 rrheubert@militaryandfederal.com
Contract Dollar Value	200K
Percentage Complete	80%
Current Anticipated Completion Date	August 2018

[Matrix: 0-5 points for each project listed. For each similar project listed above give 2 points. In addition, for each project above, give 1 point for each positive reference from the owner, architect and GC/CMR.]

Note: If written references are not provided for the projects listed above or in Section 2.a and/or the Prequalification Committee elects not to contact references for all Contractors, then Prequalification Committee may use the table below and the corresponding scores. Written references will receive scores.

3.f. Accurately identify the HRP type project experience and environmental abatement experience the Contractor has successfully completed as indicated in the table below.

HRP Type Projects	No. of Projects in Last 5 years	Environmental Abatements	No. of Projects in Past 10 years
Rehabilitations / Major Home Renovations	1000+	Lead-Based Paint Abatement	75+
New Home Construction	50+	Asbestos Abatements	300+
	No. of Projects in Last 10 years	Mold Abatements	150+
Home Elevations	10	Well-repairs, replacements, abandonments or installation of filtration systems	50+
Reconstruction after Disaster/Fire (i.e., demolition and new construction on home's existing footprint)	900+	Septic Tank System repairs	50+
		Underground storage repair, replacement, removal and/or soil remediation	15+

[Matrix: 1 point for each project type that Contractor successfully completed 3-10 projects; 2 points for each project type that Contractor successfully completed 11-20 projects; and 3 points for each project type that Contractor successfully completed 20+. Minimum score 0 and maximum score 30]

Prequalification Form for Prime Contractor

SECTION 4. SIGNATURE

By signing this document, you are acknowledging that all answers are true to the best of your knowledge. Any answers found to be falsified will bar you from being prequalified on this project.

Rescue Construction Solutions, Inc.

Company Name (as licensed in NC)

2800 Rowland Road Raleigh NC 27615

Physical Address

2800 Rowland Road Raleigh NC 27615

Mailing Address

a. Dated this day of: 6/25/2018

Submitted by:

Shelia Brewington
Signature of Authorized Officer

President, Shelia Brewington

Print Title of Authorized Officer

Phone: 919-615-1759

Contact person's phone number

E-mail: sbrewington@rescue-cs.com

Contact person's E-mail address

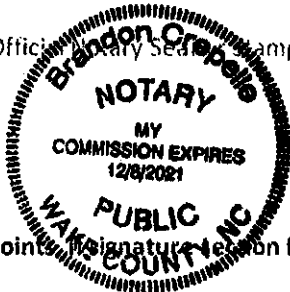
b. Notary Certification:

North Carolina

Wake County

I, a Notary Public of the County and State aforesaid, certify that Shelia Brewington, personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official seal, this the 25th day of June, 20 18.

(Official Notary Seal Stamp)



Brandon Crepelle
Signature of Notary Public

My commission expires 12-8, 20 21

[Matrix: 0-2 points. If signature section fully executed with notary give 2 points. If not, 0 points.]

Prequalification Form for Prime Contractor

Prequalification Policy

A. Governing Law (Session Law 2014-42)

This policy is in effect for all prequalifications on State of NC work, including single prime project delivery and construction manager at risk first-tier subcontractors. G.S. 143-135.8(b)(2) requires the governmental entity to "adopt an objective prequalification policy applicable to all construction or repair work prior to the advertisement of the contract for which the governmental entity intends to prequalify bidders." This policy satisfies this requirement for State agencies.

B. Requirements for Prequalification Criteria Form and Assessment

1. Uniform, consistent, and transparent in its application to all bidders.
2. All bidders who meet the prequalification criteria to be prequalified are allowed to bid on the construction or repair work project.
3. Criteria must be rationally related to construction or repair work.
4. The bidder is not required to have been previously awarded a construction or repair project by the governmental entity.
5. Bidders are permitted to submit history or experience with projects of similar size, scope, or complexity.
6. Assessment process of prequalification is stated in this policy.
7. A process for a denied bidder to protest is stated below in this policy.
8. A process for notifying a denied prequalified bidder is stated below in this policy.

C. Review of Application

1. **Prequalification Committee** – The CDBG-DR administrating agency (N.C. Department of Commerce) and implementing agency (N.C. Division of Emergency Management (NCEM)) shall agree upon the members of the prequalification committee. The Prequalification Official (For State Agencies, the Director of State Construction) shall not be on the prequalification committee. The prequalification committee will review prequalification applications submitted by the firms and will determine each firm's prequalification eligibility for the project.

2. **Review of Application** – The prequalification committee shall use the objective assessment process form developed by the State Construction Office. The prequalification committee shall approve or deny the applications in accordance with the prequalification criteria and scoring system based upon the applicant's initial response to the NCEM's solicitation for qualified bidders. With the possible protests and appeals on prequalification and the times associated with responses, NCEM should have the advertisement for prequalification out to potential applicants at least two (2) months prior to actual bid date, if possible.

3. **Notice of Decision** – All firms that submitted applications for prequalification shall be promptly notified of the prequalification committee's decision, including the reason for denial, via e-mail. Notice shall be provided prior to the opening of bids for any HRP project or assignment of an HRP contract with sufficient time for the firm to appeal the denial of prequalification.

4. **Informal Meeting** - Upon denial, the applicant may request an informal meeting with NCEM's representative to receive feedback and suggestions for improvement. NCEM's representative shall hold a feedback session for the applicants who do not appeal the decision within 2 weeks of the request and inform these applicants of the CDBG-DR requirements when they may reapply for prequalification since prequalification for NCEM's HRP is open and requests for prequalification shall be issued every six months or sooner as NCEM may have need.

5. Firms wishing to appeal the decision shall follow the appeals process described below.

D. Appeals Procedure

1. The firm may appeal the denial of Prequalification as noted below.
 - a. **Initial Protest** – A firm denied prequalification may protest the prequalification committee's decision by filing a written appeal via hand-delivery or e-mail to the applicable prequalification committee within three (3) business days of emailed notice that the firm has been denied prequalification. The written appeal shall clearly articulate the reasons why the firm is

Prequalification Form for Prime Contractor

contesting the denial (i.e., explains how the firm satisfied all required criteria for prequalification in the government's solicitation in their initial response) and attach all documents supporting the firm's position. The prequalification committee may contact the firm regarding the information provided prior to ruling on the protest. The Prequalification Committee should review the written protest within five (5) business days. If the prequalification committee is satisfied that the firm should be prequalified, the firm shall be notified that it is prequalified to bid on the project and allowed to participate in the bid process. If the prequalification committee upholds its denial, the firm shall be notified in writing via e-mail.

- b. **Appeal** – Within three (3) business days of NCEM's emailed notice of the Prequalification Committee's written protest decision, the denied prequalified firm may appeal the prequalification committee's decision, in writing, via hand-delivery or e-mail, to the Prequalification Official (see C.1 above). The Prequalification Official should review the appeal within five (5) business days. In the event the Prequalification Official is unable to review in a timely manner, he/she may designate a representative that is not a member of the prequalification committee to handle the appeal.
- c. **Decision on Appeal** – The decision of the Prequalification Official or Representative on the appeal shall be final, and the firm shall be promptly notified of the decision.
- d. **General Rules for Protests and Appeals** – Firms submitting prequalification applications shall be provided an e-mail address for the communication with NCEM during the protest and appeal process. The firm shall provide at least two e-mail addresses for use by NCEM in communicating with the firm. In the event the Prequalification Official or Representative is unable to render a decision on either the initial protest or the appeal prior to the bid date, the firm shall be allowed to submit bids on or be assigned HRP projects subject to a final decision on the protest or appeal. If the firm's bid pricing book is not competitive on an HRP project when compared to other prequalified contractors for the same area where the HRP project is located, then a final decision on the protest or appeal shall be terminated and rendered moot. Bids received from firms who have been ruled disqualified to bid shall not be opened or assigned an HRP project. A firm's failure to comply with any requirements of the protest and appeals procedures of this section shall result in the firm's protest or appeal being terminated and rendered moot.

Date: _____
Project
Name: _____
RFPQ #: 19-RFP-014321-WAX

[illegible][illegible]

Date: _____
Project _____
Name: _____
RFPQ #: **19-RFP-014321-WAX**

Form #	Description	Max Pts	1	2	3	4	5	6	7	8
2.c.(6)	Barred from public work in NC	3								
2.d.	EMR rate less than/equal 1	5								
2.e.	Documented HUB Plan	3								
	Subtotal	54	0	0	0	0	0	0	0	0
3. PROJECT SPECIFIC REQUIREMENTS										
3.a.	Project Superintendent included resume	2								
3.b.	Superintendent Experience	5								
3.c.	Project Manager Included resume	2								
3.d.	Project Manager Experience	5								
3.e.(1)	Similar Project Information 1	5								
3.e.(2)	Similar Project Information 2	5								
3.e.(3)	Similar Project Information 3	5								
	Subtotal	29	0	0	0	0	0	0	0	0
3.f.(1)	Rehabilitations / Major Home Renovations	3								
3.f.(2)	New Home Construction	3								
3.f.(3)	Home Elevations	3								
3.f.(4)	Reconstruction after Disaster/Fire (i.e., demolition and new construction)	3								
3.f.(5)	Lead-Based Paint Abatement	3								
3.f.(6)	Asbestos Abatements	3								
3.f.(7)	Mold Abatements	3								
3.f.(8)	Well-repairs, replacements, abandonments or installation of filtration systems	3								
3.f.(9)	Septic Tank System repairs	3								

Date: _____
Project
Name: _____
RFPQ #: _____
19-RFP-014321-WAX

		1	2	3	4	5	6	7	8
		Contractor Name							
		Contractor Name							
		Contractor Name							
		Contractor Name							
		Contractor Name							
		Contractor Name							
		Contractor Name							
		Contractor Name							
Form #	Description	Max Pts	Pts	Pts	Pts	Pts	Pts	Pts	Pts
3.f.(10)	Underground storage repair, replacement, removal and/or soil remediation	3							
	Subtotal	30	0	0	0	0	0	0	0
4. SIGNATURE									
4	Fully executed including notary	2							
	Subtotal	2	0	0	0	0	0	0	0
TOTAL POINTS		130	0	0	0	0	0	0	0

All scores 70 and above will be prequalified.



North Carolina Department of Public Safety

Purchasing and Logistics

Roy Cooper, Governor
Erik A. Hooks, Secretary

Cassandra Skinner Hoekstra, Chief Deputy Secretary
Douglas Holbrook, Chief Financial Officer
Joanne B. Rowland, Director

Purchasing & Logistics

IMPORTANT BID ADDENDUM

June 08, 2018

**FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS
MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S):**

BID Number: 19-RFP-014321-WAX
ADDENDUM Number: 01
PURCHASER: Angela Wainright

COMMODITY/SERVICE: Hurricane Matthew Recovery
USING AGENCY: Name
OPENING DATE/TIME: June 25, 2018

INSTRUCTIONS:

1. Please make the following change(s) in the bid referenced above:
Please see Attachment A which was omitted from posted RFP 19-RFP-014321-WAX
2. Check ONLY one of the following categories and return one properly executed copy of this addendum prior to bid opening time and date.

☐ Bid has already been mailed. Changes resulting from this addendum are as follows:

☐ Bid has already been mailed. NO CHANGES resulted from this addendum.

☒ Bid has NOT been mailed and ANY CHANGES resulting from this addendum are included in our bid.

Execute Addendum:

BIDDER: Rescue Construction Solutions, Inc.

ADDRESS (CITY & STATE): Raleigh NC

AUTHORIZED SIGNATURE: [Signature]

NAME and TITLE (Typed): Kymberly Locklear Project Coordinator

DELIVERED BY US POSTAL SERVICE

BID NO. 19-RFP-014321-WAX
North Carolina Department of Public Safety
Purchasing & Logistics
3030 Hammond Business Place
Raleigh, NC 27603

MAILING ADDRESS:
4227 Mail Service Center
Raleigh, NC 27699-4200
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3030 Hammond Business Place
Raleigh, NC 27603-3666
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Fax (919) 715-3731

**** CONFIDENTIAL PRICE LIST PRINTOUT ****

Price List: IBTS_NC_FAY_JUN18

Restoration/Service/Remodel with Service Charges Factored In

Legend:

CAT = Category
SEL = Selector Code
ACT = Activity
DESCRIPTION = Description
UNIT = Unit of Measure
REPLACE = Replace Price
REMOVE = Remove Price
RESET = Reset Price
REMOVE & REPLACE = Remove & Replace Price

CAT	SEL	ACT	DESCRIPTION	UNIT	REPLACE	REMOVE	RESET	REMOVE & REPLACE
ACC	ANCR	&	Anchor - twist in ground type	EA	\$ -	\$ -	\$ -	\$ -
ACC	ANCR+	&	Anchor - two crossed rods driven into the ground	EA	\$ -	\$ -	\$ -	\$ -
ACC	BAXL	&	Axle - electric brake (with springs)	EA	\$ -	\$ -	\$ -	\$ -
ACC	BIDITM	+	Accessories - Mobile Home (Bid Item)	EA	\$ -	\$ -	\$ -	\$ -
ACC	DAXL	&	Axle - drag (with springs) - no brakes	EA	\$ -	\$ -	\$ -	\$ -
ACC	DAXL-	&	Axle hubs - brake type	EA	\$ -	\$ -	\$ -	\$ -
ACC	EQL	&	Equalizers	EA	\$ -	\$ -	\$ -	\$ -
ACC	HTCH	&	Hitch - "A" frame style with coupler	EA	\$ -	\$ -	\$ -	\$ -
ACC	HUBS	&	Axle hubs - drag type	EA	\$ -	\$ -	\$ -	\$ -
ACC	IBEAM	+	I beam repair	EA	\$ -	\$ -	\$ -	\$ -
ACC	LAB	+	Mobile Home Repair - per hour	HR	\$ -	\$ -	\$ -	\$ -
ACC	LABL	+	Mobile Home - General Laborer - per hour	HR	\$ -	\$ -	\$ -	\$ -
ACC	MN	+	Mobile Home Accessory - Labor Minimum	EA	\$ -	\$ -	\$ -	\$ -
ACC	OTRG	&	Outrigger - up to 30" long	EA	\$ -	\$ -	\$ -	\$ -
ACC	RIM	&	Rim - doughnut type with no center	EA	\$ -	\$ -	\$ -	\$ -
ACC	SPNG	&	Spring - mono or single leaf only	EA	\$ -	\$ -	\$ -	\$ -
ACC	TIRE	&	Tire - 7 x 14.5 or 8 x 14.5 mounted	EA	\$ -	\$ -	\$ -	\$ -
ACC	TIRE+	&	Tire and rim/wheel - 7 x 14.5 or 8 x 14.5	EA	\$ -	\$ -	\$ -	\$ -
ACC	TNGJK	&	Tongue jack	EA	\$ -	\$ -	\$ -	\$ -

CAT	SEL	ACT	DESCRIPTION	UNIT	REPLACE	REMOVE	RESET	REMOVE & REPLACE
ACT	AV	&	Acoustic ceiling tile	SF				
ACT	AV+	&	Acoustic ceiling tile - High grade	SF				
ACT	AV++	&	Acoustic ceiling tile - Premium grade	SF				
ACT	AVARMV	-	Tear off asbestos acoustic ceiling tile (no haul off)	SF				
ACT	AVM	&	Ceiling panel - w/battens & staples- mobile home	SF				
ACT	AVM+	&	Ceiling panel -High grade w/battens & staples- mobile home	SF				
ACT	AVM++	&	Ceiling panel -glued w/no battens & staples- mobile home	SF	\$ -	\$ -	\$ -	\$ -
ACT	BALL++	&	Special - ballroom ceiling panels - Premium grade	SF	\$ -	\$ -	\$ -	\$ -
ACT	BIDITM	+	Acoustical Treatments (Bid Item)	EA	\$ -	\$ -	\$ -	\$ -
ACT	BTN	&	Batten for ceiling panel - mobile home	LF	\$ -	\$ -	\$ -	\$ -
ACT	DRAPE	&	Acoustical wall treatment - cloth - theater sound	SF	\$ -	\$ -	\$ -	\$ -
ACT	FUR	&	Acoustic ceiling tile furring	SF	\$ -	\$ -	\$ -	\$ -
ACT	LAB	+	Acoustical Treatments Installer - per hour	HR	\$ -	\$ -	\$ -	\$ -
ACT	LABL	+	Acoustical Treatments - General Laborer - per hour	HR	\$ -	\$ -	\$ -	\$ -
ACT	LP	&	Light diffusing panel (i.e., cracked ice)	SF	\$ -	\$ -	\$ -	\$ -
ACT	LP+	&	Light diffusing panel - High grade (i.e., mist white)	SF	\$ -	\$ -	\$ -	\$ -
ACT	LP++	&	Light diffusing panel - Premium grade (i.e., egg crate)	SF	\$ -	\$ -	\$ -	\$ -
ACT	MN	+	Acoustic Ceiling - Labor Minimum	EA	\$ -	\$ -	\$ -	\$ -
ACT	MTRAY	&	Acoustical ceilings - metal tray type	SF	\$ -	\$ -	\$ -	\$ -
ACT	SG	&	Suspended ceiling grid - 2' x 4'	SF	\$ -	\$ -	\$ -	\$ -
ACT	SG+	&	Suspended ceiling grid - High grade - 2' x 4'	SF	\$ -	\$ -	\$ -	\$ -
ACT	SG++	&	Suspended ceiling grid - Premium grade - 2' x 4'	SF	\$ -	\$ -	\$ -	\$ -
ACT	SG2	&	Suspended ceiling grid - 2' x 2'	SF	\$ -	\$ -	\$ -	\$ -



North Carolina Department of Public Safety

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Cassandra Skinner Hoekstra, Chief Deputy Secretary
Douglas Holbrook, Chief Financial Officer
Joanne B. Rowland, Director

Purchasing & Logistics

IMPORTANT BID ADDENDUM

June 12, 2018

FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S):

BID Number: 19-RFP-014321-WAX
ADDENDUM Number: 02
PURCHASER: Angela Wainright

COMMODITY/SERVICE: Hurricane Matthew Recovery
USING AGENCY: Emergency Management
OPENING DATE/TIME: June 25, 2018

INSTRUCTIONS:

1. Please make the following change(s) in the bid referenced above:
NOTE on page 3 of the Prequalification Application for Contractors (# 19-RFP-014321-WAX):
"The call in number for RFP 19-RFP-014321-WAX is (919) 715-1794. There is no password to enter the conference call. The date and time of this call is this Thursday, June 14th from 10am-11am."
2. Check ONLY one of the following categories and return one properly executed copy of this addendum prior to bid opening time and date.

☐ Bid has already been mailed. Changes resulting from this addendum are as follows: _____

☐ Bid has already been mailed. NO CHANGES resulted from this addendum.

☒ Bid has NOT been mailed and ANY CHANGES resulting from this addendum are included in our bid.

Execute Addendum:

BIDDER: Rescue Construction Solutions, Inc.
ADDRESS (CITY & STATE): Raleigh NC
AUTHORIZED SIGNATURE: [Signature]
NAME and TITLE (Typed): Kymberly Locklear Project Coordinator

DELIVERED BY US POSTAL SERVICE

BID NO. 19-RFP-014321-WAX
North Carolina Department of Public Safety
Purchasing & Logistics
3030 Hammond Business Place
Raleigh, NC 27603

MAILING ADDRESS:
4227 Mail Service Center
Raleigh, NC 27699-4200
www.ncdps.gov



OFFICE LOCATION:
3030 Hammond Business Place
Raleigh, NC 27603-3666
Telephone (919) 743-8141
Fax (919) 715-3731

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Casandra Skinner Hoekstra, Chief Deputy Secretary
Douglas Holbrook, Chief Financial Officer
Joanne B. Rowland, Director

Purchasing & Logistics

IMPORTANT BID ADDENDUM

June 14, 2018

FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S):

BID Number: 19-RFP-014321-WAX
ADDENDUM Number: 03
PURCHASER: Angela Walnright

COMMODITY/SERVICE: Hurricane Matthew Recovery
USING AGENCY: Emergency Management
OPENING DATE/TIME: June 25, 2018

INSTRUCTIONS:

1. Please make the following change(s) in the bid referenced above:

2.4 REQUEST FOR PREQUALIFICATION SCHEDULE

Event	Responsibility	Date and Time
Issue Request for Prequalification	State	June 7, 2018
Submit Written Questions	Contractor	June 12, 2018 June 15, 2018
Presentation/Demonstration/Interviews	Contractor	N/A
Provide Responses to Questions	State	June 15, 2018 June 18, 2018
Submit Applications	Contractor	June 25, 2018 June 26, 2018
Prequalification Awards	State	June 27, 2018 June 28, 2018
Prequalification Effective Date	State	June 27, 2018 June 28, 2018

2. Check **ONLY** one of the following categories and return one properly executed copy of this addendum prior to bid opening time and date.

☐ Bid has already been mailed. Changes resulting from this addendum are as follows:

☐ Bid has already been mailed. NO CHANGES resulted from this addendum.

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Telephone (919) 743-8141
Fax (919) 715-3731



Bid has NOT been mailed and ANY CHANGES resulting from this addendum are included in our bid.

Execute Addendum:

BIDDER: Prescoe Construction Solutions, Inc.
ADDRESS (CITY & STATE): Raleigh NC
AUTHORIZED SIGNATURE: [Signature]
NAME and TITLE (Typed): Kimberly Locklear Project Coordinator

DELIVERED BY US POSTAL SERVICE

BID NO. 19-RFP-014321-WAX
North Carolina Department of Public Safety
Purchasing & Logistics
3030 Hammond Business Place
Raleigh, NC 27603



North Carolina Department of Public Safety

Purchasing and Logistics

Roy Cooper, Governor
Erik A. Hooks, Secretary

Cassandra Skinner Hoekstra, Chief Deputy Secretary
Douglas Holbrook, Chief Financial Officer
Joanne B. Rowland, Director

Purchasing & Logistics

IMPORTANT BID ADDENDUM

June 19, 2018

**FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS
MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S):**

BID Number: 19-RFP-014321-WAX
ADDENDUM Number: 04
PURCHASER: Angela Walnright

COMMODITY/SERVICE: Hurricane Matthew Recovery
USING AGENCY: Emergency Management
OPENING DATE/TIME: June 25, 2018

INSTRUCTIONS:

1. Please make the following change(s) in the bid referenced above:

**Page 8, Section 2.7 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS
subpart U. (ZONES) consist of the following three construction zones:**

**Zone 1: Halifax, Hertford, Pasquotank, Camden, Currituck, Dare, Hyde, Tyrell,
Washington, Chowan, Bertie, Edgecombe, Wilson, Nash.**

Zone 2: Wayne, Greene, Pltt, Beaufort, Craven, Jones, Lenoir.

**Zone 3: Johnston, Sampson, Duplin, Pender, New Hanover, Brunswick,
Columbus, Bladen, Cumberland, Hoke, Moore, Harnett.**

Question	Answer
1. Can you tell me if these RFPs are two separate contracts or are they lead-in's to one single contract?	These are two separate procurements. There is currently a Request for Proposals for Construction Management Services (19-RFP-014320-WAX) issued by DPS Purchase and Logistics on June 6, 2018, and a Request for Prequalification of Contractors (19-RFP-014321-WAX) issued by DPS Purchase and Logistics on June 7, 2018. This addendum relates to 19-RFP-014321-WAX for Prequalification, and no contract for home construction services will be made at this time as a result of a contractor being approved for prequalification. 19-RFP-014320-WAX for construction management services for the Housing Recovery Program (HRP) will result in one or more contracts with the construction managers. 19-RFP-014321-WAX will

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	<p>prequalify multiple contractors that will be awarded or assigned construction contracts with homeowners with the scope of work determined by CDBG-DR eligibility determination that will include property and environmental assessments and contract amount determined a final NCEM benchmark bid pricing book that will be paid for through the CDBG-DR/HRP (hereinafter "PQCH contracts"). The construction managers hired by NCEM under 19-RFP-14320-WAX will work with NCEM in assigning/awarding PQCH contracts, assisting in executing PQCH contracts, reviewing PQ contractor's schedule for the PQCH contract, monitoring the PQ contractor's progress of work (including permitting and inspection processing with the authority having jurisdiction over construction, inspecting work under the PQCH contracts to make sure the work is performed in accordance with CDBG-DR/HRP requirements and standards, processing PQCH contract applications for payment (including documentation requirements needed for reimbursement from CDBG-DR), processing PQCH contract change orders, and ensuring PQCH contract closeout.</p>
<p>2. Can you tell me if there is a construction estimate or a budget for # 19-RFP-014321-WAX - Residential Construction Services for Hurricane Matthew Housing?</p>	<p>Section 1.0 of the RFP sets for the amount of federal CDBG-DR funds available for North Carolina's HRP, which can be used to fund the PQCH contracts.</p>
<p>3. Do you have a construction cost/estimated budget?</p>	<p>NCEM has hired a consultant to perform damage and environmental assessments for each home. After the assessments are completed NCEM, CM(s) and/or other consultants hired by the State can determine a construction cost estimate, budget and/or maximum grant eligible cost for each home. A prequalified contractor will have completed its bid pricing book prior to any award or assignment of homes for any type of HRP construction work and the contract amount for PQCH contract will be determined by using a benchmark bid pricing book created by NCEM that modifies the State's pre-procurement estimates with a review and reconciliation of the contractors' bid pricing books. Pursuant to state and federal laws and regulations, a few State agencies have developed confidential costs estimates and pricing book estimates as part of the procurement process (pending and future) in order to evaluate proposals, evaluate</p>

	<p>prequalified contractors' bid pricing books, and/or to be used in assigning or awarding PQCH contracts (confidentiality based on N.C. Gen. Stat. § 133-33; 01 N.C. Administrative Code 05b .0103, .0210, .1501; and/or such other policies and rules of the N.C. Department of Commerce, N.C. Department of Public Safety (inclusive of the Divisions of Emergency Management and Purchasing & Logistics), N.C. Department of Administrations (inclusive of Division of Purchase and Contract, and State Construction Office) and N.C. Office of Budget & Management).</p>
4. Is there a designer (engineer/architect) for this project?	<p>There is currently no design firm(s) hired by NCEM to implement HRP. NCEM may issue a separate request for qualification for design services, if needed.</p>
5. Are there any addenda released as of this moment?	<p>ADDENDUM 02 for 19-RFP-014321-WAX was issued June 12, 2018 and gave the call-in information for the Prequalification Conference Call. ADDENDUM 03 for 19-RFP-014321-WAX was issued on June 14, 2018 and extended the Contractors period of time to submit questions from June 12, 2018 to June 15, 2018, and adjusted the remainder of the Prequalification Schedule.</p>
6. Do you have the square foot?	<p>The estimated footage for each eligible CDBG-DR HRP home will vary.</p>
7. Do you have the site location?	<p>CDBG-DR HRP eligible homes are currently located in the following construction zones:</p> <p>Zone 1: Halifax, Hertford, Pasquotank, Camden, Currituck, Dare, Hyde, Tyrell, Washington, Chowan, Bertie, Edgecombe, Wilson, Nash.</p> <p>Zone 2: Wayne, Greene, Pitt, Beaufort, Craven, Jones, Lenoir.</p> <p>Zone 3: Johnston, Sampson, Duplin, Pender, New Hanover, Brunswick, Columbus, Bladen, Cumberland, Hoke, Moore, Harnett.</p>
8. Can we obtain copy of the plan holder's list?	<p>Not sure the meaning of a "plan holder's list." Homes that are determined to be eligible for CDBG-DR HRP funding will be added to a list of homes for the subject county in the zone over the next four to six months and as quickly as the damage and environmental assessments can be completed. NCEM and/or its CM(s) will provide a list of eligible homes for each county</p>

	when requests are made to the prequalified contractors to prepare their bid pricing books.
<p>9. My company would like to be considered for subcontracting opportunities in the following areas for this assignment: Section 5.4 (A, I) Section 5.5 (3) Section 5.6 (A, B, D, E, F) Will there be a contact list provided after the Thursday (June 14) Conference Call to connect with potential primes?</p>	<p>The NOTE on page 3 of 19-RFP-014321-WAX requesting that all Contractors attending the conference call pre-register. Those contractors who pre-registered are listed as the following:</p> <p>Kevin Jacobs Contract Inc. BB Foster Consulting Rescue - CS Bordeaux Construction Company, Inc. Crawford Home Improvements Metcon Barnhill Contracting Company</p>
<p>10. Are there any D/M/WBE or HUB Goals on this project?</p>	<p>19-RFP-014321-WAX requires Contractors to indicate in Question 2.e, page 6 of Attachment G, if Contractor's company has a documented plan for engaging subcontractor participation from Historically Underutilized Businesses (HUB Plan) and HUD Section 3 subcontractors and new hires. The Prequalification Matrix in Attachment H may allow a maximum of three (3) points to the Contractor if the Documented HUB Plan is provided.</p>
<p>11. Is this a Construction Manager @ Risk (CM@Risk) Contract?</p>	<p>No. The prequalification is intended to approve contractors (home builders and/or home renovators) to enter into contracts with homeowners under the CDBG-DR HRP to perform rehabilitation, reconstruction (including new construction) and/or elevate eligible homes, which may also include environmental abatements.</p>
<p>12. Is it a Construction Management (CM) type contract?</p>	<p>No. The prequalification is intended to approve contractors (home builders and/or home renovators) to enter into contracts with homeowners under the CDBG-DR HRP to perform rehabilitation, reconstruction (including new construction) and/or elevate eligible homes, which may also include environmental abatements.</p>
<p>13. Can the CM perform with its own forces/employees on this contract?</p>	<p>Not a CM contract. A prequalified contractor can self-perform work under a PQCH contract.</p>
<p>14. Does the CM have to bring in subcontractors to perform on this contract?</p>	<p>Not a CM contract. A prequalified contractor can subcontract portions of a PQCH contract.</p>

15. What are the bonding limits?	Bond limits will vary depending on the HRP construction type and the prequalified contractor's building capacity (i.e., number of HRP projects it is capable of performing at one time and any limitation placed on it by its surety). However, see the limits set forth in the answer to question 17 below.
16. Does the CM have to bring in subcontractors to perform on this contract?	Not a CM contract. Thus, a prequalified contractor can subcontract portions of a PQCH contract.
17. What is the average project (per job opportunity) worth in dollars?	The information can be found on pages 10-13 of the HRP at the link referenced on RFP page 4 of 51-Section 1.0. The information may be summarized as follows: Single Family Housing Rehabilitation Funding Limit-up to \$53,000 plus ad extra \$50,000 to elevate; and Single Family Housing Reconstruction Funding Limit-up to \$125,000 (inclusive of cost to elevate if required). Additional costs for lead-based paint abatement and other environmental assessments will be determined based on the environmental assessments to be performed by NCEM's consultant. The cost stated herein and in the linked document are subject to change.
18. Is this open for HUB contractors to bid?	Yes
19. Are there any size limits (capacity) for the bidder?	No
20. Are there any dollar limits (capacity) for the bidder?	No
21. According to the prequalification document, if you get 70 points or more, will you be prequalified?	Yes
22. If I am prequalified, does that mean that I will be awarded a contract to perform on this contract?	Pursuant to RFP Section 5.8, NCEM does not guarantee or usage. RFP Section 5.1 sets for the options for awarding and assigning PQCH contracts, which is intended to be fair process that is dependent on the number of contractors prequalified, their capacity to work on multiple HRP eligible homes, the proximity of HRP eligible homes to each other, and/or prequalified contractor's scheduling and performance in the CDBG-DR HRP. CDBG-DR rules encourage utilizing as may prequalified contractors as possible and/or as practical. It is NCEM's intent to start assigning and/or awarding PQCH contracts in August 2018.
23. Once you are prequalified, then what? Will you be awarded a contract?	See above answer. All prequalified contractors will be asked to participate in Bid Book RFP

24. If a prime contractor has a teammate, (teaming partner) do they both have to prequalify?	If the prime contractor and teammate are entering into a joint venture, then both will need to be prequalified. If the teammate is going to serve as a subcontractor, then the teammate does not need to be prequalified.
25. We are using a teaming partner to handle the "Environmental Abatements only" what method do you suggest for our teaming arrangement for the prequalification?	State agencies cannot provide legal advice as to how a prequalified contractor is to form a legally binding relationship with its teammate.
26. Do both of us need to be prequalified?	No. Only a prime contractor needs to be prequalified.
27. Do we need to have a legal structure drawn up? (like a JV)	State agencies cannot provide legal advice as to how a prequalified contractor is to form a legally binding relationship with its teammate.
28. Will a standard teaming agreement work between the both of us?	State agencies cannot provide legal advice as to how a prequalified contractor is to form a legally binding relationship with its teammate.
29. How many businesses will be on the "on-call" contract?	There is no limitation and prequalification will be readvertised periodically as long as there are homes eligible under the CDBG-DR HRP. Prequalified contractors will remain in an "on-call" status until assigned or award a PQCH contract up until its building capacity is reached and, at that point, its status will reflect "Performing-Maximum Capacity." After successfully completion of a PQCH contract its status will revert back to an "on-call" status and be eligible for assignment/award of additional PQCH contracts.
30. Who is responsible for completing the matrix at the end of the prequalification form?	The Prequalification Committee reviewing the applications for prequalification.
31. We have a Limited General Contractors License of \$500,000 will we be able to bid this project?	Yes, for any PQCH contract under the license limit or an aggregate of PQCH contracts under the license limit.
32. What is the difference between the CM & Risk and the CM contract delivery methods?	The question is not applicable to this request for prequalification. However, a CM at Risk guarantees that the construction costs for a project will not exceed the maximum price determined by the CM that is approved by the owner (also known as the "guaranteed maximum price" or "GMP"). The CM is at risk for any cost above the GMP that is not the result of an owner directed change or a significant design error or omission. A "construction management contract" (also known as a "construction manager adviser contract") usually requests a CM to provide the same

	services as a CM at Risk, but there is no GMP and CM is not liable for cost overruns.
33. Where can we find the Bid Book?	The Bid Pricing Book will be requested of Contractors after they have been Prequalified and at least two to three weeks before NCEM's consultant is anticipated to complete enough grant eligibility assessments to start mobilization of contractors to start construction work. Attachment A (Bid Pricing Book) is not required to be returned with this Request for Prequalification. Only Attachment G (Prequalification Form), financial documentation listed in Section 4.3 (Financial Stability) on page 11, and a list of references in Section 4.5 (References) is required at this time.
34. Do we have to price Every item on the attachment A?	It is highly recommended that all prequalified contractors provide prices for every item when NCEM requests submission of the bid pricing books, if the contractors want consideration of their pricing in developing the final benchmark pricing book that will be used to establish the contract amounts for the PQCH contracts. If contractors wants to limit its prequalification to specific scopes of work, zones and/or counties, it must indicate the scopes, zones and/or counties in its prequalification application.
35. Who do we bill the state or CM?	The prequalified contractor may only bill for the work that will be set forth in the PQCH contract. All payment applications will be directed to NCEM through the CM assigned to the prequalified contractor or over a construction zone. NCEM and CM will work with prequalified contractor to set up electronic funds transfer for payment to prequalified contractor as well as the documents prequalified contractor must maintain and submit with all payment applications to allow NCEM to receive reimbursement under the CDBG-DR.
36. Does the CM Disburse funds to the Prime Contractor	See above answer.
37. Do we price items by the zone? How do we include price increases and availability cost through all three regions when pricing is different in all zones?	Prior to the assignment or award of PQCH contracts, NCEM and/or its CM(s) will direct prequalified contractors to submit one pricing book to be used in all zones. This questions does not pertain to PQCH process. This will be addressed in a separate procurement
38. Who controls the bidding process? State or CM	See answer to question 22 above.
39. What is the bidding process? How many houses will be sent out per week?	See answer to question 22 above.

40. Who awards the job? State/ CM?	See answer to question 22 above.
41. Where do billings go? CM/State	See answer to question 35 above.
42. Can we bid only what we are interested in or do we need to bid everything on attachment A?	Yes. Prequalified contractors should advise NCEM if there will be any limitations as to the prequalified contractor's scopes of work that will be performed and/or whether there are zones and/or counties that a prequalified contractor will not accept PQCH contract in. See also answer to question 34 regarding the submission of a bid pricing book. If a contractor does not submit a bid pricing book, then it may not be entitled to request any changes to the contract amount for any PQCH contract assigned to it and/or seeking any change orders.
43. For contractors submitting on a select number of scope items what attachments are requested to be provided with their prequalification response?	See answer to question 34 above.
44. I wanted to clarify that the prequalification Application only is due on 6/26/2018, not the Bid book Attachment A.	Attachment A (Bid Book) is not due on 6/26/2018. Please refer to Questions 33 and 34.
45. State clarification of scoring Matrix 3.f.(4)-complete parenthetical is included in the answer	3.f.(4) Reconstruction after Disaster/Fire (i.e., demolition and new construction on home's existing footprint)

2. Check ONLY one of the following categories and return one properly executed copy of this addendum prior to bid opening time and date.

☐

Bid has already been mailed. Changes resulting from this addendum are as follows: _____

☐

Bid has already been mailed. NO CHANGES resulted from this addendum.

☒

Bid has NOT been mailed and ANY CHANGES resulting from this addendum are included in our bid.

Execute Addendum:

BIDDER: Rescue Construction Solutions, Inc

ADDRESS (CITY & STATE): Raleigh NC

AUTHORIZED SIGNATURE: [Signature]

NAME and TITLE (Typed): Kimberly Locklear Project Coordinator

DELIVERED BY US POSTAL SERVICE

BID NO. 19-RFP-014321-WAX
North Carolina Department of Public Safety
Purchasing & Logistics
3030 Hammond Business Place
Raleigh, NC 27603



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/21/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jennings Bryan-Chappell Insurance Services PO Box 1118 Burlington NC 27216		CONTACT NAME: Tammy Brown PHONE (A/C, No, Ext): (336) 227-7458 FAX (A/C, No): (336) 343-1000 E-MAIL ADDRESS: tammyb@jbcins.com	
INSURED Rescue Construction Solutions, Inc., DBA: Rescue Restoration Plus 2800 Rowland Road Raleigh NC 27615		INSURER(S) AFFORDING COVERAGE INSURER A: Builder's Mutual NAIC # 10844 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL185303832

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR Y/N	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CPP008013400	06/10/2018	06/10/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CAP003088700	06/10/2018	06/10/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			MUB0007284	06/10/2018	06/10/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NJ) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	WCP106970400	04/11/2018	04/11/2019	PER STATUTE <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Contractors Equipment			CPP008013400	06/10/2018	06/10/2019	Rented or Leased Equip \$250,000 Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

For Information Purposes Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Rescue Construction Solutions, Inc.

BALANCE SHEET

As of March 31, 2018

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BB&T Checking	1,236.23
BB&T Restoration	0.00
Cash	200.00
First National Checking	274,946.56
SunTrust Checking	363,023.59
Yadkin Bank Checking	11.97
Total Bank Accounts	\$639,418.35
Accounts Receivable	
Accounts Receivable (A/R)	2,641,270.91
Total Accounts Receivable	\$2,641,270.91
Other Current Assets	
Employee Loan	2,639.86
Prepaid Expenses	0.00
Prepaid Lease - Hickory Office	0.00
Undeposited Funds	19,093.56
Total Other Current Assets	\$21,733.42
Total Current Assets	\$3,302,422.68
Fixed Assets	
Accumulated Depreciation	-213,921.86
Equipment	37,488.38
Office Equipment	12,001.34
Office Furniture	6,976.25
Vehicles	333,711.89
Total Fixed Assets	\$176,256.00
Other Assets	
Advanced Commissions	174,889.41
G ALBURY	0.00
J CHASENGNOU	0.00
Lien Receivable	69,036.67
Buff	0.00
Dula	0.00
Gupton, Sandra	0.00
Harper, Lucille	0.00
Henry	0.00
John Ifdon	5,876.00
Joyce Jarman	126.00
Katherine Shelton	923.26
Ken Walters	0.00
Lopez	0.00
Lori Thompson	-1,836.76

	TOTAL
Mary Gibson	3,902.14
Michael Brooks	2,721.00
Nancy Mack	0.00
Reel	0.00
Reggie Free	1,026.00
Tommy Stephenson	4,535.64
Wakefield, Monique	0.00
Watson, Shevette	0.00
Worth	0.00
Total Lien Receivable	86,309.95
Security Deposits	13,006.70
Total Other Assets	\$274,206.06
TOTAL ASSETS	\$3,752,884.74

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable

1,493,917.77

Total Accounts Payable

\$1,493,917.77

Credit Cards

ABC Supply Co. Inc.

0.00

Best Dist Co-293833-Triad

0.00

Best Dist Co-293846-Raleigh

0.00

Best Dist Co-296903-NRV

0.00

Best Dist Co-297550-Hickory

0.00

S Brewington Business Checking

0.00

Wex Bank - 049600206510000011

0.00

Wex Bank - 049600206510000021

0.00

Wex Bank - 049600206510000031

0.00

Wex Bank - 049600206510000041

0.00

Wex Bank - 049600206510000051

0.00

Total Credit Cards

\$0.00

Other Current Liabilities

Accrued Job Costs

0.00

Customer Deposits

106,030.51

Garnishment

421.94

Loan

1,000.00

Note Payable - Interlink

0.00

Note Payable - Line of Credit

121,021.11

Note Payable - Officer Loan

0.00

Officer Loan (Chris)

-1,762.92

Officer Loan (Sheila)

7,315.42

Payroll Liabilities

554.81

Accrued Bonuses

0.00

Federal Taxes (941/944)

-3,226.98

Federal Unemployment (940)

1,461.55

Insurance Payable

31,205.62

NC Income Tax

420.00

NC Unemployment Tax

6,430.13

	TOTAL
VA Income Tax	-524.00
VA Unemployment Tax	-0.01
Total Payroll Liabilities	36,321.12
Total Other Current Liabilities	\$270,347.18
Total Current Liabilities	\$1,764,264.95
Long-Term Liabilities	
Note Payable - Ally	
Chris Edwards - Vehicle 2	42,284.44
Corporate - Chris Edwards' Co Truck - 2015 Silverado	40,728.04
Raleigh Service Truck - 2014 Chevrolet	14,631.61
Triad Service Truck - 2014 Chevrolet	14,931.01
Total Note Payable - Ally	112,575.10
Note Payable - Ford Credit	0.00
Note Payable - GM - 2017 Chev -Chris' Truck	57,689.08
Note Payable - GM - 2017 Chevy - MF	30,409.43
Note Payable - GM - 2017 Tahoe	62,479.55
Total Long-Term Liabilities	\$263,153.16
Total Liabilities	\$2,027,418.11
Equity	
Opening Balance Equity	0.00
Partner Distribution-Sheila	-381,797.08
Partner Distribution-Ted	0.00
-Ted-For Taxes	0.00
Total Partner Distribution-Ted	0.00
Partner Distributions-Chris	-388,223.10
-Chris-For Taxes	-1,800.00
Total Partner Distributions-Chris	-390,023.10
Retained Earnings	1,700,392.73
Net Income	796,894.08
Total Equity	\$1,725,466.63
TOTAL LIABILITIES AND EQUITY	\$3,752,884.74



**McGriff Insurance
Services**

Construction Risk Services

4309 Emperor Boulevard, Suite 300
Durham, NC 27703
Phone (919) 281-4500
Fax (888) 746-8761
Toll Free (800) 672-1674

June 25, 2018

RE: Surety Capabilities of Rescue Construction Solutions, LLC

To Whom It May Concern:

McGriff Insurance Services, Inc. is proud to provide surety bonds for Rescue Construction Solutions, LLC and consider this company to be a valued client. We have placed their surety bonds with The Gray Insurance Company (Gray), which is rated A- (Excellent) by A.M. Best and is listed as an approved surety in the Department of the Treasury's Listing of Approved Sureties (Circular 570).

The management team of Rescue Construction Solutions LLC demonstrates excellence and added value to the projects they undertake. Without question, we can recommend this company to you and believe you will quickly see the high degree of professionalism and expertise they offer. At present, Rescue Construction Solutions, LLC has the bonding capacity to bond **single projects in the \$1,500,000 range (\$5,000,000 aggregate).**

Should Rescue Construction Solutions, LLC be awarded a contract, we naturally expect that the execution of any final bonds would be subject to the satisfactory review of the final terms and conditions of the contract and its financing by Rescue Construction Solutions, LLC and The Gray Insurance Company. Rescue Construction Solutions, LLC, The Gray Insurance Company, and/or McGriff Insurance Services, Inc. assume no liability to third parties or to you if for any reason said bonds are not executed. This letter of recommendation is valid for a period of 120 days.

If I can provide you with further information concerning this fine contractor, please do not hesitate to give me a call.

Sincerely,

Julie McElligott
Account Manager - Surety
Direct Dial: 919.281.4556

Rescue Construction Solutions, Inc. - Subcontractor

NC Division of Emergency Management – #19-RFP-014321-WAX

BUSINESS SUMMARY – Founded in 2006 Kevin Jacobs General Contracting, Inc is a small minority based construction firm serving North and South Carolina, with more than 20 years of experience. We are unlimited General Contractors licensed in NC and SC, with a bonding capacity of \$5 million plus.



CORE COMPETENCIES

- New Construction
- Renovations
- Additions
- Industrial
- Commercial & Residential

Past Performance

- University of NC @ Pembroke Moore Hall Renovation. Prime Contractor reasonable for: Renovation of Auditorium. Project valued at \$400,000.00
- University of NC @ Pembroke Grace P. Johnson. Prime Contractor for: Building Bathrooms and installing Grandstands for Football Stadium. Project valued at \$ 821,114.00
- Our Freedom Ministries Church
Prime Contractor for: Building 10,000.sqft Sanctuary, Site work and Parking Lot Turn Key. Project valued at \$ 900,000.00
- Public Schools of Robeson County St.Pauls Middle School. Prime Contractor for: Renovation for Auditorium, Classrooms and Bathrooms. Project valued at 1.1 Million
- Lumbee Tribe of North Carolina. Prime Contractor for new construction of residential and commercial construction. Projects valued at \$ 300,000.00 plus.

Point of Contact
Kevin K. Jacobs

E- Mail : info@kkjgc.com

Phone: 910-739-4556

Address: 279 Lumbee Ave Lumberton, NC 28360

DIFFERENTIATORS

- Honest, Integrity, and Loyalty
- We take pride in our Customer Service
- We are focused on quality, cost, schedule and Safety throughout the project.
- With our expertise we understand it's important to work as a team with the Client, the Architect, the Engineer and the Sub-Contractor during the Construction phase.

NAICS CODES

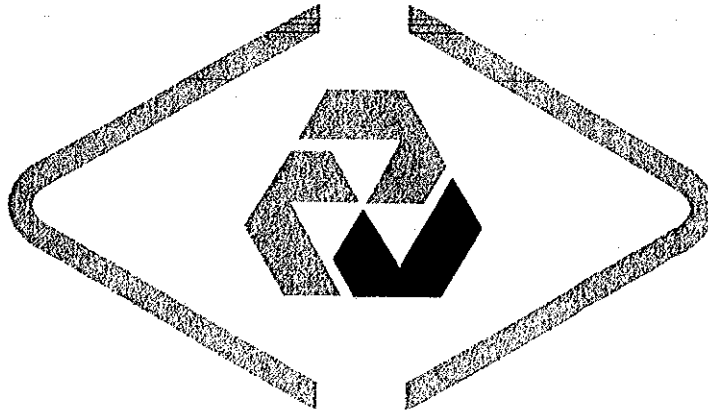
236210 : Industrial Building
236220 : Commercial Building Construction
238130 : Framing Contractors
238310 : Drywall and Insulation Contractors
238350 : Finish Carpentry Contractors
238990 : Other Specialty

SOCIO -ECONOMIC STATUS

Small Disadvantaged Business
Minority Owned Business
Historically Underutilized Business (HUB)

CAGE: 5AFK9
DUNS: 808498393

VISTABUTION



STATEMENT OF QUALIFICATIONS: Demolition, Asbestos, Lead-Based Paint, and Mold Abatement and Remediation Services

SUBMITTED TO: The State of North Carolina – Division of Emergency Management

Rescue Construction Solutions, Inc. Subcontractor - #19-RFP-014321-WAX

SUBMITTED ON: June 26, 2018

Vistabution, LLC.

Raleigh Office:

8315 Six Forks Road

Raleigh, NC 27614

Phone 919-844-9375 • Fax: 919-861-0849

Vistabution, LLC
Hazardous Environmental Subcontractor with Rescue Construction Solutions, Inc.

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1. COMPANY OVERVIEW

Expertise and Years in Business

COMPANY PROFILE

Vistabution, LLC is a minority and veteran-owned corporation, recognized as a leading Environmental firm specializing in Asbestos & Lead Paint Inspections, Demolition services to include Design and Abatement services to local, state and government agencies. Since the company's founding in December 2001, we have provided our customers services through five (5) business focus areas: Asbestos and Lead abatement, environmental consulting services, asbestos design, demolition, and contracting project management for right-of-way acquisitions. Vistabution is listed with the NC Department of Transportation on the limited services contractor's list for abatement and demolition, which includes well abandonment Underground storage tank removal. Our company has successfully completed extensive demolition asbestos & Lead Paint remediation and removal projects throughout the state ranging up to \$1.2 million. Vistabution recently has been awarded two contracts with NC State University for Asbestos lead paint mold removal & Abatement designer services for two years. Vistabution has been selected to inspect abate and Demo all buildings for facilities group at NCDOT.

Our Management Team and staff have extensive background in working with inspections, hazardous materials abatement, environmental design, demolition, waste recycling and contracting project management. Not only does each focus area have experienced, highly-trained personnel, but most of the staff is cross-trained, allowing Vistabution the resources to meet any time sensitive situations or unplanned needs. Unlike other companies in the field, we can provide the New Jersey Department of Transportation with a turn-key business solution in which we perform "in-house" all elements of the remediation process including initial inspections, reporting and hazardous materials abatement design/planning, permitting, actual abatement of contaminants, proper disposal and final clearance.

When providing bonding and insurance to its clients, our requirements are above and beyond the industry standards. All such insurance is compliant with all the laws of the State of North Carolina and has been obtained from companies that are authorized to provide such coverage and are authorized by the Commissioner of Insurance to do business in North Carolina. Our bonding capacity offers the highest (A) rated bonds and has the capacity to bond a wide spectrum of projects at the desired monetary limits up to \$4,000,000.

COMPANY CERTIFICATIONS

- North Carolina General Contractor - #69958 Construction/Water and Sewer
- North Carolina Contractor /Asbestos #69958
- North Carolina DOT Disadvantaged Business Enterprise (DBE)
- NC HHCUC Lead Firm Certification
- Historically Underutilized Business (HUB)
- Minority Business Owned Enterprise (MBE)
- Small Business Enterprise (SBE)
- Veteran-Owned Business (VOB)

2. PAST PERFORMANCE ON SIMILAR PROJECTS

ASBESTOS ABATEMENT AND DESIGN EXPERIENCE

For the past 10 years, Vistabution has been a forerunner in the field of asbestos abatement servicing local, state and government agencies. Our determination to ensure that all clients receive the proper handling of their abatement project has been a mainstay for the success of our company. Through the use of certified, experienced managers and supervisors, we develop for each project a customized abatement plan which ensures minimal interference to our clients' day-to-day operations.

We have completed numerous abatement projects varying from occupied office buildings, and universities, to government and commercial industrial facilities. The experience and dedication of our abatement supervisors and technicians are among the highest in the industry. With a perfect record, the company has never been cited and/or penalized for asbestos regulation violations.

Experience Providing Asbestos Abatement Services for:

- Historical Renovations
- Universities
- Commercial Facilities
- Residential
- Government Facilities

Available Certified Personnel for Each Asbestos Project:

- 2 Asbestos Project Designers
- 3 Asbestos Inspectors
- 5 Asbestos Project Supervisors
- 1 Certified Industrial Hygienist
- 2 Air Monitors
- 50 Certified Asbestos Laborers

LEAD ABATEMENT AND MOLD REMEDIATION EXPERIENCE

Throughout the company's years of experience, Vistabution has tailored its services to meet the increasing regulations and suit the specific needs of the client. This assurance of individual attention and planning has lent itself well to Vistabution's lead abatement and mold remediation programs. Because of the prevalence of lead contamination in such sensitive areas as schools, hospitals, universities, government installations, industrial facilities, and multi-family housing, Vistabution realizes the strong need for qualified, educated, and concerned personnel. We also understand the need for the use of proper equipment and material in the environmental field. This concept is not forgotten in our dealings with lead and mold issues. Our company utilizes only state-of-the-art methods of mechanical and chemical stripping, abrasive and non-abrasive scraping, blasting/cleaning, and component removal.

Lead Abatement Services:

- Abrasive and Non-Abrasive Blasting Cleaning
- Chemical Stripping
- Historic Renovations
- Universities
- Industrial Facilities
- Government Facilities
- Multi-family Housing

MOLD REMEDIATION: Vistabution, in collaboration with its associates, utilize the following Fungal Spore Sampling and Abatement Safe/Standard Operating Procedures:

Communication: Consult with Project Manager prior to remediation activities to define the areas of removal and provide oversight for the project. Prior to removal, consult to define the abatement design specifications prior to removal to facilitate efficient reconstruction of the space. Develop a project time line and communicate this with building representatives prior to the remediation and construction project. Provide contact numbers if occupants have questions about the project.

Personal Protective Equipment (PPE): Full-faced negative pressure respirators (North 7600 series) with CD/CL/HC/HF/OV/SD/P100 cartridges. The cartridge protects against chlorine dioxide, chlorine, hydrogen chloride, hydrogen fluoride, organic vapor, sulfur dioxide and provides a HEPA filter to protect against particulates.

- Disposable tyvek coveralls covering both the head and the shoes.
- Gloves: Neoprene, rubber, leather, or cotton depending on the material to be removed. Leather is recommended when sharp material is expected to be encountered during the demolition.
- Tools: Pliers or cutters to break up metal mesh in plaster walls. These and other tools are used to reduce skin contact with sharp objects.

Hygiene: All on-site personnel wash hands after exiting the enclosure, and prior to using hands to place anything in the mouth. When exiting the enclosure, remove coveralls leaving them inside either the enclosure or the first stage (dirty room) of the two-stage decontamination room. In the change area, doff the respirator. Remove the cartridges. Clean the surfaces of the cartridges with a disinfectant wipe and keep the cartridges for reuse. Soak and clean the respirator in a gallon of disinfectant. Rinse the respirator in water, clean with a disinfectant wipe, and dry with a clean towel. After an exhaust fan with a HEPA filter is used on a job site, the pre-filter is covered with 4-6 mil poly and sealed with duct tape.

Containment of Affected Areas: Isolate work area from occupied spaces using plastic (4-6 mil poly) sheeting sealed with duct tape (including ventilation ducts/grills, fixtures and other openings). Use an exhaust fan with a HEPA filter to generate negative pressurization. For example, an Ulti Vac may be used for a glove bag removal, a HEPA Jr. for an office-sized room, and larger units for bigger areas. Separate units are used for Asbestos and mold removal thus removing risk of cross-contamination.

Control of Exposure to Adjacent Areas: Vacating people from spaces is not necessary but is recommended for individuals with reduced immune systems, infants, recent surgery patients, people with chronic inflammatory lung diseases and individuals with respiratory health concerns (asthma, hypersensitivity pneumonitis and severe allergies). In general, there are fewer occupant complaints about the remediation if the adjacent spaces are vacated. The complaints about construction-related odors are reduced and there is more space to place cleanup material.

Painting and Applying Bleach:

- If exhaust fan discharge is outside building -- Keep HEPA exhaust fan on during the application of bleach and Foster's 40/20 anti-microbial paint. Make sure adjacent outside windows are shut, the discharge is not close to an air intake, and window air conditioners are shut off or set on re-circulation.
- If exhaust fan discharge is inside building -- Shut off HEPA exhaust fan during the application of bleach and Foster's 40/20 anti-microbial paint. Turn the fan back on when the odor is no longer noticeable.

When applying bleach to visible fungal growth prior to removal of material, apply the bleach solution to the surface and wait two to five minutes prior to removing the material. This provides sufficient time for the bleach to disinfect the material and reduces the dust generated because the material is wetted. In some cases, a surface is lightly misted with a bleach solution prior to painting with Foster's 40/20. Painting of the surface may begin within five minutes of the bleach misting.

Removal of Containment Materials: Containment materials that cannot be cleaned should be removed from the building in sealed plastic bags. The outside of the bags should be cleaned with a damp cloth and a detergent solution or HEPA vacuumed in the decontamination chamber prior to their transport to uncontaminated areas of the building. There are no special requirements for the disposal of moldy materials. Moldy materials that are bagged can be disposed of with other general waste. Dirt, debris, and broken plaster may be placed in 55-gallon drums inside the containment area. Before removal from the containment area, close the drum and clean the outside surface.

Cleaning of the Containment Area: The contained area and decontamination room should be HEPA vacuumed, cleaned with a damp cloth and/or mop with detergent solution, and be visibly clean prior to the removal of isolation barriers.

Containment Area Use during Reconstruction: After the containment area has been cleaned the enclosure can be used to contain the dusts generated by the sheetrock sanding and taping activities. This is done to reduce the problems with clean up when reconstruction is completed. The use of the HEPA exhaust filter is not required. The two-stage decontamination area is also not needed. Final Inspection: Prior to re-occupancy of the space, a visual inspection and/or air sampling will be done by the Project Manager or a designated representative. Re-occupancy may occur when the space passes the inspection.

SIMILAR REPRESENTATIVE PROJECTS – Asbestos, Lead and Mold

1) Project Name: Alamance County Schools Abatement

Project Location: Alamance Co., NC

Scope of Work: Performed hazardous materials abatement of 4 High Schools in Alamance County during the summer break.

Primary Project Supervisors: Jose Aleman

Owner Contact: James Miles - Alamance Co. Schools 336-516-3306

Project Cost: \$65,000

2) Project Name: Alamance County Schools Abatement

Project Location: Alamance Co., NC

Scope of Work: Performed hazardous materials abatement of 6 middle and elementary schools in Alamance County during the summer break.

Primary Project Supervisors: Jose Aleman

Owner Contact: James Miles - Alamance Co. Schools 336-516-3306

Project Cost: \$90,000

3) Project Name: Orange County Schools Abatement

Project Location: Orange Co., NC

Scope of Work: Performed abatement of floor tile and mastic for Orange County High, Central Elementary, and Hillsborough Elementary.

Primary Project Supervisors: Jose Aleman

Owner Contact: Orange County Schools – 200 East King Street, Hillsborough, NC

Project Cost: \$36,000

4) Project Name: UNC- Greensboro Abatement

Project Location: Greensboro, NC

Scope of Work: The UNCG project is an open-end project that is being done in phases. The first phase consisted of floor tile and mastic removal. Phase one scope included coordination and supervision of day to day abatement activities on site. Phase two consisted of thermal system insulation on support beams.

Primary Project Supervisor: Michael Bullard

Project cost: Ongoing

Contact: UNCG, Renovation Design Project Manager – Mr. Ed Strait (336) 256-1194

5) Project Name: Meredith College – Science Building

Project Location: Raleigh, NC

Scope of Work: Full containment removal of asbestos containing materials (ceiling texture, floor-tile and mastic.) Work performed using proper wet methods, negative pressure, and personal protective equipment. Approximately 85,000 square feet. Personnel and public surveillance performed for the duration of the project.

Primary Project Manager: Jose Aleman

Project Cost: \$240,000.00

Client Contact: Harry Cadman, Dept. of Facilities Services, (919) 829-8560

6) Project Name: Charlotte Mecklenburg Historic Courthouse

Project Location: Charlotte, NC

Scope of Work: Performed hazardous lead paint removal and remediation for caulking and windows. After removal, these were repainted, insulated and re-installed

Primary Project Supervisors: Jose Aleman and Mark Williamson

Owner Contact: Mecklenburg County Real Estate; 3205 Freedom Dr. Ste 201; Charlotte NC

Project Cost: \$117,000

7) Project Name: Meredith College – Art Building 1st Floor

Project Location: Raleigh, NC

Scope of Work: 1st floor Mold Remediation of approximately 2000 SF area description of work, to decontaminate mold contaminated hard surfaces and dispose of mold contaminated soft surfaces materials such as ceiling tiles fiber glass sheet rock up to contamination was no longer visible all of this was to be perform by using different mold killing agents such as hydrogen peroxide, and foster 4080 after completion of decontamination all surfaces was to be encapsulate with a clear or white fosters 4050.

Primary Project Manager: Jose Aleman

Project Cost: \$4800

Client Contact: Harry Cadman, Dept. of Facilities Services, (919) 829-8560

8) Project Name: NCDOT Mecklenburg County

Project Location: Charlotte, NC

Scope of Work: Performed Asbestos abatement and demolition of command communications building. 8,500 sf building. Abatement consisted of sheet rock walls, roof flashing, pipe TSI removal, and floor tile removal. Mold inspection around TSI pipe and remediation.

Primary Project Supervisors: Jose Aleman and CJ Mann

Owner Contact: NCDOT, Kenny Hill 704-982-9181

Project Cost: \$106,000

9) Project Name: NCDOT Person County

Project Location: Roxboro, NC

Scope of Work: Asbestos inspection, abatement, disconnection of utilities, demolition and clearing of 10 state-owned properties. Abatement consisted of sheet rock walls, roof & floor removal. Mold inspection around TSI pipe and remediation.

Primary Project Supervisors: Jose Aleman and CJ Mann

Owner Contact: NCDOT, Sheila Daniel 919-220-4700

Project Cost: \$110,000

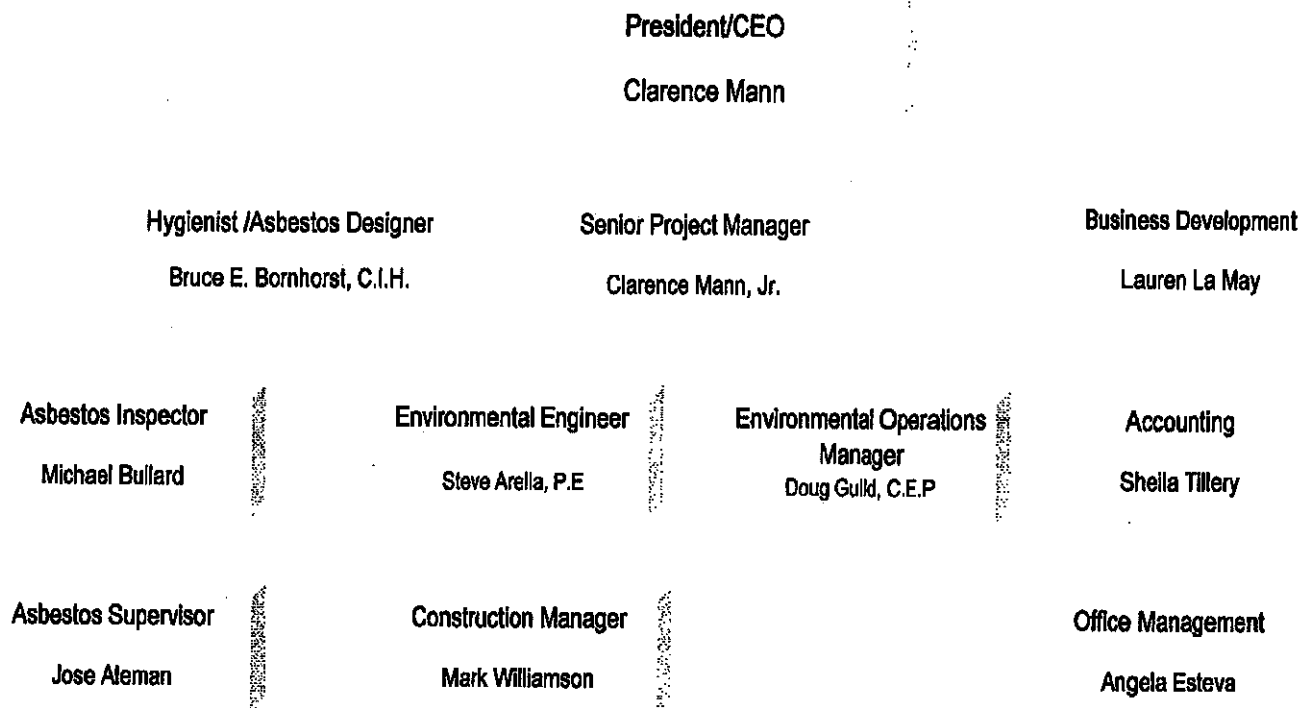
3. STAFF QUALIFICATIONS AND AVAILABILITY

MANAGEMENT TEAM

Vistabution's Management Team has extensive background having worked for state, local and federal agencies, as well as top corporations and industry leaders in regional, national, and international forums. Keeping abreast with industry changes and regulations is imperative to our success which mandates our staff to regularly attend training seminars and invest hundreds of hours in advanced training courses. This instruction allows our personnel to stay well-informed of the ever-changing regulations and industry trends. Vistabution's dedication to providing skilled, educated, and safety-conscious personnel allows us to react rapidly to any environmental or time-sensitive circumstances.

Vistabution ensures that only knowledgeable, capable employees carry out the planning, execution, and control of the project. We train our employees on quality standards and procedures based on project requirements as well as their job positions. Then we validate their capabilities before they are assigned to carry out their quality job responsibilities on the project. Ongoing monitoring of performance continually validates qualifications of each employee. Vistabution is certified under the AHERA Asbestos Hazard Management Program and Lead-Based Paint Hazard Management Program administered by the North Carolina Department of Health and Human Services' Health Hazard Control Unit. All the asbestos and lead paint abatement staff are accredited by HHCU, have completed the EPA AHERA/OSHA worker courses as well as the medical training requirements for respirator usage.

Following is an organizational chart, demonstrating the structure of our business and the strength of the knowledgeable professionals that would oversee proposed projects. Additional Staff Licenses/Certifications are attached in Section VI.



Following is a summary of the background of the Management Team, and their experience, demonstrating the strength of the knowledgeable professionals that would oversee proposed projects.

CLARENCE MANN

Chief Executive Officer

Mr. Mann is a proven Executive with technical expertise in contracting and environmental engineering studies. With over 25 years of leadership experience in management, his training also includes identifying challenges and limitations within project management processes, shifting them to produce immediate results. As CEO, he works, develops, and launches business strategies to increase Vistabution's customer base; develops company policies, procedures, and guidelines in order to maximize its deliverables; estimates bids and negotiations; and performs all daily corporate functions.

Mr. Mann has successfully exceeded profit projections for several mid-sized Fortune 500 companies. His business leadership experience includes forecasting, data management, consolidations, sales/marketing, and strategic planning. These skills are vital and essential in today's global and technologically savvy market-place. He has over 15 years working with NC DOT as a professional right-of-way consultant, including land acquisition, abatement, and excavation. He actively participates in project management for many other companies.

Mr. Mann received his Baccalaureate degree in General Science from St. Augustine's College in Raleigh, NC, (class of 1975) and his Masters of Science from North Carolina Central University in Durham, NC, (class of 1978). He has continued his education with the following courses: American Contractors Institute – Building & Construction (2001); Triangle Appraisal School (Raleigh, NC 2002); Landstar Logistics: Hazardous Material Certification (Jacksonville, FL 2005); and Princeton Industrial Training Institute (Gibsonville, NC 2005).

CLARENCE MANN, JR.

Executive Director and Senior Project Manager

Upon graduating with a Masters in Urban Planning with an Emphasis in Environmental Planning & Land Use from University of Michigan in 2010, Mr. Mann joined his father to assist in the management of Vistabution. As Executive Director, he oversees staff management, assists the CEO in the development, design and implementation of the organization's strategic plans. He serves as field project and quality assurance manager, overseeing compliance and quality control in collaboration with the Project Supervisors. His expertise is in Environmental Urban and Regional Planning working closely with city and state government, land use pacification, and infrastructure recommendations.

DOUGLAS P. GUILD, C.E.P.

Operations Manager; Environmental Scientist and Lead Specialist

Mr. Guild joined Vistabution in 2008 as a Senior Environmental Scientist and Senior Project Manager with over twenty years of environmental consulting experience and a background in Environmental Assessment and Compliance. He has worked on nine Brownfields projects, including six former textile mills in North Carolina, a DOE site in Arizona, a private VCP site in New York, and the principal Brownfields site in Ohio. His specialties include Environmental Site Assessments, Phase I, II, and III, industrial hygiene, industrial environmental compliance audits, hazardous (RCRA) site investigations/closures, Stormwater Pollution Prevention Plans, Personnel Training, Asbestos Surveys, O&M Plans, Asbestos Abatement Project Management, and Written Design Specifications for abatement projects. Mr. Guild is a Certified Environmental Professional (CEP) in Environmental Assessment and is accredited in North Carolina as a Lead Paint Inspector, and as an Asbestos Inspector, and Abatement Designer, and in South Carolina and Virginia as an Asbestos Inspector.

STEPHEN Y. ARELLA, P.E.

Environmental Engineer, Stormwater Specialist

Steve Arella has over 35 years' experience managing small and medium-sized engineering, environmental cleanup, construction, and development companies. He founded and managed a company specializing in cleanup and redevelopment of contaminated properties from industrial usage to commercial, retail, or residential use. He also developed and managed the largest historic mill renovation project in NC. He has a proven track record in historic tax credits, Construction Financing, Large Project Management, Risk Management/Liability Transfer, Environmental Cleanup, Construction Management, and Business Development. In addition to his Professional Engineering licenses, he is also certified in BMP Stormwater Inspection and Maintenance.

BRUCE E. BORNHORST, C.I.H.

Chief Environmental Inspector, Certified Industrial Hygienist

Mr. Bornhorst is an accredited AHERA Inspector, Management Planner, Supervisor, and Project Designer who has worked whose fields of competence include both Asbestos Abatement and Industrial Hygiene. As Chief Environmental Inspector, Mr. Bornhorst is responsible for creating and submitting asbestos inspection reports and overseeing the work and reports of all other inspectors.

Since 1991, Mr. Bornhorst has provided asbestos abatement designs, review comments, approvals, negotiations and practical input for about 95% of all asbestos abatement work at North Carolina Marine Corps bases including Camp Lejeune, Camp Johnson, New River Air Station and Cherry Point. He has also worked extensively with the UNC system as abatement designer and on-site abatement project monitor for asbestos abatement in a project that involved abatement of 4,000 linear feet of pipe insulation and cleanup of about 35,000 square feet of contaminated soil in 6 building additions spanning over 70 years.

MICHAEL BULLARD

Environmental Inspector, Asbestos and Lead Abatement Specialist,

With over 15 years of environmental project experience involving asbestos, lead, mold remediation and indoor air quality, he specializes in performing and managing lead-based paint inspections and risk assessments, in accordance with HUD Guidelines, for universities, public housing complexes, military facilities, and commercial properties.

JOSE ALEMAN

Senior Project Supervisor, Asbestos & Lead Paint Abatement Specialist

Mr. Aleman has over 15 years asbestos industry experience and has served as a project supervisor for a wide range of abatement projects with Vistabution. For the past 6 years Mr. Aleman has been responsible for the coordination and supervision of projects governed by (AHERA) as well as all weatherization, lead and asbestos abatement projects, from start-up stages to final clearance.

He is fully bilingual with over 10 years working with asbestos, lead and mold contaminated material. He is dual certified for Lead Requirements for Abatement Activities LHMP, Lead Requirements for Renovation, Repair and Painting (RRP) activities and is a certified NC General Contractor.

CELSO ALEMAN

Asbestos Supervisor, Mold & Lead Paint Abatement Specialist

Mr. Aleman has over 15 years asbestos industry experience in NC, SC, and VA and has been an integral part of our team for the past 2 years. Mr. Aleman has served as an Asbestos Laborer, Supervisor Trainee, and Asbestos Supervisor for over 100 NCDOT projects across the state of North Carolina.

He is fully bilingual with over 10 years working with asbestos, lead and mold contaminated material. He is dual certified for Lead Requirements for Abatement Activities LHMP, Lead Requirements for Renovation, Repair and Painting (RRP) activities.

MARK WILLIAMSON

Construction Project Supervisor

Mr. Williamson has over 10 years of experience in Construction and Demolition project Supervision and Management. He is a trained Heavy Equipment operator and serves as Foreman for all of Vistabution's Demolition projects. He has also completed the 10 Hour OSHA Hazard Recognition Training course for Construction.

PROJECT RELATED STAFF PROFILES AND AVAILABILITY

Our team of Asbestos and Lead Inspectors is headed by Bruce Bornhorst, C.I.H. As Chief Environmental Inspector and Asbestos Designer, Mr. Bornhorst is responsible for creating and submitting asbestos design plans and asbestos inspection reports, as well as overseeing the work and reports of all other inspectors and designers. He has over 10 years of experience in hazardous materials inspection and asbestos design, performing bulk surveys and serving as on-site Certified Industrial Hygienist and Air Monitor for asbestos containing materials.

Mr. Michael Bullard has over 15 years of environmental project experience involving asbestos, lead, mold remediation and indoor air quality. He specializes in performing asbestos and lead-based paint inspections and risk assessments, designing abatement plans and supervising work, in accordance with HUD Guidelines, for universities, public housing complexes, military facilities, and commercial properties.

In addition, Mr. Edwin "Jose" Aleman, Vistabution Senior Asbestos Supervisor/Project Manager has over 15 years of experience in the abatement of asbestos and lead contaminated material and is dual certified for Lead Requirements for Abatement Activities (LHMP) and Lead Requirements for Renovation, Repair and Painting (RRP) activities. All certifications are in current and remain in effect through 2012.

Employee Certifications and copies of training courses and medical exams are available upon request.

Upon notice to proceed, employees can be mobilized often within a day to begin the inspection process. Once lab results are processed and all necessary permits are received, Project Supervisors and crewmembers are typically available 6 days a week but can complete a 7-day work week if required. Business administration and Management team are available by phone or email from 9am to 6pm M-F.

4. OFFICE LOCATION AND AREA EXPERIENCE

Vistabution is a North Carolina based corporation with corporate headquarters in Raleigh, satellite offices in Wilmington, and strategic affiliations throughout the USA.

Physical Address of Corporate Offices:

8315 Six Forks Road
Raleigh, NC 27615

The company complies with the State of New Jersey's desire to partner with a company which contributes to the establishment, preservation and strengthening of, minority, veteran, disadvantaged and small business owned enterprises through joint ventures and contractual opportunities.

Experience with State Agencies

Since inception, the bulk of Vistabution's projects have been with state agencies and local municipal governments. We have worked with the NC Department of Transportation as an Environmental Consultant, Prime Contractor and DBE Small Professional Services firm for 10 years, specializing in Inspection, Design Planning, and Abatement Services for Asbestos, Lead and Mold. Projects have ranged from under \$10,000 to upward of \$500,000.00 with an annual limit of \$1,000,000.00. Several of these projects required quick response time and all worked within a pre-determined, limited budget. In these projects, we have repeatedly conducted work successfully, on-time or before due date, with minimal problems. Both of our Asbestos Project Designers have experience working with Environmental Affairs departments of local governing agencies in Forsyth, Buncombe, and Mecklenburg Counties. In addition, our Asbestos Designer, Bruce Bornhorst, worked as a Certified Industrial Hygienist on several projects with the State Construction Office of NC from 1990 to 1991.

Experience with Public School Systems

Vistabution's environmental remediation staff has had experience working with the public-school systems in Orange County and Alamance County. We recognize the strict budgetary constraints and work schedules necessary to complete work during the schools breaks in classes. We also recognize the eminent need for extreme safety and quality control when or if any work is conducted while students, faculty, and school staff are present in the facilities.

Experience with Universities

As our Section 2 information details, our staff has also conducted several past projects in Asbestos Design and Abatement with Universities. Both of our Asbestos Designers and all our Asbestos Abatement Supervisors have worked at local Universities of UNC-CH, Meredith College, and UNC Greensboro.

5. BEST BUSINESS PRACTICES

Vistabution's commitment to timeliness and the delivery of quality product are due to following key business practices and procedures: Construction Administration, Scope of Services Procedure, Scheduling and Cost Management, Permitting and Assessment, and Safety programs. In addition, reference letters/work evaluations from past clients are included for your review. Should you require a copy of Vistabution's Quality Control Plan, one can be made available upon request. Sample Scopes of work for Asbestos Design are also available by request.

Construction Administration

Effective construction administration and project management requires a balanced combination of management skills with an understanding of the design and construction process. Each of our projects is assigned a project manager who is generally responsible for coordinating the project to meet overall objectives and to serve as the main point of contact with the owner. Other responsibilities of our project manager include but not limited to:

- Reviewing shop drawings
- Preparing schedules
- Preparing and tracking budgets
- Ensuring proper handling of modifications and change orders
- Monitor compliance with applicable building or safety codes, and permitting
- Meet regularly with owners, architects, and suppliers

Our construction managers work closely with the project supervisor, who manages daily site operations. Communication between our project manager and supervisor is important to keeping the project on time and within budget, providing a quality product. Our superintendent's duties include:

- Serving as a liaison with subcontractors and utility service providers
- Representing the company regarding onsite pre-construction meetings
- Tracking deviations from project schedules and costs
- Maintaining project records and reports
- Maintaining a daily log of personnel on the job, hours worked on each task, progress on the job, and other relevant information specific to the job
- Ensure conformity with Quality Assurance Procedures

Assisting the project supervisor are project foremen, who supervise specific areas by trade. The foremen assist the supervisor by:

- Completing time sheets, incident reports, and work orders
- Training employees
- Evaluating employee and subcontractor performance
- Inspecting work areas
- Providing input on materials needed

Scope of Services Process Overview

Upon receiving a notice to proceed, Vistabution staff put into effect, the following process:

1. Certified staff inspector is sent for On-site Asbestos and Lead inspections
 - a. Collect samples of any potential contaminants and submit to lab with chain of custody

2. Upon receiving results, notify Owner of amounts and levels of contamination and means by which the contaminants should be disposed.
 - a. These findings submitted in a detailed report which also contains:
 - i. specific plan design for Hazardous Materials remediation
 - ii. timeline for applying for and receiving any necessary permits from HHCU
3. Apply for necessary permits and start mobilization procedures for Asbestos and/or Lead Abatement Project Supervisors and crews
4. Upon receipt of permits, contact Owner to inform of exact start date of abatement
5. Vistabution Project Supervisors conduct on-site safety talks and task meetings and begin abatement
6. Vistabution Project Supervisors observe and document and monitor all on-site contamination clean-up activities
7. Update and Advise the Owner throughout the abatement process of any unforeseen site conditions or new contaminants
 - a. If any new contaminants are found, all work will stop until new contaminants can be inspected, and lab reports returned notifying of potential risks
8. Final clearance is conducted by certified Vistabution Inspector
9. Final report is written and delivered to Owner along with any remaining invoices.

Scheduling and Cost Management

The demanding deadlines and design schedules are mitigated by proper planning, communication and tracking of costs, tasks, and deadlines through our Quality Control Program. A pre-bid or pre-site meeting will be set before any onsite work commences, wherein all necessary parties of Vistabution, WCPSS and any subcontractors will discuss project schedules, and prioritize timelines and tasks. These priorities, once discussed, will be tracked by our project supervisor. Vistabution's QC program, and our Quality Assurance procedures, allow for limited cost overrun, and help us in the management of any Subcontractors to maintain project progress.

Assessment and Permitting

Vistabution will be responsible for all supervised labor, material, tools, machinery, and equipment, and will comply with Federal, State and local license and permit requirements. Copies of these licenses and permits will be submitted to the Owner prior to demolition. All properties will be secure at start of removal process, also during the asbestos removal process. If any furniture or household goods are present we will notify your office immediately.

The contractor shall notify the appropriate State and Local agencies in writing within the time frame specified by the NESHAP regulations prior to beginning any asbestos removal operations. Additional notifications below:

1. Emergency Departments: Notify the local emergency medical services, police and fire departments in writing of the type and scope of work being performed and request these departments make an inspection prior to beginning the work.
2. Licenses: Maintain current licenses for contractor and accreditation for workers and supervisors as required by applicable State or local jurisdictions for the removal, transporting, disposal or other regulated activity relative to the work of this contract.
3. A courtesy notification for any amount of asbestos, regulated or non-regulated, to be removed shall be sent to the HHCU 10 working days prior to the start date of the asbestos removal.

Vistabution's staff capabilities allow us to perform assessments in the form of Initial Exposure Assessments, Pre-Work Asbestos Inspections, Periodic QC Task Compliance Inspections, and Final Clearance Assessments, with totally internal labor. This access to AHERA Certified staff allows for quicker turnaround in reporting and correcting any issues found

before they affect budgets or deadlines. Through Vistabution's partnership with labs and the HHCU, when necessary for scheduling, we can speed up the permit process and have lab reports returned within 24 hours for a reasonable fee. Any waiting periods associated with permitting or assessment reporting will be presented and acknowledged in pre-work scheduling meetings.

SAFETY PROGRAM

Worker safety is the constant concern for any company. At Vistabution, every precaution has been taken to provide a safe workplace. All supervisors and company officials make regular inspections and hold on-going safety meetings to plan and implement further improvements in our safety program.

All personnel working with Hazardous Materials are accredited by the HHCU and have completed a minimum 40 hours of EPA AHERA/OSHA required hazardous waste operations training. The field personnel are trained in the proper use of personal protective equipment as well as the regulatory guidelines issued by National Emissions Standards for Hazardous Air Pollutants (NESHAP), the Occupational Safety and Health Administration (OSHA) and the Asbestos Hazard Emergency Response Act (AHERA).

Every employee has undergone the program training and is aware of the importance of reporting any unsafe conditions or hazard which is a hindrance in completing successfully their responsibilities. The success of Vistabution's safety program can be attributed to every employee and sub-contractor's commitment to personal and project safety, resulting in an EMR of 1.0 each year from 2008-2011.

Vistabution Safety Program Includes:

- Project tool box safety meetings
- 40 hour Haz-mat Training
- Annual 8-hour Haz-mat Refresher Course
- Annual Lead Refresher Course
- Annual Asbestos Refresher Course
- Annual Respirator Fit Test
- Annual First Aid and CPR Training
- Random Drug and Alcohol Tests
- Confined Space Entry Training
- Internal Safety Training for New Staff and Sub-Contractors

Safety Audits:

Safety Audits are held periodically at each project site to evaluate Vistabution's health and safety performance in order to pursue continuous improvement.

Training:

All Vistabution personnel working with Hazardous Materials have completed a minimum 40 hours of EPA AHERA/OSHA required hazardous waste operations training. Initial training includes a combination of formal classroom training and practical exercises.

Compliance with Codes/Regulations:

Vistabution, LLC has NOT received any Notice of Violations over the past three (3) years related to non-compliance, fines, regulatory or criminal penalties with NC HHCU. Remedial and Demo operations are kept in strict accordance

with EPA AHERA/OSHA and other applicable health and safety standards with a customized site health and safety plan developed and approved as per each project's Scope of Work requirements prior to mobilization.

Substance Abuse Policy:

Vistabution promotes and encourages a drug-free work environment. Vistabution requires pre-employment drug screening. Any employee may be subject to a random drug/alcohol screen to insure a drug-free work place.

Summary of Work-Related Injuries and Illnesses



Year 20 15

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OSHA no. 128-076

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(a)	(b)	(c)	(d)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(e)	(f)

Injury and Illness Types

Total number of...	(1) Injuries	(2) Skin disorders	(3) Respiratory conditions	(4) Poisonings	(5) Hearing loss	(6) All other illnesses
	0					

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time for reviewing the instructions, searching existing data sources, gathering the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Washington, DC 20503. Do not send the completed form to this office.

Establishment Information

Your establishment name Rescue Construction Solutions, Inc.

Street 2800 Rowland Road

City Raleigh State NC ZIP 27615

Industry description (e.g., Manufacture of motor truck trailers)

Standard Industrial Classification (SIC), if known (e.g., 3715) Construction

OR

North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment Information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees

Total hours worked by all employees last year

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company contact

Name Title

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review this OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35. In OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	2	0	0
(a)	(b)	(c)	(d)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
5	0
(e)	(f)

Injury and Illness Types

Total number of...	(1) Injuries	(2) Skin disorders	(3) Respiratory conditions	(4) Poisonings	(5) Hearing loss	(6) All other illnesses
	2					

Post this Summary page from February 1 to April 30 of the year following the year covered by this form.

Public reporting burden for this collection of information is estimated to average 56 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Washington, DC 20503. Do not send this information to the office.

Establishment Information

Your establishment name Rescue Construction Solutions, Inc.

Street 2800 Rowland Road

City Raleigh State NC ZIP 27615

Industry description (e.g., *Manufacture of metal structures*)

Construction

Standard Industrial Classification (SIC), if known (e.g., 3715)

OR

North American Industrial Classification (NAICS), if known (e.g., 336229)

Employment information (If you don't have these figures, use the Worksheet on the back of this page to estimate.)

Annual average number of employees

Total hours worked by all employees last year

Sign here

Knowing I am falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company name _____ Title _____
Name _____ Title _____

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 from 1904.12. Feel free to use two lines for a single cause if you need to. You must complete an Injury and Illness Incident Report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in 29 CFR Part 1904.8 from 1904.12. Feel free to use two lines for a single cause if you need to. You must complete an Injury and Illness Incident Report (OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local OSHA office for help.

Please type your responses for this collection of information in a separate document, including the name of the information source, the name of the person who provided the information, and the date of the information. Please do not include the name of the person who provided the information in the collection of information unless it is a source of information. If you have any comments about these estimates or any other aspects of this data collection, contact the Department of Labor, OSHA Office of Statistical Analysis, Room N-5604, 200 Constitution Avenue, N.W., Washington, DC 20210. Do not send the completed forms to this office.

Public reporting burden for this collection of information is estimated to average 14 minutes per response, including time to review the instructions, search existing data sources, gathering the data, reviewing the collection of information, performing the review, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing the burden, to Washington Headquarters Service, Paperwork Project (0182-0002), Washington, DC 20503.

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35. In OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	1
(a)	(b)	(c)	(d)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(e)	(f)

Injury and Illness Types

Total number of...	(1) Injuries	(2) Skin disorders	(3) Respiratory conditions	(4) Poisonings	(5) Hearing loss	(6) All other illnesses
	1					

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search existing data sources, gathering the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Washington, D.C. 20503. Do not send the completed form to this office.

Establishment Information

Your establishment name Rescue Construction Solutions, Inc.
Street 2800 Rowland Road
City Raleigh State NC ZIP 27615

Industry description (e.g., Manufacture of new made metal)

Construction

Standard Industrial Classification (SIC), if known (e.g., 3715)

OR

North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees

Total hours worked by all employees last year

Sign Here

Knowing I am falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company signature _____
Date _____