

City of Spartanburg
Procurement and Property Division
Post Office Drawer 5107, SC 29304-1749
Phone (864) 596-2049 - Fax (864) 596-2365

Legal Notice

**Request for Proposal for
Painting City Hall (Core) Three (3) Levels**

June 23, 2016

NOTICE IS HEREBY GIVEN – The City of Spartanburg is seeking proposal from vendors to provide construction services for the Painting of City Hall (Core) area on all 3 levels. All work to comply with the specifications developed by the city to provide quality workmanship.

Proposal No: 1617-07-12-01

The City of Spartanburg, hereby, notifies all proposers that it will affirmatively ensure that all disadvantaged and women's business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of gender, race, color or national origin in consideration for an award.

City of Spartanburg, hereby, notifies all proposers that it will affirmatively ensure that all disadvantaged and women's business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of gender, race, color, or national origin in consideration for an award. Each proposer shall attest that they engaged in good faith efforts in an endeavor to achieve the City's M/WBE goal of 15%.

The City of Spartanburg reserves the right to reject any or all proposals or to waive any informality in the qualifications process. Proposals may be held by the City of Spartanburg for a period not to exceed sixty (60) days from the date of the opening of proposals for the purpose of reviewing the proposals and investigating the qualifications of prospective parties, prior to awarding of the Contract. The vendor that is awarded the proposal will be required to obtain a City of Spartanburg Business License and supply applicable insurance certificates.

There will be a pre-bid conference held on July 5, 2016 at 10:00 AM in the City Hall Training Room, lower level, 145 West Broad Street, Spartanburg, SC.

Email all of your technical questions to: tmcabee@cityofspartanburg.org

Sealed Proposals shall be submitted to Carl Wright, Procurement and Property Manager on or before Tuesday, July 12, 2016 no later than 3 PM, City Hall, 145 West Broad Street at which time they will be publicly opened and read aloud in the Training Room, same location.

Proposals can be hand delivered or mailed to the following address:

City of Spartanburg
P.O. Box 5107
145 W. Broad Street
Spartanburg, SC. 29304

Attn: Procurement and Property Division

For further information and complete Proposal Package, please contact the Procurement and Property office at (864) 596-2049. Complete proposal package also available at www.cityofspartanburg.org by following the links for Invitations for bids. The following Proposal Number Must be placed on the outer envelope in order for the bid to be Stamped in as accepted on time: **Proposal No: 1617-07-12-01**

Submission of Questions and Qualifications Statement

Submit two (2) complete copies of the firm's Proposal Statement. Submittals received by facsimile machine or other electronic transmittal will not be considered. Submittals are to be in sealed envelopes or boxes marked with the caption "Proposal Statement for Painting City Hall (Core) 3 Levels" and must be submitted to the attention of Mr. Carl Wright, Procurement and Property Manager, City of Spartanburg, P.O. Box 5107, Spartanburg, South Carolina 29304-1749, by 3:00PM, July 12, 2016. If using courier service, submittals should be sent attention Mr. Carl Wright, Procurement and Property Manager, City of Spartanburg, 145 West Broad Street, Spartanburg, South Carolina 29306.

Proposal Number MUST be placed on the outer envelope in order for the bid to be stamped in as accepted on time:

Technical questions regarding the scope of services should be directed to Tony McAbee, Facility Maintenance Manager (864) 596-2107 or by email at tmcabee@cityofspartanburg.org Questions regarding the RFQ process should be directed to Mr. Carl Wright, Procurement and Property Manager at (864) 596-2790 or cwright@cityofspartanburg.org

Affirmative Action

The contractor shall take affirmative action in complying with all state and federal requirements concerning fair employment and the treatment of all employees without regard to, or discrimination by reason of race, color, religion, sex, national origin or physical handicap.

CONSTRUCTION SERVICES FOR PAINTING AT THE FOLLOWING City Hall (Core) 3 Levels

SCOPE OF WORK

General

The purpose of this work is to provide construction services for cleaning and painting the existing interior stairwell, doors, and walls. Work will include cleaning and the removal of rust, scale, dirt and oils from the existing walls, doors and steel stairwell

Construction Phase

The contractor shall provide services which may include, but not limited to:

- Contractor shall prepare the substructure by removal of rust, scale, dirt, oils and any material that would prohibit the adhesion of the paint product. Contractor may choose method for cleaning per Standard Painting Specifications listed below:

Hand Tool Cleaning (SSPC-SP2) This standard covers the requirements for hand tool cleaning steel surfaces. Hand tool cleaning is a method of preparing steel surfaces by the use of non-power hand tools. Hand tool cleaning removes all loose mill scale, loose rust, loose paint, and other loose detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Mill scale, rust, and paint are considered adherent if they cannot be removed by lifting with a dull putty knife.

Power Tool Cleaning (SSPC-SP3) This standard covers the requirements for power tool cleaning of steel surfaces. Power tool cleaning is a method of preparing steel surfaces by the use of power assisted hand tools. Power tool cleaning removes all loose mill scale, loose rust, loose paint, and other loose detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Mill scale, rust, and paint are considered adherent if they cannot be removed by lifting with a dull putty knife.

Brush Off Blast Cleaning (SSPC-SP 7/ NACE NO. 4) This standard covers the requirements for brush-off blast cleaning of unpainted or painted steel surfaces by the use of abrasives. These requirements include the end condition of the surface and materials and procedures necessary to achieve and verify the end condition. A brush-off blast cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, loose mill scale, loose rust, and loose coating. Tightly adherent mill scale, rust, and coating may remain on the surface.

- Manufacturers approved are:
 - Glidden Professional, Division of PPG Architectural Finishes, Inc.
 - Benjamin Moore & Co. (Moore)
 - PPG Industries (PPG)
 - Sherwin Williams Com (S-W)
 - Duron, Inc.
 - Or approved equal
- Contractor will apply the number of coats of manufacturer to achieve the thickness required in the manufacturer specifications. Provide the total dry thickness on the entire system as recommended by manufacturer.
- Steel-Remove rust, loose mill scale, shop primer in any. Clean using methods recommended in writing by paint manufacturer.

- Masonry-Remove efflorescence, flaking and chalk. Do not paint surfaces if moisture content or alkalinity of surface or mortar joints exceeds that permitted in manufacturer's written instructions.
- Cleanup: At the end of each workday, remove empty cans, rags, rubbish and other discarded paint materials from the site.
- Contractor shall protect the garage structure from splatters, overspray, roller marks, brush marks, and spills. Contractor's means and method shall be approved prior to start.
- Contractor shall protect paint spray from offsite locations. Contractor is responsible for the control of paint being sprayed. If there is the presence of wind. **Shield or Don't Spray**
- Provide "Wet Paint" signs to protect newly finishes.
- Contractor shall exhaust fumes by a mechanical method. Fans, etc.
- Contractor shall coordinate, with city project manager, times and location. This is an active garage and contractor shall protect from other persons and trades.
- The owner reserves the right to invoke test procedures at any time and as often as the owners deems necessary during the period when paint is being applied.
- All equipment and service of equipment shall be warranted for a period of not less than one (1) year from date of acceptance.
- Contractor shall provide verification from manufacturer representative that product has been applied to the manufacturer's specifications.
- Owner will engage the services of a qualified testing agency to sample paint materials. Contractor will be notified in advance and may be present when samples are taken. Sample will be identified, sealed and certified by testing agency.
- Contractor to provide 1 gallon of unused paint material of each color as attic stock for future touch up.

Submit all questions in writing:

tmcabee@cityofspartanburg.org

No questions will be answered verbally.

Insurance Information

CONTRACTOR'S LIABILITY AND OTHER INSURANCE: The Contractor shall purchase and maintain with a company acceptable to the City and authorized to do business in the State of South Carolina, such insurance as will protect him from claims under workers' compensation laws, disability benefit laws or other similar employee benefit laws; from claims for damages because of bodily injury, occupational sickness or disease, or death of his employees, and claims insured by usual personal injury liability coverage; from claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees, including claims insured by usual personal injury liability coverage; and from claims for injury to or destruction of tangible property, including loss of use resulting therefrom - any or all of which may arise out of or result from the Contractor's operation under the contract documents, whether such operations be by himself or any subcontractor or anyone directly or indirectly employed by any of them or for whose acts any of them may be legally liable. This insurance shall be written for not less than the limits of liability specified below, or required by law.

Automobile - Bodily injury and property damage liability covering all owned, non-owned and hired automobiles for limits of not less than **\$1,000,000 minimum** for bodily injury each person, each accident and \$1,000,000 property damage, or \$1,000,000 combined single limit - Bodily injury and property damage combined.

Comprehensive general liability - Bodily injury and property damage liability shall protect the Contractor and any subcontractor performing work under this contract from claims of bodily injury or property damage which arise from operations of this contract whether such operations are performed by the Contractor, any subcontractor or anyone directly or indirectly employed by either. The amounts of such insurance shall not be less than \$1,000,000 bodily injury each occurrence/aggregate and \$1,000,000 property damage each occurrence/aggregate or \$1,000,000 bodily injury and property damage combined single limits each occurrence/aggregate.

This insurance shall include coverage for products/completed operations, personal injury liability and contractual liability assumed under the indemnity provision of this contract and broad form property damage, explosion, collapse and underground utility damage stating if policy is written on a claims made or occurrence basis.

Property coverage will name the City of Spartanburg as loss payee in instances where the City has an interest in the property.

Workers' Compensation and employer's liability, meeting the statutory requirement of the State of South Carolina, in the amount of \$100,000 each accident and disease - each employee and \$500,000 disease - policy limit, including coverage for owners.

The Contractor shall provide the City with insurance certificates certifying that the foregoing insurance is in force; and such insurance certificates shall include provisions that the insurance shall not be canceled, allowed to expire or be materially changed without giving the City thirty (30) days advance notice by registered mail.

The City of Spartanburg, and its employees, agents shall be named as additional insured under the Contractor's general liability policies.

The Contractor is advised that if any part of the work under the contract is sublet, he shall require the subcontractor(s) to carry insurance as required above. However, this will in no way relieve the Contractor from providing full insurance coverage on all phases of the projects, including any that are sublet.

When certain work is to be performed inside rights-of-way owned by railroads, South Carolina Department of Transportation or other Agencies, both the Contractor and any subcontractor may be required to furnish

individual insurance certificates made in favor by the controlling agency, with limits as established by that agency.

Cancellation and Re-issuance of Insurance: If any insurance required to be provided by the Contractor should be canceled or changed by the insurance company or should any such insurance expire during the period of this contract, the Contractor shall be responsible for securing other acceptable insurance to provide continuous coverage during the life of this contract.

Failure of the Contractor to maintain continuous coverage as specified herein will result in this project being shut down and any payments due, or to become due, withheld until such time as adequate, acceptable insurance is restored. This would be in addition to any legal recourse open to the City under breach of contract.



Procurement & Property Division

Request for Proposal
Painting City Hall (Core) 3 Levels

Proposal No: 1617-07-12-01

(Show this number on envelope and all correspondence)
Provide separate sealed envelopes for bid and bid bond

_____ submits here with our proposal in response to the bid request
 (*Company Name*)
 number shown above in compliance with the description(s) and specifications (s) for the following:

		Cost
Total Cost Satin walls, semi-gloss doors and stairwell		
	Total	

In compliance with the proposal invitation and subject to all conditions thereof, the undersigned agrees:

- A. This proposals is stated, is open for acceptance for a period of 60 calendar days from day of pending.
- B. To furnish any and all items at the prices set forth the items unless otherwise specified, within 30 Calendar days after receipt of purchase order; contract and/or notice proceed.
- C. By Signing this Proposal form Proposer agrees all Addendum have been read and understood.

Company Name:	
Street Address:	
City, State, Zip:	
Telephone #:	
Fax #:	
Federal ID or SS #:	

SIGNATURE OF PROPOSALER'S REPRESENTATIVE

Name & Title: _____

Date: _____