



**PROCUREMENT
AND MATERIALS
MANAGEMENT**

**City of Myrtle Beach
SOUTH CAROLINA**

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FAX: (843) 918-2182
www.cityofmyrtlebeach.com**

**Addendum 01
October 30, 2023
IFB 24-B0020
Renovations at City Services**

The purpose of this Addendum 01 to IFB 24-B0020 for Renovations at City Services, dated October 19, 2023, is to list the key points of discussion from the mandatory pre-bid meeting.

HVAC Cleaning and Vent/Grille Replacement

- Ducts are to be cleaned, and new vents are to be installed.
- All grilles are to be replaced, including in the bathrooms.
- Contractor is to report any damages in ductwork to the City project coordinator.
- North Strand Mechanical will change out all filters as per their existing contract.
- Cleaning of blowers, coils, and condensers will not be part of this project.

Interior Ceiling Tile Replacement

- All tiles are to be replaced with the product listed in the bid documents, or approved equal. Ceiling tile track grid will be replaced only as needed.
- Ten percent (10%) of product should be left after the job is completed to allow for small repairs in the future.

Interior Painting

- All hallways, lobby, Water Billing and Business License areas, bathrooms, kitchen and conference room will be painted.
- Chair rails and wallpaper will be removed.
- Pricing to include all wall prep.
- Only Closet 185 will be painted; no other closets will be painted.
- Permanently-mounted wall items, such as large bulletin boards, need not be removed; but rather, they must be painted around.
- The vault is not included in the painting.
- Contractor must allow sufficient drying time to elapse between coats.

Exterior Painting

- All penetrations and cracks to be filled.

- Primer and two (2) top coats to be applied with Elastomeric paint. Contractor must allow sufficient drying time to elapse between coats.
- Exterior color will be light grey with accents to be dark grey.
- Painting contractors are invited to submit a separate pricing sheet for stucco repairs.

New LVT Flooring

- All carpet is to be removed.
- The centerpiece between the lobby exterior and interior doors, as well as the threshold under the interior door, are to remain in place.
- All cove base, rubber tread, and other visible appurtenances must be dark grey (or black if dark grey is not available.)
- New flooring should be replaced over existing flooring wherever possible, including the VCT tile. There will be no removal of tile in the bathrooms.
- A revised price schedule is attached and is hereby made a part of this addendum.
- Ten percent (10%) of product should be left after the job is completed to allow for small repairs in the future.

All Trades

- Any Contractor who desires an additional walk-through for measurements may schedule with Chris Thompson at 843-918-1183.
- All furniture will be removed from areas under renovation except the desks. However, this may not be possible in the public areas (lobby, Business License Office, Water Billing Office, etc.) Contractors are reminded that these areas must remain in operation, even during renovations. Therefore, night and weekend work may be required.
- HVAC cleaning and ceiling tile replacement will have thirty (30) calendar days from date of Notice to Proceed. Painting and flooring will have sixty (60) calendar days from date of Notice to Proceed.
- All Contractors must have evidence of experience. The amount of experience will not be taken into consideration for award. However, no evidence of experience will be just cause for disqualification.
- Each part of the renovations has its own price schedule. Contractors may bid on one or more parts of the renovation project. However, discounts for multiple services will not be entertained. Each part of the renovation will be awarded separately.
- Bonds will be required if the total amount of their bid (including all parts) is \$25,000 or greater.
- Contractors are encouraged to complete the Small Business Survey found in the bid documents. No information from the survey will be used in determining award.
- The pre-bid meeting sign-in sheet is attached and is hereby made a part of this addendum.
- Additional questions are due no later than 12:00 noon on **Monday, November 6, 2023**. Questions may be submitted via e-mail to asowers@cityofmyrtlebeach.com Official time of receipt will be marked by the time the e-mail is received, and not by the time that it is sent. E-mail messages can take up to ten (10) minutes or more to be delivered to the intended recipient. All questions received by the deadline will be answered via addendum.

- Sealed bids are due in the Procurement Office no later than 2:00PM (local time) on Tuesday, November 14, 2023. No electronic submissions will be accepted. The City of Myrtle Beach is not responsible for late or misdirected mail.

Please send in your sealed bid to the address listed below:
 City of Myrtle Beach Procurement Division
 3231 Mr. Joe White Avenue
 Myrtle Beach, SC 29577
 Attn: Ann Sowers

MANDATORY PRE-BID: Monday, October 30, 2023 at 10:00AM (local time)

BID: IFB 24-B0020 Renovations at City Services

BID OPENING: Tuesday, November 14, 2023 at 2:00PM (local time)
 Please sign in

Company Name

Representative

1) Shoreline Flooring

Tony Klonowski

Print

843-444-0722 #110



Signature

Phone/Fax

Tony@shorelineflooringMB.com

Email Address

2) Kwik Services

Lisa Kemper

Print

843-591-5538



Signature

Phone/Fax

lisa.sandy1965@gmail.com

Email Address

3) ~~Thomas~~ North Strand Mechanical

Thomas Pelus

Print

843-458-4915



Signature

Phone/Fax

tpelus@nsmhvac.com

Email Address

4) Applied Environmental Solutions

Jeremy Hudson

Print

843-742-1344

Phone/Fax

j.hudson@aesolutions.co

Email Address



Signature

5) ALLRED COATING COMPANY

Brian McQuadey

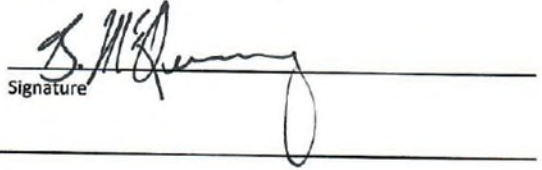
Print

843-992-5502

Phone/Fax

TALLRED@ALLRED COATING.COM

Email Address



Signature

6) GRAND STRAND BUILDERS

Elizabeth Sisson

Print

9432517581/626-6284

Phone/Fax

BVSISSON@GMAIL.COM

Email Address



Signature

Price Schedule – New LVT Flooring - REVISED

Item #	Description	Quantity	Unit of Issue	Bid Price
1	New LVT Flooring (including all appurtenances)	1	JA	\$_____
2	Patching and Leveling	1	SF	\$_____
3	Removal of old tile (as needed)	1	SF	\$_____

Company Name: _____

Authorized Signature: _____

Email Address: _____

Contractor Qualification Questionnaire

How many years has your company been in business? _____

How long has your company been established in the state of South Carolina? _____

List recent projects of similar size and scope:

1 _____

2 _____

3 _____

4 _____

5 _____

List experience/training of employees who will be performing the work:

1 _____

2 _____

3 _____