

<b>FORT MILL SCHOOLS</b>	<b>Fort Mill School District</b>  Addendum #1	Solicitation Number: #22-015 Date Issued: March 23, 2023 Procurement Specialist: Kelly Keniston Phone: (803) 548-8202 E-Mail Address: kenistonk@fortmillschools.org
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DESCRIPTION Springfield Middle School Cooler & Freezer Enclosure Replacement

SUBMIT YOUR SEALED OFFER ON-LINE or TO THE FOLLOWING ADDRESS:	
MAILING ADDRESS: Fort Mill School District 2233 Deerfield Dr Fort Mill, SC 29715	PHYSICAL ADDRESS: FORT MILL SCHOOL DISTRICT 2233 DEERFIELD DRIVE FORT MILL, SC 29715

QUESTION MUST BE RECEIVED BY: **March 29, 2023 @12:00 pm**

SUBMIT OFFER BY (Opening Date/Time): **April 11, 2023 @ 12:00 pm**  
(see "Deadline for submission of offer" provision)

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original**

CONFERENCE TYPE: Pre-Bid Meeting & Site Visit DATE & TIME: Wednesday, March 22, 2023 @ 12pm (As appropriate, see "Conferences-Pre-Bid/Proposal" & "Site Visit provisions)	LOCATION: Fort Mill School District 2232 Deerfield Dr Fort Mill, SC 29715
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AWARD & AMENDMENTS	Award will be posted on or around April 14, 2023. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <a href="http://www.fortmillschools.org/departments/procurement/">http://www.fortmillschools.org/departments/procurement/</a>
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.  
(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR  (full legal name of business submitting the offer)	Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.	
AUTHORIZED SIGNATURE  (Person must be authorized to submit binding offer to contract on behalf of Offeror.)	TAXPAYER IDENTIFICATION NO.  (See "Taxpayer Identification Number" provision)	
TITLE  (business title of person signing above)		
PRINTED NAME  (printed name of person signing above)	DATE SIGNED	STATE OF INCORPORATION  (If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)	(See "Signing Your Offer" provision.)
<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Other _____ <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local)	

<b>Minority Participation:</b> Are you a SC Certified Minority Vendor <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, SC Certification # _____ Are you a Non SC Certified Minority Vendor <input type="checkbox"/> Yes <input type="checkbox"/> No
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**PAGE TWO**

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	_____ Area Code - Number - Extension                  Facsimile _____ E-mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address (check only one)	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address (check only one)

**ACKNOWLEDGMENT OF AMENDMENTS**  
 Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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**PREFERENCES - A NOTICE TO VENDORS (SEP. 2009):** On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)]

**PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

\_\_\_\_\_ In-State Office Address same as Home Office Address  
 \_\_\_\_\_ In-State Office Address same as Notice Address (check only one)

Addendum #1 is being issued to change the due date for questions to Wednesday, March 29, 2023 at 12:00 pm. Answers will be provided via an additional addendum on Friday, March 31, 2023 at 12:00 pm.

You must acknowledge this addendum on page #2 of the original bid form.

Please note, unless otherwise stated, all stipulations from the original solicitation apply.

**KEY DATES FOR RFB  
(Subject to Change)**

Issue RFB	March 15, 2023
Pre-Bid Meeting	March 22, 2023 @ 12:00 p.m.
Deadline for Questions	March 29, 2023 @ 12:00 p.m.
Responses to Questions	March 31, 2023 @ 12:00 p.m.
Bids Due	April 11, 2023 @ 12:00 p.m.
Intent to Award Posted	April 14, 2023
Substantial Completion	August 1, 2023

**PRE-BID MEETING MINUTES**  
**SFMS: COOLER & FREEZER ENCLOSURE REPLACEMENT**  
 March 22, 2023

**ATTACHMENTS:**

- |    |               |    |     |
|----|---------------|----|-----|
| A) | Sign-In Sheet | C) | N/A |
| B) | N/A           | D) | N/A |

**INTRODUCTIONS**

**RESPONSIBLE:**

- |     |  |             |
|-----|--|-------------|
| 1.1 | The meeting was opened by Jay Gaither with introductions of all parties in attendance.   | Comment     |
| 1.2 | LMG will be the Construction Managers for this project and shall be considered the point of contact throughout the duration of the project.  | Comment     |
| 1.3 | Pre-Bid meeting attendance was not mandatory in order to bid on the project. However, only previously approved IDC contractors are permitted to submit bids for this solicitation. | All Bidders |

**BID DATE AND LOCATION**

- |     |  |         |
|-----|--|---------|
| 1.4 | The bid date is scheduled for April 11, 2023 at 12:00pm. Bids <u>must</u> be received by the Fort Mill School District, prior to the bid opening. Bids can be mailed or hand delivered at the District Office front reception desk located at 2233 Deerfield Dr. Fort Mill, SC 29715. The formal public bid opening will be within the same building. Room is TBD. | Comment |
|-----|--|---------|

**BIDDING REQUIREMENTS**

- |      |  |             |
|------|--|-------------|
| 1.5  | Bids are to be submitted in an sealed opaque envelope bearing "SEALED BID", the solicitation number, project title, and name and address of Bidder.  | All Bidders |
| 1.6  | Potential bidders were notified the project will be awarded as a Single Prime Contract.  | Comment     |
| 1.7  | Submitted bid documents must include the following fully executed items to be considered responsive: <ol style="list-style-type: none"> <li>1. Bid Form - Pages 6-8 of RFB</li> <li>2. Appendix A – Minority Participation</li> <li>3. Appendix B – Drug Free Workplace Certification</li> </ol>   | All Bidders |
| 1.8  | Contractors are required to acknowledge receipt of all addenda on the Bid Form.  | All Bidders |
| 1.9  | All bids must comply with the laws of South Carolina.  | All Bidders |
| 1.10 | Bidders are to list all requested sub-contractors, if any, on the Bid Form and make sure any listed sub-contractor is properly licensed in South Carolina. Bid Form must be signed and South Carolina contractor's license number and contract amounts noted.  | All Bidders |
| 1.11 | Bidders are to include all alternates and unit prices as indicated on the bid form. If no alternates nor unit prices are identified, Bidders shall note as "N/A" within the adjacent fields.   | All Bidders |
| 1.12 | Sample AIA Payment and Performance Bonds were provided with the advertisement for reference only. The awarded contractor will be responsible for providing Payment and Performance Bonds following the awarded contract. All Bidders were notified that costs associated with acquiring the bonds shall be included within the bid amount. | All Bidders |

**SPECIAL CONDITIONS**

- |      |   |             |
|------|---|-------------|
| 1.13 | The Intent to Award will be issued on April 14, 2023.   | Comment     |
| 1.14 | Notice to Proceed will be issued April 24, 2023 following the required protest period.  | Comment     |
| 1.15 | Mobilization and commencement of field activities can begin no sooner than May 26, 2023 corresponding with the last day of the school year. | All Bidders |

- 1.16 Substantial Completion for the project is August 1, 2023. Comment
- 1.17 All required Special Inspections (Chapter 1 and 17) will be paid for by the Owner. However, in the event of a failed inspection, all re-inspections are the responsibility of the Contractor. Detailed records of inspections and associated costs will be provided to the contractor for reimbursement if deemed necessary. All Bidders

**ADDENDA / ALTERNATES**

- 1.18 There is (1) anticipated Addendum to be issued prior to bid date. This will be issued no later than March 31, 2023. All Bidders
- 1.19 Addendum #1 shall include the Pre-Bid Meeting minutes. Addendum #2 shall include answers to all received RFI's & Substitutions, and any other miscellaneous project items. Comment
- 1.20 All Bidders requested to send all requests for information (RFI) to Jay Gaither, with LMG. All Bidders
- 1.21 It was noted that there are currently (0) Alternates and (0) Unit Prices included on the Bid Form. This will be updated with Addendum #1 if applicable. All contractors shall note that should no Alternates nor Unit Prices be included, the contractor shall include "N/A" on the specified fields located on the Bid Form. All Bidders

**PROJECT DESCRIPTION AND SCOPE**

- 1.22 The Contractor's scope of work shall include the demo and replacement of an existing exterior cooler / freezer at Springfield Middle School. New construction of a 1,060sf masonry enclosure and roofing system to encapsulate the new cooler / freezer assembly. All associated Mechanical / Electrical / Plumbing / Fire Protection costs are to be included within the submitted bid. All Bidders
- 1.23 All Bidders were notified that the project documents are currently available for download on the Fort Mill School District website at <https://vrapp.vendorregistry.com/Bids/View/Bid/e8712b49-d844-46d6-86b3-5c341cd6ad62>. All Bidders
- 1.24 It was noted that the awarded contractor will be responsible for providing temporary facilities throughout the duration of the project. This includes, but is not limited to, exterior restroom facilities. It was noted that the existing interior restrooms are not to be used by contractors. All Bidders

**QUESTIONS**

- 1.25 All questions should be sent to Jay Gaither with LMG. Electronic mail is the preferred means of communication ([jay@leitnergrp.com](mailto:jay@leitnergrp.com)). RFI's must be received prior to March 29, 2023 with responses issued with Addendum #2 on March 31<sup>st</sup>. All questions must be submitted to LMG to ensure the items are answered and included in the Addenda. All Bidders
- 1.26 All substitution requests shall be submitted to Jay Gaither, with LMG. Approved substitutions will be issued by addendum. All Bidders

### CONTRACTOR OPEN SESSION QUESTIONS

- Q: What is the specified Cooler / Freezer manufacturer and can you provide contact information?  
A: The Owner preferred Cooler / Freezer is manufactured by Thermal-Rite. Tom Johnson, with Southern Food Equipment is the rep involved with the project. His contact information is: Email: [tom.johnson@southernreps.com](mailto:tom.johnson@southernreps.com)  
Phone: (803) 924-0581

- Q: Will the existing Cooler / Freezer need to be dismantled for future use OR disposed of entirely?  
A: The existing Cooler / Freezer can be demo'd and disposed. The Owner does not intend to relocate or reuse the existing equipment.

- Q: What is the Address for the project site?  
A: Springfield Middle School is located at 1711 Springfield Pkwy, Fort Mill, SC 29715.

### Site Visit:

- 1.27 All present bidders were invited to visit the site following the meeting to get a closer look and understanding of the project.

*The content of these meeting minutes are the writer's interpretation of the primary discussions held during the meeting. Should the information contained herein be misleading or inaccurate, please notify the writer within seven (7) days of receipt. It is requested that the Prime Contractor(s) forward a copy of these minutes to all appropriate subcontractors for review.*