

	Solicitation Type:	Invitation for Bid (IFB)
	Solicitation Number:	2021-2MJ
	Date Issued:	09/21/2020
	Procurement Specialist:	B. Maurice Jackson CPPB
	Phone:	(843) 488-6929
	E-Mail Address:	mjackson@horrycountyschools.net
	Address:	HCS, Procurement Office
	Mailing:	Physical:
	PO Box 260005	335 Four Mile Road
	Conway, SC 29528	Conway, SC 29526

DESCRIPTION: Fire Extinguisher and Sprinkler Systems Inspections and Services
USING GOVERNMENTAL: Horry County Schools

The Term "Offer" Means Your "Bid" or "Proposal".

SUBMIT YOUR OFFER ON-LINE AT THE FOLLOWING URL

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e>

SUBMIT OFFER BY (Opening Date/Time): 10/6//2020 2:30 p.m. (EST) (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY(Date/Time): 09/29/2020 12:00 p.m. (EST) (See "Questions From Offerors" provision)

SUBMIT QUESTIONS TO: mjackson@horrycountyschools.net

NUMBER OF COPIES TO BE SUBMITTED: SEE PAGE 3 **Initial here _____ if NO redacted copy is necessary**

This document contains the bidding instructions, scope of work, and the contractual terms and conditions applicable to the solicitation referenced above which is being issued and conducted by Horry County Schools.

See "Submitting Your Offer" provision.

CONFERENCE TYPE: None-Not Applicable DATE & TIME: (EST) As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION:
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AWARD & AMENDMENTS	The award, this solicitation, and any amendments will be posted at the following web address: https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e
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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 ninety (90) calendar days after the Opening Date. (See "Signing Your Offer" provisions)

NAME OF OFFEROR (Full legal name of business submitting the offer)	OFFEROR'S TYPE OF ENTITY: (Check one)
AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____
TITLE (Business title of person signing above)	(See "Signing Your Offer" provision.)
PRINTED NAME (Printed name of person signing above)	DATE SIGNED

Instructions regarding Offerors name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. An offer may be submitted by only one legal entity. 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.

STATE OF INCORPORATION (If Offeror is a corporation, identify the state of Incorporation.)	TAXPAYER IDENTIFICATION NO. (See "Taxpayer Identification Number" provision)
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PAGE TWO
(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for Offerors 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)			
				Order E-Mail Address:			
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address (check only one)				<input type="checkbox"/> Order Address same as Home Office Address <input type="checkbox"/> 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 (%)		
MINORITY PARTICIPATION							
Please answer the following questions:							
1. Are you certified as a MOB/WOB (minority-owned business/woman-owned business) by the State of South Carolina? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide certification number: _____. If no, would you qualify as a MOB/WOB based on the District's requirement of at least fifty-one percent (51%) ownership by a woman or person of ethnic (non-white) origin? <input type="checkbox"/> Minority-owned <input type="checkbox"/> Woman-owned							
PROCUREMENT CARD Do you accept purchasing (MasterCard) cards to facilitate ordering and payment? <input type="checkbox"/> Yes <input type="checkbox"/> No							
ACKNOWLEDGEMENT							
Have you clearly listed any deviations from the requested specifications and fully explained such deviations? <input type="checkbox"/> Yes <input type="checkbox"/> No Failed projects, suspensions, debarments, and significant litigation exist. <input type="checkbox"/> None exist <input type="checkbox"/> Yes If yes, below is a list of failed projects, suspensions, debarments, and significant litigation exist.							

NUMBER OF COPIES

Offerors will need to follow these instructions carefully when responding to the solicitation.

At least one (1) copy of the Offeror should contain original signatures; that copy shall be clearly marked or differentiated from the other copies of the Offeror by notation in the lower left corner of the cover of each Offeror with the words "ORIGINAL". This signed original copy will be retained for incorporation by reference in any contract resulting from this solicitation.

Offerors shall be signed by only those Company officials or agents duly authorized to sign bid/ proposals or contracts on behalf of their respective organizations. Each additional copy must be separated.

Additionally, if Offeror is submitting confidential information, one complete copy of your offer from which you have removed any information that you marked as exempt, i.e., a redacted copy. The information redacted should mirror in every detail the information marked as exempt from public disclosure. The redacted copy should (i) reflect the same pagination as the original, (ii) show the empty space from which information was redacted, and (iii) be submitted on magnetic media.

Return all with boxes checked:

- (1) Original Uploaded to the URL provided below:**
<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e>
- (1) Redacted copy Uploaded to the URL provided below:**
<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e>

(see Section II A "Submitting Confidential Information")
(see Section II B "Electronic Copies – Required Media and Format")
(see Section IV "Submitting Redacted Offerors provision")

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I. SCOPE OF SOLICITATION

ACQUIRE SERVICES & SUPPLIES (MODIFIED): The purpose and intent of this Invitation for Bid (IFB) is to establish a contract with either one or more than one qualified contractor(s) to provide all inspections, testing, recharge, hydrostatic testing, labor, materials, tools, new equipment, and supervision for the maintenance, repair and installation of fire extinguishers, fire sprinkler system control equipment, and fire suppression systems which may be required during the period of time covered by this agreement for locations throughout Horry County, herein referred to as Horry County Schools (HCS).

MAXIMUM CONTRACT PERIOD – (ESTIMATED) (JAN 2006): Start date: 10/26/2020 End date: 10/25/2025.

Dates provided are estimates only. Any resulting contract will begin on the date specified in the notice of award. See clause entitled "Term of Contract – Effective Date / Initial Contract Period". [01-1040-1]

The contract resulting from this solicitation will be a one (1) year contract with four (4) additional one-year renewal options. The maximum potential contract life is five years. The Superintendent may extend this contract for an additional two (2) years through **10/25/2027**.

II. INSTRUCTIONS TO OFFERORS – A. GENERAL INSTRUCTIONS:

DEFINITIONS, CAPITALIZATION, AND HEADINGS

CLAUSE HEADINGS USED IN THIS SOLICITATION ARE FOR CONVENIENCE ONLY AND SHALL NOT BE USED TO CONSTRUE MEANING OR INTENT. EVEN IF NOT CAPITALIZED, EXCEPT AS OTHERWISE PROVIDED HEREIN, THE FOLLOWING DEFINITIONS ARE APPLICABLE TO ALL PARTS OF THE SOLICITATION UNLESS EXPRESSLY PROVIDED OTHERWISE

AMENDMENT means a document issued to supplement the original solicitation document.

BOARD means the Horry County Schools Board of Education or its successor in interest.

BUSINESS means any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture, or any other legal entity

BUYER means the Procurement Officer/Specialist.

CHANGE ORDER means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual agreement of the parties to the contract.

CONTRACT means all types of Horry County Schools agreements, regardless of what they may be called, for the procurement or disposal of supplies, services, equipment or construction.

CONTRACT MODIFICATION means a written order signed by the Procurement Specialist, directing the contractor to make changes which the clause of the contract titled "Changes," if included herein, authorizes the Procurement Specialist to order without the consent of the contractor.

CONTRACTOR means the Offeror receiving an award as a result of this solicitation.

COOPERATIVE PURCHASING means procurement conducted by, or on behalf of, more than (1) public procurement unit.

COVER PAGE means the top page of the original solicitation on which the solicitation is identified by number. Offerors are cautioned that Amendments may modify information provided on the Cover Page.

DAYS means calendar days.

DISTRICT means a governmental entity governed by an elected Board of Education, which appoints a Superintendent to carry out policies established by the Board. This refers to the Horry County Schools hereinafter referred to as the "District".

HORRY COUNTY SCHOOLS (HCS) is a public school district serving Horry County, South Carolina.

OFFER means the bid or proposal submitted in response this solicitation. The terms Bid and Proposal are used interchangeably with the term Offer.

OFFEROR means the single legal entity submitting the offer. The term Bidder is used interchangeably with the term Offeror. See bidding provisions entitled Signing Your Offer and Bid/Proposal As Offer To Contract.

PAGE TWO means the second page of the original solicitation, which is labeled Page Two.

PROCUREMENT OFFICER means any person acting within the scope of his/her authority and duly authorized by Horry County Schools to enter into and administer contracts and make written determinations and findings with respect thereto, as identified as such on either the Cover Page, an amendment, or an award notice.

SOLICITATION means this document, including all its parts, attachments, and any Amendments.

SUBCONTRACTOR means any person you contract with to perform or provide any part of the Work.

US or WE means Horry County Schools.

WORK means all labor, materials, equipment, services, or property of any type, provided or to be provided by the Contractor to fulfill the Contractor's obligations under the Contract.

YOU and YOUR means Offeror. [02-2A003-2]

AMENDMENTS TO SOLICITATION (JAN 2004): (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://apps.hcs.k12.sc.us/apps/protrac/> (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by letter, or (3) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. [02-2A005-1]

AUTHORIZED AGENT (FEB 2004): All authority regarding this procurement is vested solely with the responsible Procurement Officer. Unless specifically delegated in writing, the Chief Procurement Officer or designee is the only Horry County Schools official authorized to bind the District with regard to this procurement or the resulting contract. [02-2A007-1]

AWARD NOTIFICATION (FEB 2015): Notice regarding any award, cancellation of award, or extension of award will be posted at the location specified on the Cover Page, or if applicable, any notice of extension of award. Should the contract resulting from this Solicitation have a total or potential value of fifty thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation and any award will not be effective until the sixteenth day after such notice is given. [02-2A010-2]

BID/PROPOSAL AS OFFER TO CONTRACT (JAN 2004): By submitting Your Bid or Proposal, You are offering to enter into a contract with Horry County Schools. Without further action by either party, a binding contract shall result upon final award. Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror on the Cover Page. An Offer may be submitted by only one legal entity; "joint bids" are not allowed. [02-2A015-1]

BID ACCEPTANCE PERIOD (JAN 2004): In order to withdraw Your Offer after the minimum period specified on the Cover Page, You must notify the Procurement Specialist in writing, documenting the fact(s) of Offeror's error. [02-2A020-1]

BID IN ENGLISH and DOLLARS (JAN 2004): Offers submitted in response to this solicitation shall be in the English language and in US dollars, unless otherwise permitted by the Solicitation. [02-2A025-1]

BOARD AS PROCUREMENT AGENT (DEC 2015): The Procurement Officer is an employee of the Board acting on behalf of the Horry County Schools pursuant to the HCS Procurement Code. Any contracts awarded as a result of this procurement are between the Contractor and the District. The Board is not a party to such contracts and bears no liability for any party's losses arising out of or relating in any way to the contract. [02-2A030-2]

CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (MAY 2008): GIVING FALSE, MISLEADING, OR INCOMPLETE INFORMATION ON THIS CERTIFICATION MAY RENDER YOU SUBJECT TO PROSECUTION UNDER SECTION 16-9-10 OF THE SOUTH CAROLINA CODE OF LAWS AND OTHER APPLICABLE LAWS.

(a) By submitting an offer, the Offeror certifies that:

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Offeror or competitor relating to:

- (i) Those prices;
- (ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this offer have not been and will not be knowingly disclosed by the Offeror, directly or indirectly, to any other Offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the Offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory:

(1) Is the person in the Offerors organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; or

(2)(i) Has been authorized, in writing, to act as agent for the Offerors principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification [As used in this subdivision (b)(2)(i), the term "principals" means the person(s) in the Offerors organization responsible for determining the prices offered in this bid or proposal];

(ii) As an authorized agent, does certify that the principals referenced in subdivision (b)(2)(i) of this certification have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification.

(c) If the Offeror deletes or modifies paragraph (a) (2) of this certification, the Offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure. [02-2A032-1]

CERTIFICATION REGARDING DEBARMENT AND OTHER RESPONSIBILITY MATTERS (JAN 2004):

(a)

(1) By submitting an Offer, Offeror certifies, to the best of its knowledge and belief, that-

(i) Offeror and/or any of its Principals

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;

(B) Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any public (Federal, state, or local) entity.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

(b) Offeror shall provide immediate written notice to the Procurement Specialist if, at any time prior to contract award, Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) If Offeror is unable to certify the representations stated in paragraphs (a)(1), Offer must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Offerors responsibility. Failure of the Offeror to furnish additional information as requested by the Procurement Specialist may render the Offeror non-responsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to Horry County Schools, the Procurement Specialist may terminate the contract resulting from this solicitation for default. [02-2A035-1]

CODE OF LAWS AVAILABLE (MODIFIED) ((JAN 2006): The Horry County Schools District Procurement Code is available at: https://www.horrycountyschools.net/cms/lib/SC02209139/Centricity/Domain/3189/Procurement_Code.pdf [02-2A040-2]

COMPLETION OF FORMS/CORRECTION OF ERRORS: All prices and notations should be printed in ink or typewritten. Errors should be crossed out, corrections entered and initialed by the person signing the bid. Do not modify the solicitation document itself (including bid schedule).

DISCLOSURE OF CONFLICTS OF INTEREST OR UNFAIR COMPETITIVE ADVANTAGE (FEB 2015): You warrant and represent that your offer identifies and explains any unfair competitive advantage you may have in competing for the proposed contract and any actual or potential conflicts of interest that may arise from your participation in this competition or your receipt of an award. The two underlying principles are (a) preventing the existence of conflicting roles that might bias a contractor's judgment, and (b) preventing an unfair competitive advantage. If you have an unfair competitive advantage or a conflict of interest, Horry County Schools may withhold award. Before withholding award on these grounds, an Offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered. Without limiting the foregoing, you represent that your offer identifies any services that relate to either this solicitation or the work and that has already been performed by you, a proposed subcontractor, or an affiliated business of either. [02-2A047-2]

DEADLINE FOR SUBMISSION OF OFFER (JAN 2004): Any offer received after the Procurement Officer of Horry County Schools or designee has declared that the time set for opening has arrived, shall be rejected unless the offer has been delivered to the designated Horry County Schools Office of Procurement as instructed on the Cover page prior to the bid opening or the governmental body's mail room which services that purchasing office prior to the opening. [R.19-445.2070(G)] [02-2A050-1].

DRUG FREE WORK PLACE CERTIFICATION (JAN 2004): By submitting an Offer, Contractor certifies that, if awarded a contract, Contractor will comply with all applicable provisions of The Drug-free Workplace Act, Title 44, Chapter 107 of the South Carolina Code of Laws, as amended. [02-2A065-1]

DUTY TO INQUIRE (FEB 2015): Offeror, by submitting an Offer, represents that it has read and understands the Solicitation and that its Offer is made in compliance with the Solicitation. Offerors are expected to examine the Solicitation thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation. Failure to do so will be at the Offerors risk. All ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation shall be interpreted to require the better quality or greater quantity of work and/or materials, unless otherwise directed by amendment. Offeror assumes responsibility for any patent ambiguity in the Solicitation that Offeror does not bring to the District's attention See clause entitled "Questions from Offerors." [02-2A070-2]

ETHICS CERTIFICATE (MAY 2008): By submitting an offer, the Offeror certifies that the Offeror has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (ethics act). The following statutes require special attention: Section 8-13-700, regarding use of official position for financial gain; Section 8-13-705, regarding gifts to influence action of public official; Section 8-13-720, regarding offering money for advice or assistance of public official; Sections 8-13-755 and 8-13-760, regarding restrictions on employment by former public official; Section 8-13-775, prohibiting public official with economic interests from acting on contracts; Section 8-13-790, regarding recovery of kickbacks; Section 8-13-1150, regarding statements to be filed by consultants; and Section 8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The district may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, contractor shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the Procurement Specialist at the same time the law requires the statement to be filed. [02-2A075-2]

OMIT TAXES FROM PRICE (JAN 2004): Do not include any sales or use taxes in your price that Horry County Schools may be required to pay. [02-2A080-1]

OPEN TRADE REPRESENTATION (JUN 2015): By submitting an Offer, Offeror represents that Offeror is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300. [02-2A083-1]

PROTESTS (JUN 2006): Any prospective bidder, Offeror, contractor, or subcontractor who is aggrieved in connection with the solicitation of a contract shall protest within fifteen days of the date of issuance of the applicable solicitation document at issue. Any actual bidder, Offeror, contractor, or subcontractor who is aggrieved in connection with the intended award or award of a contract shall protest within fifteen days of the date notification of award is posted in accordance with this code. A protest shall be in writing, shall set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided, and must be received by the Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". [Section 11-35-4210] [02-2A085-1]

PROHIBITED COMMUNICATIONS AND DONATIONS: Violation of these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of law.

(a) During the period between publication of the solicitation and final award, ***you must not communicate, directly or indirectly, with Horry County Schools or its employees, agents or officials regarding any aspect of this procurement activity, unless otherwise approved in writing by the Procurement Specialist.*** All communications must be solely with the Procurement Specialist. [R. 19-445.2010]

(b) You are advised to familiarize yourself with Regulation 19-445.2165, which restricts donations to a governmental entity with whom you have or seek to have a contract. ***You represent that your offer discloses any gifts made, directly or through an intermediary, by you or your named subcontractors to or for the benefit of the District during the period beginning eighteen months prior to the Opening Date.*** [R. 19-445.2165] [02-2A087-1]

PUBLIC OPENING (JAN 2004): Offers will be publicly opened at the date/time and at the location identified on the Cover Page, or last Amendment, whichever is applicable. [02-2A090-1]

QUESTIONS FROM OFFERORS (FEB 2015): (a) Any prospective Offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing. Questions regarding the original solicitation or any amendment must be received by the Procurement Specialist no later than five (5) days prior to opening unless an earlier date is stated on the Cover Page. Label any communication regarding your questions with the name of the Procurement Specialist, and the solicitation's title and number. Oral explanations or instructions will not be binding. Any information given a prospective Offeror concerning a solicitation will be furnished promptly to all other prospective Offerors as an Amendment to the solicitation, if that information is necessary for submitting offers or if the lack of it would be prejudicial to other prospective

Offerors. See clause entitled "Duty to Inquire." **We will not identify you in our answer to your question.** (b) Horry County Schools seeks to permit maximum practicable competition. Offerors are urged to advise the Procurement Specialist -- as soon as possible -- regarding any aspect of this procurement, including any aspect of the Solicitation that unnecessarily or inappropriately limits full and open competition. [See R. 19-445.2140] [02-2A095-2]

All questions must be directed to: Maurice Jackson via email at mjackson@horrycountyschools.net

All questions should be received no later than the "QUESTIONS MUST BE RECEIVED BY" date/time as noted on the cover page. The preferred method of receiving questions is via e-mail with the subject "QUESTIONS 2021-2MJ" and a Microsoft Word attachment using the following format:

Question Number	Section Reference	Page Number	Question

REJECTION/CANCELLATION (JAN 2004): Horry County Schools may cancel this solicitation in whole or in part. Horry County Schools may reject any or all proposals in whole or in part. [SC Code Section 11-35-1710 & R.19-445.2065.] [02-2A100-1]

RESPONSIVENESS/IMPROPER OFFERS (JUN 2015): (a) Bid as Specified. Offers for supplies or services other than those specified will not be considered unless authorized by the Solicitation.

(b) Multiple Offers. Offerors may submit more than one Offer, provided that each Offer has significant differences other than price. Each separate Offer must satisfy all Solicitation requirements. If this solicitation is an Invitation for Bids, each separate offer must be submitted as a separate document. If this solicitation is a Request for Proposals, multiple offers may be submitted as one document, provided that you clearly differentiate between each offer and you submit a separate cost proposal for each offer, if applicable.

(c) Responsiveness. Any Offer which fails to conform to the material requirements of the Solicitation may be rejected as nonresponsive. Offers which impose conditions that modify material requirements of the Solicitation may be rejected. If a fixed price is required, an Offer will be rejected if the total possible cost to the District cannot be determined. Offerors will not be given an opportunity to correct any material nonconformity. Any deficiency resulting from a minor informality may be cured or waived at the sole discretion of the Procurement Specialist. [R.19-445.2070 and Section 11-35-1520(13)]

(d) Price Reasonableness: Any offer may be rejected if the Procurement Specialist determines in writing that it is unreasonable as to price. [R. 19-445.2070].

(e) Unbalanced Bidding. HCS may reject an Offer as nonresponsive if the prices bid are materially unbalanced between line items or subline items. A bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the bid will result in the lowest overall cost to the District even though it may be the low evaluated bid, or if it is so unbalanced as to be tantamount to allowing an advance payment.

(f) **Do not submit bid samples or descriptive literature unless expressly requested.** Unsolicited bid samples or descriptive literature will not be examined or tested, will not be used to determine responsiveness, and will not be deemed to vary any of the provisions of the solicitation. S.C. Code Ann. Reg. 19-445.2077(D). [02-2A105-2]

SIGNING YOUR OFFER (JAN 2004): Every Offer must be signed by an individual with actual authority to bind the Offeror. (a) If the Offeror is an individual, the Offer must be signed by that individual. If the Offeror is an individual doing business as a firm, the Offer must be submitted in the firm name, signed by the individual, and state that the individual is doing business as a firm. (b) If the Offeror is a partnership, the Offer must be submitted in the partnership name, followed by the words by its Partner, and signed by a general partner. (c) If the Offeror is a corporation, the Offer must be submitted in the corporate name, followed by the signature and title of the person authorized to sign. (d) An Offer may be submitted by a joint venture

involving any combination of individuals, partnerships, or corporations. If the Offeror is a joint venture, the Offer must be submitted in the name of the Joint Venture and signed by every participant in the joint venture in the manner prescribed in paragraphs (a) through (c) above for each type of participant. (e) If an Offer is signed by an agent, other than as stated in subparagraphs (a) through (d) above, the Offer must state that it has been signed by an Agent. Upon request, Offeror must provide proof of the agent's authorization to bind the principal. [02-2A115-1]

SCHOOLS - HORRY COUNTY OFFICE OF PROCUREMENT SERVICES CLOSINGS: If an emergency or unanticipated event interrupts normal processes so that offers cannot be received at Horry County Schools Office of Procurement as designated for receipt of bids by the exact time specified in the solicitation, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal processes resume. In lieu of an automatic extension, an Amendment may be issued to reschedule bid opening. If Horry County School district offices are closed at the time a pre-bid or pre-proposal conference is scheduled, an Amendment will be issued to reschedule the conference. Useful information is available online at:

http://www.horrycountyschools.net/pages/Horry_County_Schools/Students_Parents/How_HCS_makes_weather-related

SUBMITTING CONFIDENTIAL INFORMATION: (An overview is available at <https://procurement.sc.gov/legal/general-info>)

For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that Offeror contends contains information that is exempt from public disclosure because it is either (a) a trade secret or (b) privileged and confidential. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the words "TRADE SECRET" every page, or portion thereof, that Offeror contends contains a trade secret as that term is defined by Section 39-8-20 of the Trade Secrets Act. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "PROTECTED" every page, or portion thereof, that Offeror contends is protected by Section 11-35-1810. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire response (bid, proposal, quote, etc.) as confidential, trade secret, or protected. If your response, or any part thereof, is improperly marked as confidential or trade secret or protected, Horry County Schools may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page. By submitting a response to this solicitation or request, Offeror

(1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents submitted to clarify a response, and documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, and (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure. In determining whether to release documents, Horry County Schools will detrimentally rely on Offerors marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED". By submitting a response, Offeror agrees to defend, indemnify and hold harmless Horry County Schools, its officers and employees, from every claim, demand, loss, expense, cost, damage or injury, including attorney's fees, arising out of or resulting from withholding information by Horry County Schools that Offeror marked as "confidential" or "trade secret" or "PROTECTED". (All references to S.C. Code of Laws.) [02-2A125-2]

SUBMITTING YOUR OFFER OR MODIFICATION (MAR 2015) (MODIFIED): Unless specifically instructed otherwise in the solicitation, you should submit your offer or modification in accordance with the clause titled "VENDOR REGISTRATION MANDATORY" and "ON-LINE BIDDING INSTRUCTIONS." Paper offers are discouraged. If you must submit a paper offer or modification the following instructions apply. (a) All prices and notations should be printed in ink or typewritten. Errors should be crossed out, corrections entered and initialed by the person signing the bid. Do not modify the solicitation document itself (including bid schedule). (b) (1) All copies of the offer or modification, and any other documents required to be submitted with the offer shall be enclosed in a sealed, opaque envelope or package. (2) Submit your offer or modification to the address on the Cover Page. (3) The envelope or package must show the time and date specified for opening, the solicitation number, and the name and address of the bidder. If the offer or modification is sent by mail or special delivery service (UPS, Federal Express, etc.), the outermost envelope or wrapper must be labeled "OFFER ENCLOSED" on the face thereof. (c) If you are responding to more than one solicitation, submit each offer in a separate envelope or package. (d) Submit the number of

copies indicated on the Cover Page. (e) Facsimile or e-mail offers, modifications, or withdrawals, will not be considered unless authorized by the Solicitation. [02-2A130-2]

TAX CREDIT FOR SUBCONTRACTING WITH DISADVANTAGED SMALL BUSINESSES (JAN 2008): Pursuant to Section 12-6-3350, a taxpayer having a contract with this State who subcontracts with a socially and economically disadvantaged small business is eligible for an income tax credit equal to four percent of the payments to that subcontractor for work pursuant to the contract. The subcontractor must be certified as a socially and economically disadvantaged small business as defined in Section 11-35-5010 and regulations pursuant to it. The credit is limited to a maximum of fifty thousand dollars annually. A taxpayer is eligible to claim the credit for ten consecutive taxable years beginning with the taxable year in which the first payment is made to the subcontractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. A taxpayer claiming the credit shall maintain evidence of work performed for the contract by the subcontractor. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the subcontractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the contractor's income tax return. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-5888. Questions regarding subcontractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498. [02-2A135-1]

TAXPAYER IDENTIFICATION NUMBER: (a) If Offeror is owned or controlled by a common parent as defined in paragraph (b) of this provision, Offeror shall submit with its Offer the name and TIN of common parent.

(b) Definitions: "Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the Offeror is a member. "Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the Offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(c) If Offeror does not have a TIN, Offeror shall indicate if either a TIN has been applied for or a TIN is not required. If a TIN is not required, indicate whether (i) Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States; (ii) Offeror is an agency or instrumentality of a state or local government; (iii) Offeror is an agency or instrumentality of a foreign government; or (iv) Offeror is an agency or instrumentality of the Federal Government.

VENDOR REGISTRATION MANDATORY (MODIFIED MARCH 2020): The District has implemented an online, electronic bidding system to receive bids and proposals from prospective Offerors. In order to submit offers in response to posted solicitations, prospective must be registered through this electronic system. Registration can be completed through the following link: <https://vrapp.vendorregistry.com/Vendor/Register/Index/horry-county-schools-sc-vendor-registration>. Once registered, suppliers must keep their information current.

WITHDRAWAL OR CORRECTION OF OFFER (JAN 2004): Offers may be withdrawn by written notice received at any time before the exact time set for opening. If the Solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for opening. A bid may be withdrawn in person by a bidder or its authorized representative if, before the exact time set for opening, the identity of the person requesting withdrawal is established and the person signs a receipt for the bid. [02-2A150-1]

II. INSTRUCTIONS TO OFFERORS – B. SPECIAL INSTRUCTIONS

BOARD APPROVAL REQUIRED (DEC 2015): Any award is subject to prior approval by the Horry County School Board of Trustees. Board meetings are normally, but not always, held monthly. [02-2B015-1]

CLARIFICATION (NOV 2007): Pursuant to Section 11-35-1520(8), the Procurement Specialist may elect to communicate with you after opening for the purpose of clarifying either your offer or the requirements of the solicitation. Such communications may be conducted only with Offerors who have submitted an offer which obviously conforms in all material

aspects to the solicitation. Clarification of an offer must be documented in writing and included with the offer. Clarifications may not be used to revise an offer or the solicitation. [02-2B055]

ELECTRONIC FILES – REQUIRED MEDIA AND FORMAT (REVISED MARCH 2020): Documents and/or electronic files submitted shall contain the solicitation number and the Offerors name, and be compatible with Microsoft Office (version 2003 or later), or Adobe Acrobat or equivalent Portable Document Format (.pdf) viewer. The Procurement Officer must be able to view, search, copy and print electronic documents without a password. If required by the solicitation, your business and technical proposals must be within separate files. [Rev02-2B070-2]

MAIL PICKUP (JAN 2006): The District's Mail Services picks up all mail from the US Postal Service once daily around 9:00 a.m. (excluding weekends and holidays), and disseminates the mail to the Procurement office normally by 12:00 pm. See provision entitled Deadline for Submission of Offer [02-2B080-1]

OFFERING BY LOT (JAN 2006): Offers may be submitted for one or more complete lots. Failure to offer on all items within a lot will be reason for rejection. [02-2B095-1]

ON-LINE BIDDING INSTRUCTIONS (REVISED MARCH 2020-MODIFIED): (a) Mandatory Registration. You must register before you can submit an offer on line! See clause entitled "VENDOR REGISTRATION MANDATORY."

(b) Steps for On-Line Bidding

1 The link provided on the solicitations Cover Page will take you to our web based on-line bidding system, where you will enter and/or upload your offer.

2 Once registered and signed into the system, choose the solicitation you wish to submit an offer. The system will provide the necessary steps to obtain the required information from you.

3 **Only offers with an email status of "Vendor Bid File Submittal" have been received by the District. Offers with a status of "saved" have not been received.**

If you have trouble entering your offer, call the Vendor Registry at 844-802-9202 or cservice@vendorregistry.com . The Procurement Office is not able to assist you in entering your offer.

It is **STRONGLY** recommended that you enter your bid online well before the bid opening date and time.

PROTEST-CPO – HCS ADDRESS (MODIFIED)(JUN 2006): Any protest must be addressed to the Chief Procurement Officer, Horry County Schools, and submitted in writing (a) by email to rstrickland@horrycountyschools.net , (b) by post or delivery to 335 Four Mile Road, Conway, SC 29526 or PO Box 260005, Conway, SC 29528-6005. [02-2B120-1]

UNIT PRICES REQUIRED (JAN 2006): Unit price to be shown for each item. [02- 2B170-1]

III. SCOPE OF WORK / SPECIFICATIONS:

SEE BIDDING SCHEDULE

INTRODUCTION:

Horry County Schools (HCS) is one of the largest school systems in the State of South Carolina and is coterminous with Horry County's land area of approximately 1,152 square miles. The present boundaries of the District were established in 1952 as a result of the consolidation of all existing school Districts in the county. The district encompasses 56 schools in the nine attendance areas of Myrtle Beach, Carolina Forest, Conway, Socastee, North Myrtle Beach, Loris, Aynor, Green Sea Floyds and St. James. With Over 45,000 students and more than 5,200 employees, Horry County Schools is the state's third largest school district and the county's largest employer.

The District is currently governed by a board of trustees, the Horry County Board of Education, consisting of members elected in single-member Districts with the Board Chairman elected countywide. The Horry County Board of Education members have decision-making

authority, the power to designate management, the ability to significantly influence operations, and have primary accountability for fiscal matters.

PURPOSE:

Horry County Schools (HCS) is obligated to maintain a safe school environment free from fire and its effects for the students and staff therefore performing annual inspections to assess and mitigate potential fire-and-life safety hazards, in District-owned buildings, is a necessity. The District's intent is to contract with a qualified Contractor cognizant of and operating according to the provisions of the National Fire Protection Association and the South Carolina Code of Laws Title 40, Chapter 10, Fire Protection Sprinkler Systems Act.

SCOPE OF WORK:

Horry County Schools is soliciting competitive sealed bids from qualified contractors to provide **FIRE EXTINGUISHERS, FIRE SUPPRESSION SYSTEMS, AND FIRE SPRINKLER SYSTEM CONTROL EQUIPMENT MAINTENANCE, INSPECTION, TESTING, AND REPAIR SERVICES including**, but not limited to annual Fire Sprinkler Systems, Fire Pumps, Dry and Wet Stand Pipes, Back-flow Preventers, Kitchen Hoods and Fire Extinguisher Inspections / Maintenance. The Contractor shall furnish all inspections, testing, labor, materials, tools, equipment, and supervision for the maintenance, repair and installation of fire extinguishers, fire suppression systems, and fire sprinkler system control equipment.

SPECIFICATIONS:

The Contractor shall provide qualified personnel to perform required services. Re-charge of fire extinguishers shall be performed on location, whenever possible. In the event the work needs to be performed at the Contractor's place of business; extinguishers shall be returned within 48 hours and loaners issued to HCS for temporary replacement.

HCS may elect to have the Contractor replace worn or defective parts or make any necessary repairs if required. Contractor shall obtain prior approval from the appropriate HCS Regional Manager before proceeding with repair. Parts shall be new and of the same or better quality as the original manufacturer. All parts and workmanship shall be guaranteed for a period of not less than ninety (90) days or the manufacturer's warranty period, whichever is longer. Contractor shall invoice HCS for parts using the current manufacturer's list price less the percentage discount offered on the Bidding Schedule LOT A. Labor shall also be invoiced at the hourly rate shown on this Bidding Schedule.

The services provided shall meet or exceed all applicable National Fire Protection Association (NFPA) testing standards as well as comply with the South Carolina Fire Protection Sprinkler Systems Act (S.C. Code of Laws, Section 40-10)

A. DEFINITIONS

For the purposes of this solicitation/contract, the following definitions apply:

Backflow Prevention Device. Two independently acting check valves together with a hydraulically operating, mechanically independent pressure differential relief valve located between the check valves and below the first check valve. These units are located between two tightly closed resilient-seated shutoff valves, as an assembly, and are equipped with properly located resilient-seated test cocks. Backflow prevention devices are used to prevent water in a fire protection system from entering the public water supply due to a reverse flow of water, thermal expansion, hydraulic shock, back pressure, or back siphonage.

Cartridge / Cylinder-Operated Fire Extinguisher. A fire extinguisher in which the expellant gas is in a separate container from the agent storage container.

Contractor. An individual or entity licensed to engage in the planning, sale, installation, repair, alteration, addition, maintenance, or inspection of fire sprinkler systems.

Dry Standpipe System. A system that shall be arranged as follows: (1) includes devices to admit water to the system automatically by opening a hose valve; (2) admits water to the system through manual operation of remote control devices located at each hose station; (3) has no permanent water supply (a filled standpipe having a small water supply connection to keep the piping filled by requiring water to be pumped into the system shall be considered to be a dry standpipe).

Emergency Impairment. A condition where a water-based fire protection system or portion thereof is out of order due to an unexpected occurrence, such as a ruptured pipe, an operated sprinkler, or an interruption of the water supply to the system.

Fire Pump. A pump supplying water at the flow and pressure required by water-based fire protection systems.

Fire Sprinkler System. A system of overhead or underground piping, or both, to protect the interior or exterior of a building or structure from fire where the primary extinguishing agent is water and designed in accordance with fire protection engineering standards. The system includes the overhead and underground fire water mains, fire hydrants and hydrant mains, standpipes, and hose connection to sprinkler systems, supplied from a reliable, constant, and sufficient water supply, such as a gravity tank, fire pump, reservoir, or pressure tank, or connection by underground piping to a city main but does not include dual or multi-purpose water lines supplying fire systems or equipment, potable water, or process water, or both. The system is a network of specially sized or hydraulically designed piping installed in a building, structure, or area, generally overhead, and to which sprinklers are connected in a systematic pattern. The system includes a controlling valve and a device for actuating an alarm when the system is in operation. The system is usually activated by heat from a fire and discharges water over the fire area. Fire protection sprinkler systems include the following types: water based or wet-pipe systems, water foam systems, dry-pipe systems, preaction systems, residential systems, deluge systems, combined dry-pipe and preaction systems, non-freeze systems, and circulating closed loop systems.

HMIS. Hazardous Materials Identification Systems

Hydrostatic Testing. Pressure testing of the extinguisher to verify its strength against unwanted rupture.

Impairment. A shutdown of a system or portion thereof.

Inspection. A visual examination of a system or portion thereof to verify that it appears to be in operating condition and is free of physical damage.

Inspection, Testing, and Maintenance Service. A service program provided by a qualified contractor or qualified owner's representative in which all components unique to the property's systems are inspected and tested at the required times and necessary maintenance is provided. This program includes logging and retention of relevant records.

Maintenance. A thorough examination of the equipment is intended to give maximum assurance that equipment will operate effectively and safely. It includes a thorough examination for physical damage or condition to prevent its operation and any necessary repair or replacement.

NFPA. National Fire Protection Association.

Non-rechargeable Fire Extinguisher. A non-rechargeable (non-refillable) fire extinguisher is not capable of (nor intended to be capable of) undergoing complete maintenance, hydrostatic testing, and being restored to its full operating capability by the standard practices used by fire equipment dealers and distributors.

Portable Fire Extinguisher. A portable device, carried or on wheels and operated by hand, containing an extinguishing agent that can be expelled under pressure for the purpose of suppressing or extinguishing fire.

Preplanned Impairment. A condition where a water-based fire protection system or a portion thereof is out of service due to work that has been planned in advance, such as revisions to the water supply or sprinkler system piping.

Recharge. The replacement of the extinguishing agent and/or the expellant for certain types of fire extinguishers.

Rechargeable (Refillable) Fire Extinguisher. A rechargeable (refillable) fire extinguisher is capable of undergoing complete maintenance, including internal inspection of the pressure vessel, replacement of all substandard parts and seals, and hydrostatic testing.

Self-Expelling Fire Extinguisher. A fire extinguisher in which the agents have sufficient vapor pressure at normal operating temperatures to expel themselves.

Standpipe System. An arrangement of piping, valves, hose connections, and allied equipment installed in a building or structure, with the hose connections located in such a manner that water can be discharged in streams or spray patterns through attached hose and nozzles, for the purpose of extinguishing a fire, thereby protecting a building or structure and its contents in addition to protecting the occupants. This is accomplished by means of connections to water supply systems or by means of pumps, tanks, and other equipment necessary to provide an adequate supply of water to the hose connections.

Stored-Pressure Fire Extinguisher. A fire extinguisher in which both the extinguishing material and expellant gas are kept in a single container and that includes a pressure indicator or gauge.

Testing. A procedure used to determine the status of a system as intended by conducting periodic physical checks on water-based fire protection systems such as water-flow tests, fire pump tests, alarm tests, and trip tests of dry pipe, deluge, or preaction valves. These tests follow up on the original acceptance test at intervals specified in the appropriate chapter of this standard.

Water Mist Fire Extinguisher. A water-type portable fire extinguisher containing distilled water and employing a nozzle that discharges the agent in a fine spray.

Water-Type Fire Extinguisher. A water-type fire extinguisher contains water-based agents, such as water, AFFF, FFFP, antifreeze, and loaded stream.

Wet Standpipe System. A standpipe system having piping containing water at all times.

Wheeled Fire Extinguisher. A portable fire extinguisher equipped with a carriage and wheels intended to be transported to the fire by one person.

B. HORRY COUNTY SCHOOLS' RESPONSIBILITIES

1. HCS shall provide ready (information located at school) accessibility to components that require inspection, testing, or maintenance.
2. HCS and/or contractor(s) shall notify the appropriate authorities, fire department, and alarm-receiving facility, as required, before testing or shutting down a system or its supply and shall also notify the same authorities when the system, supply, or component is returned to service.
3. HCS shall make available to the Contractor, upon request, previous records indicating the procedure performed (e.g. inspection, test, or maintenance), the organization that performed the work, the results, and the date. Paperwork available on site.

C. CONTRACTOR'S RESPONSIBILITIES / SPRINKLER INSPECTION, TESTING, & MAINTENANCE

1. **INSPECTION - Sprinkler**
 - a) Sprinklers shall be inspected from the floor level **annually**. The exception to an annual inspection are sprinklers installed in concealed spaces (e.g. above suspended ceilings).
 - b) Sprinklers shall not show signs of leakage; shall be free of corrosion, foreign materials, paint, and physical damage; and shall be installed in the proper orientation (e.g. upright, pendent, or sidewall). Any sprinkler shall be replaced that has signs of leakage; is painted, corroded, damaged, or loaded; or in the improper orientation.

- c) Sprinklers installed in areas that are inaccessible for safety considerations due to process operations shall be inspected during each scheduled shutdown.
- d) Unacceptable obstructions to spray patterns shall be evaluated and corrected as necessary to meet NFPA guidelines.

e) Summary of Sprinkler System Inspection:

ITEM	ACTIVITY	FREQUENCY
Gauges (dry, preaction, and deluge systems)	Inspection	Quarterly
Control Valves	Inspection	Quarterly
Alarm Devices	Inspection	Quarterly
Gauges (wet pipe systems)	Inspection	Quarterly
Hydraulic nameplate	Inspection	Quarterly
Hanger/seismic bracing	Inspection	Annually
Pipe and Fittings	Inspection	Annually
Sprinklers	Inspection	Annually
Fire Department Connections	Inspection	Quarterly

2. INSPECTION / Pipe and Fittings

- a) Sprinkler pipe and fittings shall be inspected **annually** from the floor level. The exception to an annual inspection are pipe and fittings installed in concealed spaces (e.g. above suspended ceilings).
- b) Pipe and fittings shall be in good condition and free of mechanical damage, leakage, corrosion, and misalignment.
- c) Ensure that sprinkler piping is not subjected to external loads by materials either resting on the pipe or hung from the pipe.
- d) Pipe installed in areas that are inaccessible for safety considerations due to process operations shall be inspected during each scheduled shutdown.

3. INSPECTION / Hanger and Seismic Braces

- a) Sprinkler pipe hangers and seismic braces shall be inspected **annually** from the floor level. The exception to an annual inspection are hangers and seismic braces installed in concealed spaces (e.g. above suspended ceilings).
- b) Ensure that hangers and seismic braces are not be damaged or loose; replace or refasten any that are damaged or loose.
- c) Hangers installed in areas that are inaccessible for safety considerations due to process operations shall be inspected during each scheduled shutdown.

4. INSPECTION / Gauges

- a) Gauges on wet pipe sprinkler systems shall be inspected **quarterly** to ensure that they are in good condition and that normal water supply pressure is being maintained.
- b) Gauges on dry, preaction, and deluge systems shall be inspected quarterly to ensure that normal air and water pressures are being maintained.
- c) Where air pressure supervision is connected to a constantly attended location, gauges shall be inspected quarterly.

- d) For dry pipe or preaction systems protecting freezers, the air pressure gauge near the compressor shall be compared quarterly to the pressure gauge above the dry pipe or preaction valve. When the gauge near the compressor is reading higher than the gauge near the dry pipe valve, the air line in service shall be taken out of service, and the alternate air line opened to equalize the pressure. The air line taken out of service shall be internally inspected, have all ice blockage removed, and shall be reassembled for use as a future alternate air line.

5. INSPECTION / Alarm Devices

- a) Alarm devices shall be inspected **quarterly** to verify that they are free of physical damage.

6. TESTING / Sprinklers

- a) A representative sample of sprinklers for testing shall consist of a minimum of not less than four (4) sprinklers or 1 percent of the number of sprinklers per individual sprinkler sample, whichever is greater.
- b) Where one (1) sprinkler within a representative sample fails to meet the test requirement, all sprinklers represented by that sample shall be replaced.

7. TESTING / Gauges

- a) Gauges not accurate to within 3 percent of the full scale shall be recalibrated or replaced.

8. TESTING / Alarm Devices

- a) Water-flow devices including, but not limited to, mechanical water motor gongs and pressure switch type shall be tested quarterly.
- b) Vane-type water-flow devices shall be tested semi-annually.
- c) Testing the weather-flow alarms on wet pipe systems shall be accomplished by opening the inspector's test connection.
- d) Where other circumstances prohibit use of the inspector's test connection, the bypass connection shall be permitted to be used.
- e) Fire pumps shall not be turned off during testing unless all impairment procedures are followed.
- f) Testing the water-flow alarm on dry pipe, reaction, or deluge systems shall be accomplished by using the bypass connection.

9. TESTING / Antifreeze Systems

- a) The freezing point of solutions in antifreeze shall be tested annually by measuring the specific gravity with a hydrometer or refractometer and adjusting the solutions if necessary.
- b) Solutions shall be in accordance with NFPA 25 Section 5.3.4.1 (a) and 5.3.4.1 (b).
- c) The use of antifreeze solutions shall be in accordance with any state or local health regulations.

10. MAINTENANCE / Sprinklers

- a) Replacement sprinklers shall have the proper characteristics for the application intended. These shall include the following:

- i. Style
 - ii. Orifice size and K-factor
 - iii. Temperature rating
 - iv. Coating, if any
 - v. Deflector type (e.g. upright, pendent, sidewall)
 - vi. Design requirements
- b) Only new sprinklers shall be used to replace existing sprinklers.
- c) Special and quick-response sprinklers as defined by NFPA13, *Standard for the Installation of Sprinkler Systems*, shall be replaced with sprinklers of the same make, model, orifice, size, temperature range and thermal response characteristics, and K-factor. If the special or quick-response sprinkler is no longer manufactured, a special or quick-response sprinkler with comparable performance characteristics shall be installed.
- d) Sprinklers and automatic spray nozzles used for protecting commercial-type cooking equipment and ventilating systems shall be replaced annually.
- e) Where automatic bulb-type sprinklers or spray nozzles are used and annual examination shows no buildup of grease or other material on the sprinklers or spray nozzles, such sprinklers and spray nozzles shall not be required to be replaced.
- f) Where maintenance or repair requires the replacement of sprinkler system components affecting more than twenty (20) sprinklers, those components shall be installed and tested in accordance with NFPA 13, *Standard of the Installation of Sprinkler Systems*.

D. CONTRACTOR’S RESPONSIBILITIES / STANDPIPE & HOSE SYSTEMS

1. Components of standpipe and hose systems shall be visually inspected **quarterly** or as specified in Table F.2.
2. Table F.2 represents the minimum requirements for the routine inspection, testing, and maintenance of standpipe and hose systems. This table shall be used to determine the minimum required frequencies for inspection, testing, and maintenance.

Table F.2

ITEM	ACTIVITY	FREQUENCY
Control Valves	Inspection	Quarterly
Pressure Regulating Devices	Inspection	Quarterly
Piping	Inspection	Quarterly
Hose Connections	Inspection	Quarterly
Cabinet	Inspection	Annually
Hose	Inspection	Annually
Hose Storage Device	Inspection	Annually
Alarm Device	Test	Quarterly
Hose Nozzle	Test	Annually
Hose Storage Device	Test	Annually
Hose	Test	5 years / 3 years
Pressure Control Valve	Test	5 years
Pressure Reducing Valve	Test	5 years
Hydrostatic Test	Test	5 years
Flow Test	Test	5 years
Main Drain Test	Test	Annually
Hose Connections	Maintenance	Annually

Valves (all types)	Maintenance	Annually / as needed
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3. Inspection, testing, and maintenance of all classes of standpipe and hose systems shall be performed in accordance with NFPA 25, Table 6.2.2. Checkpoints and corrective action outlined in Table 6.2.2 shall be followed to determine that components are free of corrosion, foreign material, physical damage, tampering, or other conditions that adversely affect system operation.
4. All systems shall be flow-tested and pressure tested at the requirements in effect at the time of the installation.

E. CONTRACTOR'S RESPONSIBILITIES / FIRE PUMPS

1. Table G.2 shall be used to determine the minimum required frequencies for inspection, testing, and maintenance of Fire Pumps:

2. **Table G.2**

ITEM	ACTIVITY	FREQUENCY
Pump Operation / Flow Condition	Test	Annually
Hydraulic	Maintenance	Annually
Mechanical Transmission	Maintenance	Annually
Motor	Maintenance	Annually

3. **INSPECTION / Fire Pumps**

- a) The purpose of inspection shall be to verify that the pump assembly appears to be in operating condition and is free from physical damage.

4. **TESTING / Fire Pumps**

- a) An annual test of each pump assembly shall be conducted under minimum, rated, and peak flows of the fire pump by controlling the quantity of water discharged through approved test devices.
- b) Testing shall be in accordance with NFPA 25 Section 8.3.

5. **MAINTENANCE / Fire Pumps**

- a) Records shall be maintained on all work performed on the pump, driver, controller, and auxiliary equipment.
- b) Maintenance shall be performed per manufacturer's recommendations for preventive maintenance. In the absence of manufacturer's recommendations for preventive maintenance, refer to NFPA 25, Table 8.5.3 for requirements.

F. CONTRACTOR'S RESPONSIBILITIES / BACKFLOW PREVENTION ASSEMBLIES

1. **INSPECTION / Backflow Prevention Assemblies**

- a) Inspection of backflow prevention assemblies shall be in accordance with NFPA 25 Section 12.6.

2. **TESTNG / Backflow Prevention Assemblies**

- a) All backflow preventers installed in fire protection system piping shall be tested annually in accordance with NFPA 25, Section 12.6.2.
- b) A forward flow test shall be conducted at the system demand, including hose stream demand, where hydrants or inside hose stations are located downstream of the backflow preventer.
- c) A backflow performance test shall be conducted as the completion of the forward flow test.

3. MAINTENANCE / Backflow Prevention Assemblies

- a) Maintenance of all backflow prevention assemblies shall be conducted following the manufacturer's instruction.

G. CONTRACTOR'S RESPONSIBILITIES / FIRE DEPARTMENT CONNECTIONS

1. Fire department connections shall be inspected quarterly. The inspection shall verify the following:

- a) The fire department connections are visible and accessible.
- b) Couplings or swivels are not damaged and rotate smoothly
- c) Plugs or caps are in place and in good condition.
- d) Gaskets are in place and in good condition.
- e) Identification signs are in place.
- f) The check valve is not leaking.
- g) The automatic drain valve is in place and operating properly.
- h) The fire department connection clapper(s) is in place and operating properly.

2. If fire department connection plugs or caps are not in place, the interior of the connection shall be inspected for obstructions, and it shall be verified that the fire department connection clapper is operational over its full range.

3. Components shall be repaired or replaced as necessary in accordance with the manufacturer's instructions. Any obstructions that are present shall be removed.

H. CONTRACTOR'S RESPONSIBILITIES / OBSTRUCTION INVESTIGATION

1. Obstruction investigation shall be performed in accordance to NFPA 25, Chapter 13

I. CONTRACTOR'S RESPONSIBILITIES / IMPAIRMENTS

1. Contractor shall perform in accordance to NFPA25, Chapter 14 in relation to Impairments, Emergency Impairments, and Preplanned Impairments.

J. CONTRACTOR'S RESPONSIBILITIES / ADDITIONAL INFORMATION / REQUIREMENTS

- 1. Contractor must perform work directly; sub-contracting is not permitted.
- 2. Contractor shall provide 24-hour on-call service.
- 3. Contractor shall provide the following response time for service calls:

- a) Emergency response – Two (2) hours
 - b) Non-Emergency response – 24 hours
4. Services are not limited to materials and surfaces as listed. HCS may request the Contractor to perform additional sprinkler system maintenance and testing services if it is determined to be necessary and is mutually agreed upon by both parties. Prices will be negotiated at that time.
 5. HCS will not compensate the Contractor for travel time to and from sites nor for return visits to correct deficiencies in the Contractor's work.
 6. HCS reserves the right to perform any work called for in this contract by HCS forces or other contractual means.
 7. Normal working hours shall be Monday through Friday, 8:00 am until 5:00 pm; HCS holidays and weekends excluded. Work performed during other normal working hours may be considered overtime in accordance with the contract. HCS will not be responsible for any overtime hours without prior written authorization by HCS.
 8. Any furniture, fixtures and equipment in the work area shall be covered/protected by Contractor at Contractor's expense. This includes tile or carpeted floors.

K. CONTRACTOR'S RESPONSIBILITIES / PORTABLE FIRE EXTINGUISHERS (PFE)

1. Maintenance, servicing, and recharging shall be performed by trained persons having available the appropriate servicing manual (s), the proper types of tools, recharge materials, lubricants, and manufacturer's recommended replacement pans or pans specifically listed for use in the fire extinguisher.
2. Contractor shall adhere to NFPA 10 "Standard for Portable Fire Extinguishers", accordingly. This shall be the criteria for Inspections, Repairs, Maintenance and Hydrostatic Testing of all portable fire extinguishers.

L. CONTRACTOR'S RESPONSIBILITIES/ PFE INSPECTIONS

1. **Frequency.** Fire extinguishers shall be inspected when initially placed in service. HCS Personnel will inspect thereafter at approximately 30-day intervals.
2. **Procedures.** Periodic inspection of fire extinguishers shall include a check of at least the following:
 - a) Location in designated place;
 - b) No obstruction to access or visibility;
 - c) Operating instructions on nameplate legible and facing outward;
 - d) Safety seals and tamper indicators not broken or missing;
 - e) Fullness determined by weighing or "hefting";
 - f) Examination for obvious physical damage, corrosion, leakage, or clogged nozzle;
 - g) Pressure gauge reading or indicator in the operable range or position;
 - h) Condition of tires, wheels, carriage, hose, and nozzle checked (for wheeled units);
 - i) HMIS label in place.
3. **Corrective Action.** When an inspection of any fire extinguisher reveals a deficiency in any of the conditions listed in Section 12.B, immediate corrective action shall be taken.

4. **Rechargeable Fire Extinguishers.** When an inspection of any rechargeable fire extinguisher reveals a deficiency in any of the conditions listed in Section 12.B. (c), (d), (e), (f), (g), and (h), it shall be subjected to applicable maintenance procedures.
5. **Non-rechargeable Dry Chemical Fire Extinguishers.** When an inspection of any non-rechargeable dry chemical fire extinguisher reveals a deficiency in any of the conditions listed in Section 12.B. (c), (e), (f), and (g), it shall be removed from further use, discharged, and destroyed at the direction of HCS or returned to the manufacturer.
6. **Non-rechargeable Halon Agent Fire Extinguishers.** When an inspection of any non-rechargeable fire extinguisher containing a halon agent reveals a deficiency in any of the conditions listed in Section 12.B. (c), (e), (f), and (g), it shall be removed from service, not discharged, and returned to the manufacturer. If the fire extinguisher is not returned to the manufacturer, it shall be returned to a fire equipment dealer or distributor to permit recovery of the halon.
7. **Inspection Recordkeeping.** A record of all fire extinguishers inspected, including those found to require corrective action, must be kept on a tag or label attached to the fire extinguisher, on an inspection checklist maintained on file or by an electronic method that provides a permanent record. This record shall be assessable to HCS upon request.

M. CONTRACTOR'S RESPONSIBILITIES/ PFE MAINTENANCE

1. **Frequency.** Fire extinguishers shall be subjected to maintenance at intervals of not more than one (1) year, at the time of hydrostatic test, or when specifically indicated by an inspection or electronic notification.
 - a) Stored-pressure types containing a loaded stream agent shall be disassembled on an annual basis and subjected to complete maintenance. Prior to disassembly, the fire extinguisher shall be fully discharged to check the operation of the discharge valve and pressure gauge. The loaded stream charge shall be permitted to be recovered and re-used, provided it is subjected to agent analysis in accordance with manufacturer's instructions.
 - b) A conductivity test shall be conducted annually on all carbon dioxide hose assemblies. Hose assemblies found to be nonconductive shall be replaced. Carbon dioxide hose assemblies that pass a conductivity test shall have the test information recorded on a suitable metallic label or equally durable material that has a minimum size of ½ inch x 3 inches. The label shall be affixed to the hose by means of a heatless process. The label shall include the following information:
 - i. Month and year the test was performed, indicated by perforation, such as is done by a hand punch;
 - ii. Name or initials of person performing the test and the name of the agency performing the test.
 - c) Pressure regulators provided with wheeled-type fire extinguishers shall be tested for outlet static pressure and flow rate in accordance with manufacturer's instructions.
 - d) Fire extinguishers removed from service for maintenance or recharge shall be replaced by a fire extinguisher suitable for the type of hazard being protected and shall be of at least equal rating.
2. **Procedures.** Maintenance procedures shall include a thorough examination of the basic elements of a fire extinguisher as determined below:
 - a) Mechanical parts of all fire extinguishers;
 - b) Extinguishing agent of cartridge-or-cylinder-operated dry chemical, stored-pressure, loaded stream, and pump tank fire extinguishers;

- c) Expelling means of all fire extinguishers.
- d) Internal examination during annual maintenance shall not be required for non-rechargeable fire extinguishers, carbon dioxide fire extinguishers, or stored-pressure fire extinguishers, except for those types specified in Section L.1 (a). These fire extinguishers shall be thoroughly examined externally in accordance with the applicable items of L.2 (a).
- e) **Seals or Tamper Indicators.** At the time of the maintenance, the tamper seal of rechargeable fire extinguishers shall be removed by operating the pull pin or locking device. After the applicable maintenance procedures are completed, a new tamper seal shall be installed
- f) **Six-Year Maintenance.** Every six (6) years, stored-pressure fire extinguishers that require a 12-year hydrostatic test shall be emptied and subjected to the applicable maintenance procedures. The removal of agent from halon agent fire extinguishers shall only be done using a listed halon closed recovery system. When the applicable maintenance procedures are performed during periodic recharging or hydrostatic testing, the 6-year requirement shall begin from that date.
 - i. Non-rechargeable fire extinguishers shall not be hydrostatically tested but shall be removed from service at a maximum interval of twelve (12) years from the date of manufacture. Non-rechargeable halon agent fire extinguishers shall be disposed in accordance with Section K.6.
- g) **Maintenance Recordkeeping.** Each fire extinguisher shall have a tag or label securely attached that indicates the month and year the maintenance was performed and that identifies the person performing the service.
 - i. Fire extinguishers that pass the applicable 6-year requirement of Section L.2 (f) shall have the maintenance information recorded on a suitable metallic label or equally durable material having a minimum size of 2" x 3 ½". The new label shall be affixed to the shell by a heatless process and any old maintenance labels shall be removed. These labels shall be of the self-destructive type when removal from a fire extinguisher is attempted. The label shall include the following information:
 - Month and year the maintenance was performed, indicated by a perforation such as is done by a hand punch;
 - Name or initials of the person performing the maintenance and name of the agency performing the maintenance.
 - ii. Each fire extinguisher that has undergone maintenance that includes internal examination or that has been recharged shall have a "Verification of Service" collar located around the neck of the container. The collar shall contain a single a circular piece of uninterrupted material forming a hole of a size that will not permit the collar assembly to move over the neck of the container unless the valve is completely removed. The collar shall not interfere with the operation of the fire extinguisher. The "Verification of Service" collar shall include the month and year the service was performed, indicated by a perforation such as is done by a hand punch.
 - iii. New extinguishers requiring an initial charge in the field (such as pressurized water extinguishers, AFFF, FFFP, or wet chemical) shall not be required to have a "Verification of Service" collar installed.

N. CONTRACTOR'S RESPONSIBILITIES / PFE Recharging

1. **General.** All rechargeable-type fire extinguishers shall be recharged after any use or as indicated by an inspection or when performing maintenance.
 - a) When performing the recharging, the recommendations of the manufacturer shall be followed.
 - b) The amount of recharge agent shall be verified by weighing. The recharged gross weight shall be the same as the gross weight that is marked on the label. For those fire extinguishers that do not have the gross weight marked on the label, a permanent label that indicates the gross weight shall be affixed to the cylinder. The label containing the gross weight shall be durable material of a pressure-sensitive, self-destruct type.
 - c) **Conversion of Fire Extinguisher Types.** No fire extinguisher shall be converted from one type to another, nor shall any fire extinguisher be converted to use a different type of extinguishing agent. Fire extinguishers shall not be used for any other purpose than that of a fire extinguisher.
 - d) **Leak Test.** After recharging, a leak test shall be performed on stored-pressure and self-expelling types of fire extinguishers.

2. **Frequency.**
 - a) **Pump Tank.** Every twelve (12) months, pump tank water and pump tank calcium chloride-based antifreeze types of fire extinguishers shall be recharged with new chemicals or water, as applicable.
 - b) **Wetting Agent.** The agent in stored-pressure wetting agent fire extinguishers shall be replaced annually. Only the agent specified on the nameplate shall be used for recharging. The use of water or other agents is prohibited.
 - c) **AFFF and FFFP.** The premixed agent in liquid charge-type AFFF (aqueous film-forming foam) and FFFP (film-forming fluoroprotein foam) fire extinguishers shall be replaced at least once every three (3) years. The agent in solid charge-type AFFF fire extinguishers shall be replaced once every five (5) years.
 - d) The agent in non-pressurized AFFF and FFFP fire extinguishers that is subjected to agent analysis in accordance with manufacturer's instructions shall not be required to comply with Section M. 2. (c) in this document.

3. **Procedures.**
 - a) **Recharge Agents.** Only those agents specified on the nameplate or agents proven to have equal chemical composition, physical characteristics, and fire extinguishing capabilities shall be used. Agents listed specifically for use with that fire extinguisher shall be considered to meet these requirements.
 - b) **Mixing of Dry Chemicals.** Multipurpose dry chemicals shall not be mixed with alkaline-based dry chemicals.
 - c) **Topping Off.** The remaining dry chemical in a discharged fire extinguisher shall be permitted to be re-used, provided that it is thoroughly checked for the proper type, contamination, and condition. Dry chemical found to be of the wrong type, or contaminated, shall not be re-used.
 - d) **Dry Chemical Agent Re-use.** Fire extinguishers removed for 6-year maintenance or hydrostatic testing shall be emptied. The dry chemical agent shall be permitted to be reused, provided a closed recovery system is used and the agent is stored in a sealed container to prevent contamination. Prior to re-use, the dry chemical shall be thoroughly checked for the proper type, contamination,

and condition. Where doubt exists with respect to the type, contamination, or condition of the dry chemical, the dry chemical shall be discarded.

- e) **Dry Powder.** Pails or drums containing dry powder agents for scoop or shovel application for use on metal fires shall be kept full and covered at all times. The dry powder shall be replaced if found damp.
- f) **Removal of Moisture.** For all non-water types of fire extinguishers, any moisture shall be removed before recharging.
- g) **Halogenated Agent.** Halogenated agent fire extinguishers shall be charged only with the proper type and weight of agent as specified on the nameplate.
- h) **Halogenated Agent Re-use.** The removal of Halon 1211 from fire extinguishers shall be done only using a listed halon closed recovery system. The removal of agent from other halogenated agent fire extinguishers shall be done only using a closed recovery system. The fire extinguisher shall be examined internally for contamination or corrosion, or both. The halogenated agent retained in the system recovery cylinder shall be re-used only if no evidence of internal contamination is observed in the fire extinguisher cylinder. Halogenated agent removed from fire extinguishers that exhibits evidence of internal contamination or corrosion shall be processed in accordance with the fire extinguisher manufacturer's instructions.
- i) **Carbon Dioxide.** The vapor phase of carbon dioxide shall be not less than 99.5 percent carbon dioxide. The water content of the liquid phase shall be not more than 0.01 percent by weight [-30°F (34.4°C) dew point]. Oil content of the carbon dioxide shall not exceed 10 ppm by weight.
- j) **Water Types.** When stored-pressure fire extinguishers are recharged, overfilling will result in improper discharge. The proper amount of liquid agent shall be determined by using one of the following methods:
 - i. Exact measurement by weight;
 - ii. Exact measurement in volume;
 - iii. An anti-overfill tube; or
 - iv. A fill mark on fire extinguisher shell.
- k) **Wet Chemical Agent Re-use.** These agents are not to be re-used. If a wet chemical extinguisher is partially discharged, all remaining wet chemical shall be discarded. Wet chemical agent shall be discarded and replaced at the hydrostatic test interval.

O. CONTRACTOR'S RESPONSIBILITIES – PFE Precautionary Pressurization Measures

1. **Pressure Gauges.** Replacement pressure gauges shall have the proper indicated charging (service) pressure, shall be marked for use with the agent in the fire extinguisher, and shall be compatible with the fire extinguisher valve body material.
2. **Stored-Pressure Fire Extinguishers.** A rechargeable stored-pressure-type fire extinguisher shall be pressurized only to the charging pressure specified on the fire extinguisher nameplate. A regulated source of pressure, set no higher than 25 psi (172 kPa) above the operating (service) pressure, shall be used to pressurize fire extinguishers. The gauge used to set the regulated source of pressure shall be calibrated at least annually.
3. **Pressurizing Gas.** Only standard industrial-grade nitrogen with a dew point of -60°F (-51°C) or lower shall be used to pressurize stored-pressure dry chemical and halogenated-type fire extinguishers.

- a) Class D and halocarbon fire extinguishers shall be re-pressurized only with the type of expellant gas referred to on the fire extinguisher label.

P. CONTRACTOR'S RESPONSIBILITIES – PFE Recharge Recordkeeping

1. Each fire extinguisher shall have a tag or label securely attached that indicates the month and year recharging was performed and that identifies the person performing the service. A "Verification of Service" collar shall be attached to the extinguisher.
2. Liquefied gas, halogenated agent, and carbon dioxide extinguishers that have been recharged without valve removal shall not be required to have a "Verification of Service" collar installed following recharge.
3. Cartridge and cylinder-operated extinguishers shall not be required to have a "Verification of Service" collar installed.

Q. CONTRACTOR'S RESPONSIBILITIES – Hydrostatic Testing

1. Hydrostatic Testing – General.

- a) A hydrostatic test shall always include both an internal and external visual examination of the cylinder.
- b) Hydrostatic testing shall be conducted using water or some other non-compressible fluid as the test medium. Air or other gases shall not be used as the sole medium for pressure testing. All air shall be vented prior to hydrostatic testing to prevent violent and dangerous failure of the cylinder.
- c) If, at any time, a fire extinguisher shows evidence of dents, mechanical injury, or corrosion to the extent as to indicate weakness, it shall be condemned or hydrostatically retested subject to the provisions of Section K.6; the exception is for pump tanks, which this provision does not apply.
- d) Non-rechargeable fire extinguishers other than halogenated agent types shall not be required to comply with Section P.1. (c), but shall be discharged and discarded where the fire extinguisher shows evidence of dents, mechanical injury, or corrosion to the extent of indicating weakness.
- e) Non-rechargeable halon agent-type fire extinguishers shall not be required to comply with Section P.c.
- f) **Examination of Cylinder Condition.** Where a fire extinguisher cylinder or shell has one or more of the following conditions, it shall not be hydrostatically tested, but shall be condemned or destroyed:
 - i. Where repairs by soldering, welding, brazing, or use of patching compounds exist;
 - ii. Where the cylinder threads are worn, corroded, broken, cracked, no nicked;
 - iii. Where there is corrosion that has caused pitting, including pitting under a removable nameplate or nameband assembly;
 - iv. Where the fire extinguisher has been burned in a fire;
 - v. Where a calcium chloride-type of extinguishing agent was used in a stainless steel fire extinguisher;

- vi. Where the depth of a dent exceeds 1/10 of the greatest dimension of the dent if not in a weld, or exceeds ¼ in. (0.6 cm) if the dent includes a weld;
 - vii. Where any local or general corrosion, cuts, gouges, or dings have removed more than 10 percent of the minimum cylinder wall thickness; and/or
 - viii. Where a fire extinguisher has been used for any purpose other than that of a fire extinguisher.
- g)** When a fire extinguisher cylinder, shell, or cartridge fails a hydrostatic pressure test, or fails to pass a visual examination as specified in Section P.!(f), it shall be condemned or destroyed. When a cylinder is required to be condemned, the Contractor shall notify HCS in writing that the cylinder is condemned and that it cannot be re-used. Condemned cylinders shall be stamped "CONDEMNED" on the top, head, shoulder, or neck with a steel stamp. Minimum letter height shall be 1/8 in. (0.3 cm).
- i. A condemned cylinder shall not be repaired. No person shall remove or obliterate the "condemned" marking.
- h) Aluminum Shell Cylinder.** Fire extinguishers having aluminum cylinders or shells suspected of being exposed to temperatures in excess of 350°F (177°C) shall be removed from service and subjected to a hydrostatic test.
- i) Frequency.** At intervals not exceeding those specified in Table J, fire extinguishers shall be hydrostatically retested. The hydrostatic retest shall be conducted within the calendar year of the specified test interval. In no case shall an extinguisher be recharged if it is beyond its specified retest date. (For non-rechargeable fire extinguishers, see Section M.3.(a).

Table J Hydrostatic Test Interval for Extinguishers

Extinguisher Type	Test Interval (years)
Stored-pressure water, loaded stream, and/or antifreeze	5
Wetting agent	5
AFFF (aqueous film-forming foam)	5
FFFP (film-forming fluoroprotein foam)	5
Dry chemical with stainless steel shells	5
Carbon Dioxide	5
Wet Chemical	5
Dry chemical, stored-pressure, with mild steel shells, brazed brass shells, or aluminum shells	12
Dry chemical, cartridge-or cylinder-operated, with mild steel shells	12
Halogenated agents	12
Dry powder, stored-pressure, cartridge or cylinder-operated, with mild steel shells	12

- ii. Nitrogen cylinders, argon cylinders, carbon dioxide cylinders, or cartridges used for inert gas storage that are used as an expellant for wheeled fire extinguishers and carbon dioxide extinguishers shall be hydrostatically tested every five (5) years.
- iii. Cylinders (except those charged with carbon dioxide) complying with 49 CFR 173 € 16 shall be permitted to be hydrostatically tested every ten (1) years in lieu of the requirement in Section P.(j) ii.

- iv. Cartridges not exceeding 2 in. (5.1 cm) outside diameter and having a length less than 2 ft. (0.61m) shall be exempt from periodic hydrostatic retest.
- v. Cartridges with DOT stamp 3ED shall be exempt from periodic hydrostatic re-test.
- vi. A hydrostatic test shall be performed on fire extinguisher hose assemblies equipped with a shutoff nozzle at the end of the hose. The test interval shall be the same as specified for the fire extinguisher on which the hose is installed.
- vii. High-pressure and low-pressure accessory hose (other than agent discharge hose) used on wheeled extinguishers shall be hydrostatically tested. The test interval shall be the same as that specified for the fire extinguisher agent cylinder on which the hose is installed.

R. CONTRACTOR'S RESPONSIBILITIES – Test Pressures

1. **High Pressure Cylinders.** DOT 3A, 3AA, OR 3AL cylinders used as carbon dioxide extinguishers or nitrogen cylinders, argon cylinders, or carbon dioxide cylinders that are used with wheeled extinguishers shall be tested at 5/3 the service pressure as stamped into the cylinder.
 - a) Carbon dioxide fire extinguishers having cylinder specification ICC3 shall be tested at 3,000 PSI.
2. **Hose Assemblies.** Carbon dioxide hose assemblies requiring a hydrostatic pressure test shall be tested at 1,259 ps.
 - a) Dry chemical, dry powder, water, foam, and halogenated agent discharge hose assemblies requiring a hydrostatic pressure test shall be tested at 300 psi or at service pressure, whichever is higher.
 - b) Low-pressure accessory hose used on wheeled extinguishers shall be tested at 300 psi.
 - c) High-pressure accessory hose used on wheeled extinguishers shall be tested at 3,000 psi.
3. **Low-Pressure Cylinders.**
 - a) **Stored-Pressure Types.** Stored –pressure fire extinguishers shall be hydrostatically tested to the pressure specified on the extinguisher nameplate. Where there is no pressure specified on the extinguisher nameplate, the extinguisher shall be tested at the factory test pressure, not to exceed three (3) times the normal operating pressure. Fire extinguishers that are required to be returned to the manufacturer for recharging shall be hydrostatically tested only by the manufacturer.
 - b) **Cartridge-Operated Types.** Cartridge or cylinder-operated dry chemical and dry powder types of extinguishers shall be hydrostatically tested at their original factory test pressure as shown on the nameplate or shell.

S. CONTRACTOR'S RESPONSIBILITIES – Kitchen Hood Inspections and Fire Suppression Systems

Inspections, tests, and maintenance on kitchen ventilation hoods and fire suppression systems shall be performed in accordance with the manufacturer's instructions, NFPA 17 (latest edition), 17a (latest edition), 72 (latest edition), and NFPA 96 (latest edition). The following list highlights minimum requirements for the essential care of kitchen ventilation hoods and fire suppression systems. This list, however, is not meant to replace manufacturer's instructions and updated code requirements.

Monthly and annual maintenance tags shall be attached to each fire suppression system for recording the inspector's initials, date, and confirmation on maintenance/inspections performed. Where fusible links are used, the manufacture and the installation dates for the links shall be marked on the system inspection tag. In addition, a signed and dated log of maintenance and a certificate showing date of exhaust system inspection or cleaning shall be available to the HCS Coordinator of Maintenance.

DESCRIPTION	ACTIVITY	FREQUENCY	NFPA REFERENCE
Extinguishing system nozzles are located directly above grease producing equipment	Inspection	HCS	17A:7.2.2 17:11.2.1.1
The <i>Manual</i> actuators are unobstructed	Inspection	HCS	17A:7.2.2 17:11.2.1.1
The tamper indicator's and seals are intact	Inspection	HCS	17A:7.2.2 17:11.2.1.1
The maintenance tag or certificate in place	Inspection	HCS	17A:7.2.2 17:11.2.1.1
No obvious physical damage or condition exists that might prevent operation	Inspection	HCS	17A:7.2.2 17:11.2.1.1
The pressure gauge(s) are in operable range	Inspection	HCS	17A:7.2.2 17:11.2.1.1
The nozzle blow-off caps are intact and undamaged	Inspection	HCS	17A:7.2.2 17:11.2.1.1
Neither protected equipment nor hazard has been replaced, modified, or relocated	Inspection	HCS	17A:7.2.2 17:11.2.1.1
Gas and electric power shut-off are operational	Test	Semi-annually	17:11.3.1.4
Water-wash hood cleaning systems are operational in conjunction with hoods protected by sprinkler systems	Test	N/A	96:11.2.1
Remove grease from exhaust system	Maintenance	Annually	96:11.3, 96:11.4
Recirculating systems operation and safety interlocks perform in accordance with mfg's instructions	Test	Every 6 months or more frequently if needed	96:13.6.5
Recirculating systems. Clean entire hood Plenum and blower section	Maintenance	Annually	96:13.6.4
Fixed temperature sensing elements of the fusible alloy type	Replace	Annually	17:11.3.2, 17A:7.3.2.3 96:8.2.1.2

Clean fixed temperature sensing elements other than the fusible metal alloy type	Maintenance	Annually	17:11.3.3.3, 17A:7.3.4
Manual release stations are operational and send a signal to the building fire alarm control panel	Test	Semi-annually	17:11.3.1.4, 17A:7.3.2.3
Automatic release devices are operational and send a signal to the building fire alarm control panel	Test	Semi-annually	17:11.3.1.4, 17A:7.3.2.3
Water flow, valve tamper, and low water pressure cutoffs are operational	Test	N/A	72:Table 7-2.2 – 13i
Examine detectors, expellant gas containers, agent containers, releasing devices, piping, hose assemblies, nozzles, signals, and all auxiliary equipment	Maintenance	Semi-annually	17:11.3.1.17A: 7.3.2.3
Verify that the agent distribution piping is not obstructed	Test	Semiannually	17:11.3.1.17A: 3.2.1
Examine dry chemical in stored pressure systems for caking	Inspection	N/A	17:11.3.1
Hydrostatic pressure test on wet and dry chemical extinguishing systems (agent containers, aux. pressure containers, hose assemblies)	Test	Every 12 years	17:11.5.1 17A: 7.5.1

DELIVERY AND FOB REQUIREMENTS– All shipments shall be F.O.B. destination, freight prepaid and Allowed to the district locations specified in the purchase order or purchasing card authorization. The term FOB destination shall mean delivered and unloaded at either the delivery location, with all charges for transportation and unloading paid by Contractors. These charges are to be included in the price of the product, not invoiced separately by Contractors.

DELIVERY TIME: All items and associated services shall be made between the hours of 7:30 am and 5:00 pm EST, Monday through Friday, except for District closures, unless the contractor and ordering school mutually agree upon another time frame. The approved student calendar is available online at the URL: <http://www.horrycountyschools.net> , then select Our Schools, Student Calendars under the About Us.

QUALITY – NEW (JAN 2006): All items must be new. [03-3060-1]

IV. INFORMATION FOR OFFERORS TO SUBMIT:

INFORMATION FOR OFFERORS TO SUBMIT – GENERAL (MAR 2015): Offeror shall submit a signed Cover Page and Amendments (if applicable). Offeror should submit all other information and documents requested in this part and in parts II.B. Special Instructions; III. Scope of Work; V. Qualifications; VIII. Bidding Schedule/Price Proposal; and any appropriate attachments addressed in section IX. Attachments to Solicitations. [04-4010-2]

Offers shall include the following with their response:

1. A list of references from at least three (3) commercial accounts the Offeror has performed or is currently performing a similar or larger scale scope of work within the past two (3) years. Provide the name of the business, address, contact person, telephone and/or email address. HCSD reserves the right to contact references provided. The District prefers that Horry County Schools not be listed as references. The District reserves the right to contact any, all or none of the references provided pursuant to this section.
2. Offeror shall list all contact information of the local representative who will be performing under this contract.
3. List of failed projects, suspensions, debarments, and significant litigation. If none exists, include a statement stating such, indicate your response on page two of solicitation.

SUBMITTING REDACTED OFFERS (MODIFIED): You are required to mark the original copy of your offer to identify any information that is exempt from public disclosure. You must do so in accordance with the clause entitled "Submitting Confidential Information." In addition, you must also submit one complete copy of your offer from which you have removed any information that you marked as exempt, i.e., a redacted copy. The information redacted should mirror in every detail the information marked as exempt from public disclosure. The redacted copy should (i) reflect the same pagination as the original, (ii) show the empty space from which information was redacted, and (iii) be submitted on a CDThumb/Flash Drive. Except for the redacted information, the CD must be identical to the original hard copy. Portable Document Format (.pdf) is preferred. Redacted copy must be readily accessible to copy or print by HSC.

V. QUALIFICATIONS:

QUALIFICATION OF OFFEROR (MAR 2015): (1) To be eligible for award, you must have the capability in all respects to perform fully the contract requirements and the integrity and reliability which will assure good faith performance. We may also consider a documented commitment from a satisfactory source that will provide you with a capability. We may consider information from any source at any time prior to award. We may elect to consider (i) key personnel, any predecessor business, and any key personnel of any predecessor business, including any facts arising prior to the date a business was established, and/or (ii) any subcontractor you identify. (2) You must promptly furnish satisfactory evidence of responsibility upon request. Unreasonable failure to supply requested information is grounds for rejection. (3) **Corporate subsidiaries are cautioned that the financial capability of an affiliated or parent company will not be considered in determining financial capability;** however, we may elect to consider any security, e.g., letter of credit, performance bond, parent company corporate guaranty, that you offer to provide Instructions and forms to help assure acceptability are posted on procurement.sc.gov, link to "Standard Clauses & Provisions." [05-5005-2]

1. Offeror shall have a minimum of five (5) years' experience in maintenance, inspection and testing of FIRE EXTINGUISHERS, FIRE SUPPRESSION SYSTEMS, and FIRE ALARM SYSTEM CONTROL EQUIPMENT (as applicable to LOT(s) that bid(s) are submitted for).

VI. AWARD CRITERIA:

AWARD BY LOT (JAN 2006): Award will be made by complete lot(s). [06-6015-1]

AWARD CRITERIA – BIDS: Award will be made to the lowest responsible and responsive bidder(s). [06-6020-1]

AWARD TO MULTIPLE OFFERORS: Award may be made to more than one Offeror. [06-6035-1]

CALCULATING THE LOW BID: The criteria listed below is for evaluation purposes only. The total contract quantity is not known. The District does not guarantee that the District will buy any specified item or total amount.

LOT A - Award will be made to LOT A based on the TOTAL of Annual Fire Sprinkler Inspections plus the TOTAL for fifty (50) hours of normal labor hours plus the TOTAL for twenty-five (25) hours of overtime labor hours.

LOT B - Award will be made to LOT B based on the TOTAL of the following:

- 3600 PFE Inspections
- 50 Kitchen Hood (large) Cleanings
- 100 Fusible Link Replacements
- 10 Hydro Tests
- 25 Recharge / 5 lbs. ABC
- 25 Recharge / 10 lbs. ABC
- 10 Replacement Fire Extinguishers (NEW) / 5 lbs. ABC
- 10 Replacement Fire Extinguishers (NEW) / 10 lbs. ABC

COMPETITION FROM PUBLIC ENTITIES (JAN 2006) : If a South Carolina governmental entity submits an offer, the Procurement Specialist will, when determining the lowest offer, add to the price provided in any offers submitted by non-governmental entities a percentage equivalent to any applicable sales or use tax. S.C. Code Ann. Regs 117-304.1 (Supp. 2004) [06-6057-1]

UNIT PRICE GOVERNS (JAN 2006): In determining award, unit prices will govern over extended prices unless otherwise stated. [06-6075-1]

VII. TERMS AND CONDITIONS – A. GENERAL:

ASSIGNMENT, NOVATION AND CHANGE OF NAME, IDENTITY, OR STRUCTURE (FEB 2015): (a) Contractor shall not assign this contract, or its rights, obligations, or any other interest arising from this contract, or delegate any of its performance obligations, without the express written consent of the responsible Procurement Specialist. The foregoing restriction does not apply to a transfer that occurs by operation of law (e.g., bankruptcy; corporate reorganizations and consolidations, but not including partial asset sales). Notwithstanding the foregoing, contractor may assign monies receivable under the contract provided that the state shall have no obligation to make payment to an assignee until thirty days after contractor (not the assignee) has provided the responsible Procurement Specialist with (i) proof of the assignment, (ii) the identity (by contract number) of the specific state contract to which the assignment applies, and (iii) the name of the assignee and the exact address or account information to which assigned payments should be made. (b) If contractor amends, modifies, or otherwise changes its name, its identity (including its trade name), or its corporate, partnership or other structure, or its FEIN, contractor shall provide the Procurement Specialist prompt written notice of such change. (c) Any name change, transfer, assignment, or novation is subject to the conditions and approval required by Regulation 19-445.2180, which does not restricts transfers by operation of law. [07-7A004-2]

AFFIRMATIVE ACTION: During the term of the contract, contractors will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees, without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap. The following are incorporated herein by reference: 41 C.F.R. 60-1.4, 60-250.4 and 60-741.4.

BANKRUPTCY – GENERAL (FEB 2015): (a) Notice. In the event the Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, the Contractor agrees to furnish written notification of the bankruptcy to Horry County Schools. This notification shall be furnished within two (2) days of the initiation of the proceedings relating to the bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of all HCS contracts against which final payment has not been made.

This obligation remains in effect until final payment under this Contract. (b) Termination. This contract is cancellable and subject to immediate termination by HCS upon the contractor's insolvency, including the filing of proceedings in bankruptcy. [07-7A005-2]

CHOICE-OF-LAW (JAN 2006): The Agreement, any dispute, claim, or controversy relating to the Agreement, and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina, except its choice of law rules. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation. [07-7A010-1]

CONTRACT DOCUMENTS & ORDER OF PRECEDENCE (FEB 2015): (a) Any contract resulting from this solicitation shall consist of the following documents: (1) a Record of Negotiations, if any, executed by you and the Procurement Specialist, (2) the solicitation, as amended, (3) documentation of clarifications or discussions of an offer, if applicable, (4) your offer, (5) any statement reflecting HCS' final acceptance (a/k/a "award"), and (6) purchase orders. These documents shall be read to be consistent and complimentary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed above. (b) The terms and conditions of documents (1) through (5) above shall apply notwithstanding any additional or different terms and conditions in any other document, including without limitation (i) a purchase order or other instrument submitted by HCS or (ii) any invoice or other document submitted by Contractor, or (iii) any privacy policy, terms of use, or end user agreement. Except as otherwise allowed herein, the terms and conditions of all such documents shall be void and of no effect. (c) No contract, license, or other agreement containing contractual terms and conditions will be signed by HCS. Any document signed or otherwise agreed to by persons other than the Chief Procurement Officer shall be void and of no effect. [07-7A015-2]

CONTRACT VIOLATION: During the term of the contract, contractors who violate this contract will be considered in breach and subject to cancellation for cause. Contractors may be suspended or debarred from doing business with the District. Examples of vendor violations, include, but are not limited to: (1) Adding items to the contract without approval (2) Increasing contract price without approval. (3) Misrepresentation of the contract to any District entity.

DISCOUNT FOR PROMPT PAYMENT (JAN 2006): (a) Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of the award, and will be taken if payment is made within the discount period indicated in the offer by the Offeror. As an alternative to offering a discount for prompt payment in conjunction with the offer, Offerors awarded contracts may include discounts for prompt payment on individual invoices. (b) In connection with any discount offered for prompt payment, time shall be computed from the date of the invoice. If the Contractor has not placed a date on the invoice, the due date shall be calculated from the date the designated billing office receives a proper invoice, provided HCS annotates such invoice with the date of receipt at the time of receipt. For the purpose of computing the discount earned, payment shall be considered to have been made on the date that appears on the payment check or, for an electronic funds transfer, the specified payment date. When the discount date falls on a Saturday, Sunday, or a legal holiday when Federal Government offices are closed and Government business is not expected to be conducted, payment may be made on the following business day. [07-7A020-1]

DISPUTES (JAN 2006): (1) Choice-of-Forum. All disputes, claims, or controversies relating to the Agreement shall be resolved exclusively by the appropriate Chief Procurement Officer in accordance with Title 11, Chapter 35, Article 17 of the South Carolina Code of Laws, or in the absence of jurisdiction, only in the Court of Common Pleas for, or a federal court located in, Florence County, State of South Carolina. Contractor agrees that any act by the Government regarding the Agreement is not a waiver of either the Government's sovereign immunity or the Government's immunity under the Eleventh Amendment of the United States Constitution. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation. (2) Service of Process. Contractor consents that any papers, notices, or process necessary or proper for the initiation or continuation of any disputes, claims, or controversies relating to the Agreement; for any court action in connection therewith; or for the entry of judgment on any award made, may be served on Contractor by certified mail (return receipt requested) addressed to Contractor at the address provided as the Notice Address on Page Two or by personal service or by any other manner that is permitted by law, in or outside South Carolina. Notice by certified mail is deemed duly given upon deposit in the United States mail. [07-7A025-1]

EQUAL OPPORTUNITY (JAN 2006): Contractor is referred to and shall comply with all applicable provisions, if any, of Title 41, Part 60 of the Code of Federal Regulations, including but not limited to Sections 60-1.4, 60-4.2, 60-4.3, 60-250.5(a), and 60-741.5(a), which are hereby incorporated by reference. [07-7A030-1]

FALSE CLAIMS (JAN 2006): According to the S.C. Code of Laws § 16-13-240, "a person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property is guilty" of a crime. [07-7A035-1]

FIXED PRICING REQUIRED (JAN 2006): Any pricing provided by contractor shall include all costs for performing the work associated with that price. Contractor's price shall be fixed for the duration of this contract, including option terms, except as otherwise provided in this solicitation. This clause does not prohibit contractor from offering lower pricing after award. [07-7A040-1]

NO INDEMNITY OR DEFENSE (FEB 2015): Any term or condition is void to the extent it requires HCS to indemnify, defend, or pay attorney's fees to anyone for any reason. [07-7A045-2]

NOTICE (JAN 2006): (A) After award, any notices shall be in writing and shall be deemed duly given (1) upon actual delivery, if delivery is by hand, (2) upon receipt by the transmitting party of automated confirmation or answer back from the recipient's device if delivery is by telex, telegram, facsimile, or electronic mail, or (3) upon deposit into the United States mail, if postage is prepaid, a return receipt is requested, and either registered or certified mail is used. (B) Notice to contractor shall be to the address identified on Cover Page. Notice to HCS shall be to the Procurement Specialist's address on the Cover Page. Either party may designate a different address for notice by giving notice in accordance with this paragraph. [07-7A050-1]

OPEN TRADE (JUN 2015): During the contract term, including any renewals or extensions, Contractor will not engage in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300. [07-7A053-1]

PAYMENT & INTEREST (FEB 2015): HCS shall pay the Contractor, after the submission of proper invoices or vouchers, the prices stipulated in this contract for supplies delivered and accepted or services rendered and accepted, less any deductions provided in this contract. Unless otherwise specified herein, including the purchase order, payment shall not be made on partial deliveries accepted by HCS. (b) Unless otherwise provided herein, including the purchase order, payment will be made by check mailed to the payment address on "Page Two." (c) Notwithstanding any other provision, payment shall be made in accordance with S.C. Code Section 11-35-45, or Chapter 6 of Title 29 (real property improvements) when applicable, which provides the Contractor's exclusive means of recovering any type of interest from the Owner. Contractor waives imposition of an interest penalty unless the invoice submitted specifies that the late penalty is applicable. Except as set forth in this paragraph, HCS shall not be liable for the payment of interest on any debt or claim arising out of or related to this contract for any reason. (d) Amounts due to HCS shall bear interest at the rate of interest established by the South Carolina Comptroller General pursuant to Section 11-35-45 ("an amount not to exceed fifteen percent each year"), as amended, unless otherwise required by Section 29-6-30. (e) Any other basis for interest, including but not limited to general (pre- and post-judgment) or specific interest statutes, including S.C. Code Ann. § 34-31-20, are expressly waived by both parties. If a court, despite this agreement and waiver, requires that interest be paid on any debt by either party other than as provided by items (c) and (d) above, the parties further agree that the applicable interest rate for any given calendar year shall be the lowest prime rate as listed in the first edition of the Wall Street Journal published for each year, applied as simple interest without compounding. (f) The District shall have all of its common law equitable and statutory rights of set-off. [07-7A055-3]

PAYMENT WITH PROPER INVOICE: Invoices submitted for payment for goods or services provided under this contract shall contain, as a minimum, the following information:

- Name of business concern
- Contract number or other authorization for delivery of service or property
- Complete description per individual line item
- Price and quantity of property or service actually delivered or executed
- Shipping and payment terms.

- Name where applicable
- Title, telephone number and complete mailing address of responsible official to whom payment is to be sent; and
- Other substantiating documentation of information as required by the contract.

Invoices shall be provided to Horry County Schools at the address below. An itemized invoice shall be provided even if payment is made with a District purchase card.

Horry County Schools
 Attn: Facilities Jo Anne McCrackin
 1160 E. Hwy. 501
 Conway, SC 29526
 Email: jmccrackin@horrycountyschools.net

During the term of the contract, if the District identifies items that have been overcharged, the contractor shall reimburse the District the difference in the overcharge(s) plus an additional ten percent of the overages. Repeated instances of overcharging the HCS's may result in the contract being terminated.

PUBLICITY (JAN 2006): Contractor shall not publish any comments or quotes HCS employees, or include HCS in either news releases or a published list of customers, without the prior written approval of the Procurement Specialist. [07-7A060-1]

PURCHASE ORDERS (JAN 2006): CONTRACTOR SHALL NOT PERFORM ANY WORK PRIOR TO THE RECEIPT OF A PURCHASE ORDER FROM HORRY COUNTY SCHOOLS. The District shall order any supplies or services to be furnished under this contract by issuing a purchase order. Purchase orders may be used to elect any options available under this contract, e.g., quantity, item, delivery date, payment method, but are subject to all terms and conditions of this contract. Purchase orders may be electronic. No particular form is required. An order placed pursuant to the purchasing card provision qualifies as a purchase order. [07-7A065-1]

SURVIVAL OF OBLIGATIONS (JAN 2006): The Parties' rights and obligations which, by their nature, would continue beyond the termination, cancellation, rejection, or expiration of this contract shall survive such termination, cancellation, rejection, or expiration, including, but not limited to, the rights and obligations created by the following clauses: Indemnification - Third Party Claims, Intellectual Property Indemnification, and any provisions regarding warranty or audit. [07-7A075-1]

RECORDS RETENTION AND RIGHT TO AUDIT: Horry County Schools has the right to audit the books and records of the vendors they pertain to this purchase order, both independent of, and pursuant to, the District Procurement Code. Such books and records shall be maintained for three (3) years from the date of final payment under the purchase order.

The District may conduct, or have conducted, performance audits of the vendor. The District may conduct, or have conducted, audits of specific requirements of this bid as determined necessary by the District.

Pertaining to all audits, vendor shall make available to the District access to its computer files containing the history of purchase order performance and all other documents related to the audit. Additionally, any software used by the vendor shall be made available for auditing purposes at no cost to the District.

TAXES (JAN 2006): Any tax the contractor may be required to collect or pay upon the sale, use or delivery of the products shall be paid by HCS, and such sums shall be due and payable to the contractor upon acceptance. Any personal property taxes levied after delivery shall be paid by HCS. It shall be solely HCS' obligation, after payment to contractor, to challenge the applicability of any tax by negotiation with, or action against, the taxing authority. Contractor agrees to refund any tax collected, which is subsequently determined not to be proper and for which a refund has been paid to contractor by the taxing authority. In the event that the contractor fails to pay, or delays in paying, to any taxing authorities, sums paid by HCS to contractor, contractor shall be liable to HCS for any loss (such as the assessment of additional interest) caused by virtue of this failure or delay. Taxes based on Contractor's net income or assets shall be the sole responsibility of the contractor. [07-7A080-1]

TERMINATION DUE TO UNAVAILABILITY OF FUNDS (JAN 2006): Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefore. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled. In the event of a cancellation pursuant to this paragraph, contractor will be reimbursed the resulting unamortized, reasonably incurred, nonrecurring costs. Contractor will not be reimbursed any costs amortized beyond the initial contract term. [07-7A085-1]

THIRD PARTY BENEFICIARY (JAN 2006): This Contract is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Contract as a third party beneficiary or otherwise. [07-7A090-1]

WAIVER (JAN 2006): HCS does not waive any prior or subsequent breach of the terms of the Contract by making payments on the Contract, by failing to terminate the Contract for lack of performance, or by failing to strictly or promptly insist upon any term of the Contract. Only the Procurement Specialist has actual authority to waive any of HCS' rights under this Contract. Any waiver must be in writing. [07-7A095-1]

VII. TERMS AND CONDITIONS – B. SPECIAL:

ACCEPTANCE OF OFFERS 10% BELOW PRICE: If the district is offered the exact same item on the exact same terms and conditions as those provided under this contract by a vendor other than the contractor (the "alternate vendor") for a price that is at least ten percent less than the contract price, the district may purchase those items from the alternate vendor if the contractor does not agree to meet the offered price. Any acquisition pursuant to this clause must be documented by the Procurement Specialist in sufficient detail to satisfy the requirements of an external audit.

BANKRUPTCY – DISTRICT INFORMATION (FEB 2015): (a) All District information (as defined in the clause herein entitled "Information Security - Definitions") shall belong exclusively to the District, and Contractor has no legal or equitable interest in, or claim to, such information. Contractor acknowledges and agrees that in the event Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, District information in its possession and/or under its control will not be considered property of its bankruptcy estate.

(b) Contractor agrees to notify the District within forty-eight (48) hours of any determination that it makes to file for bankruptcy protection, and Contractor further agrees to turn over to the District, before such filing, all District information that is in Contractor's possession in a format that can be readily utilized by the District.

(c) In order to protect the integrity and availability of District information, Contractor shall take reasonable measures to evaluate and monitor the financial circumstances of any subcontractor that will process, store, transmit or access District information. [07-7B007-1]

CHANGES (JAN 2006): (1) Contract Modification. By a written order, at any time, and without notice to any surety, the Procurement Specialist may, subject to all appropriate adjustments, make changes within the general scope of this contract in any one or more of the following:

- (a) Drawings, designs, or specifications, if the supplies to be furnished are to be specially manufactured for HCS in accordance therewith;
- (b) Method of shipment or packing;
- (c) Place of delivery;
- (d) Description of services to be performed;
- (e) Time of performance (i.e., hours of the day, days of the week, etc.); or,
- (f) Place of performance of the services.
- (g) Product upgrades and new products that are offered by manufacturer.

Subparagraphs (a) to (c) apply only if supplies are furnished under this contract. Subparagraphs (d) to (f) apply only if services are performed under this contract.

(2) Adjustments of Price or Time for Performance. If any such change increases or decreases the contractor's cost of, or the time required for, performance of any part of the work under this contract, whether or not changed by the order, an adjustment shall be made in the contract price, the delivery schedule, or both, and the contract modified in writing accordingly. Any adjustment in contract price made pursuant to this clause shall be determined in accordance with the Price Adjustment Clause of this contract. Failure of the parties to agree to an adjustment shall not excuse the contractor from proceeding with the contract as changed, provided that the District promptly and duly make such provisional adjustments in payment or time for performance as may be reasonable. By proceeding with the work, the contractor shall not be deemed to have prejudiced any claim for additional compensation, or an extension of time for completion.

(3) Time Period for Claim. Within 30 days after receipt of a written contract modification under Paragraph (1) of this clause, unless such period is extended by the Procurement Specialist in writing, the contractor shall file notice of intent to assert a claim for an adjustment. Later notification shall not bar the contractor's claim unless the District is prejudiced by the delay in notification.

(4) Claim Barred After Final Payment. No claim by the contractor for an adjustment hereunder shall be allowed if notice is not given prior to final payment under this contract. [07-7B025-1 Revised 2017 06]

CISG (JAN 2006): The parties expressly agree that the UN Convention on the International Sale of Goods shall not apply to this agreement. [07-7B030-1]

COMPLIANCE WITH LAWS (JAN 2006): During the term of the contract, contractor shall comply with all applicable provisions of laws, codes, ordinances, rules, regulations, and tariffs. [07-7B035-1]

CONFERENCE – PRE-PERFORMANCE (JAN 2006): Unless waived by the Procurement Specialist, a pre-performance conference between the contractor, district and Procurement Specialist shall be held at a location selected by the district within five (5) days after final award, and prior to commencement of work under the contract. The responsibilities of all parties involved will be discussed to assure a meeting of the minds of all concerned. The successful contractor or his duly authorized representative shall be required to attend at contractor's expense. [07-7B040-1]

CONTRACT LIMITATIONS (JAN 2006): No sales may be made pursuant to this contract for any item or service that is not expressly listed. No sales may be made pursuant to this contract after expiration of this contract. Violation of this provision may result in termination of this contract and may subject contractor to suspension or debarment. [07-7B045-1]

CONTRACTOR'S LIABILITY INSURANCE – GENERAL (FEB 2015) (MODIFIED):(a) Without limiting any of the obligations or liabilities of Contractor, Contractor shall procure from a company or companies lawfully authorized to do business in South Carolina and with a current A.M. Best rating of no less than A: VII, and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work and the results of that work by the contractor, his agents, representatives, employees or subcontractors.

(b) Coverage shall be at least as broad as:

(1) Commercial General Liability (CGL): Insurance Services Office (ISO) Form CG 00 01 12 07 covering CGL on an "occurrence" basis, including products-completed operations, personal and advertising injury, with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, the general aggregate limit shall be twice the required occurrence limit. This contract shall be considered to be an "insured contract" as defined in the policy.

(2) Auto Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limits no less than \$1,000,000 per accident for bodily injury and property damage.

(3) Worker's Compensation: As required by the State of South Carolina, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

(c) Horry County Schools, and the officers, officials, employees and volunteers, must be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used.

(d) For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance as respects the District, and the officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the District, or the officers, officials, employees and volunteers, shall be excess of the Contractor's insurance and shall not contribute with it.

(e) Prior to commencement of the work, the Contractor shall furnish the District if requested with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this section. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by this section, at any time.

(f) Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. In addition, the Contractor shall notify the District immediately upon receiving any information that any of the coverages required by this section are or will be changed, cancelled, or replaced.

(g) Contractor hereby grants to the District a waiver of any right to subrogation which any insurer of said Contractor may acquire against the District by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer.

(h) Any deductibles or self-insured retentions must be declared to and approved by the District. The District may require the Contractor to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

(i) The District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances. [07-7B056-2]

CONTRACTOR PERSONNEL (JAN 2006): The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them. [07-7B060-1]

CONTRACTOR PERSONNEL – OBLIGATION: Contractors are responsible for the conduct of their employees, representatives and agents and for their subcontractors' and sub-subcontractors' employees, representative and agents. Suppliers are considered contractors, subcontractors or sub-subcontractors when the performance of their work (including deliveries) is conducted on District property. All such businesses/individuals shall comply with the following:

1. No drugs, alcohol, tobacco products, knives, firearms or other weapons on District property.
2. No fraternizing with, threats to, use of abusive or profane language or improper attire or actions while on District property or adjacent thereto.

3. Take all necessary precautions to ensure the safety of children and employees when performing contracted work or making/accepting deliveries on District property.
4. Secure SLED (State Law Enforcement Division) criminal background checks on every employee, representative and agent performing work, making deliveries or in any other way conducting business on District property. Ensure that no person having been convicted of violent crimes, crimes against children, illegal drug distribution, or other crimes of moral turpitude is assigned or performs work on District property. SLED background checks shall be maintained on file at the main office of the Contractor and made available to District personnel or the District's legal counsel immediately upon request.
5. Not employ or contract with, during the performance of the contract, any illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986, as may be amended.
6. Not violate the provisions of the South Carolina Illegal Immigration Reform Act, as may be amended, beginning January 1, 2009, and abide by this Act regardless of the number of employees employed. Participation in E-Verify through the Dept. of Homeland Security is required by the District regardless of the number of employees you employ.
7. Provide picture ID badges for all persons performing work on District property and ensure they are worn at all times. The ID shall include the name of the individual, his/her picture and the name of their employer.

Contractors are to ensure that their subcontractors, sub-subcontractors, as well as suppliers who meet the "contractor, subcontractor or sub-subcontractor" definition above are advised of these requirements and comply with them. These are mandatory conditions for doing business (whether directly or indirectly) with Horry County Schools. The District, at its discretion, may perform random compliance checks. Any Contractor, subcontractor, sub-subcontractor, or supplier found not to be in compliance with these requirements shall result in termination of any existing contract or non-award of a contract.

CONTRACTOR'S OBLIGATION – GENERAL (JAN 2006): The contractor shall provide and pay for all materials, tools, equipment, labor and professional and non-professional services, and shall perform all other acts and supply all other things necessary, to fully and properly perform and complete the work. The contractor must act as the prime contractor and assume full responsibility for any subcontractor's performance. The contractor will be considered the sole point of contact with regard to all situations, including payment of all charges and the meeting of all other requirements. [07-7B065-1]

CONTRACTOR'S USE OF DISTRICT PROPERTY (JAN 2006): Upon termination of the contract for any reason, HCS shall have the right, upon demand, to obtain access to, and possession of, all HCS properties, including, but not limited to, current copies of all HCS application programs and necessary documentation, all data, files, intermediate materials and supplies held by the contractor. Contractor shall not use, reproduce, distribute, display, or sell any data, material, or documentation owned exclusively by HCS without the HCS' written consent, except to the extent necessary to carry out the work. [07-7B067-1]

DEFAULT (JAN 2006): (a)(1) HCS may, subject to paragraphs (c) and (d) of this clause, by written notice of default to the Contractor, terminate this contract in whole or in part if the Contractor fails to-(i) Deliver the supplies or to perform the services within the time specified in this contract or any extension; (ii) Make progress, so as to endanger performance of this contract (but see paragraph (a)(2) of this clause); or (iii) Perform any of the other material provisions of this contract (but see paragraph (a)(2) of this clause). (2) The State's right to terminate this contract under subdivisions (a)(1)(ii) and (1)(iii) of this clause, may be exercised if the Contractor does not cure such failure within 10 days (or more if authorized in writing by the Procurement Specialist) after receipt of the notice from the Procurement Specialist specifying the failure.

(b) If HCS terminates this contract in whole or in part, it may acquire, under the terms and in the manner the Procurement Specialist considers appropriate, supplies or services similar to those terminated, and the Contractor will be liable to the District for any excess costs for those supplies or services. However, the Contractor shall continue the work not terminated.

(c) Except for defaults of subcontractors at any tier, the Contractor shall not be liable for any excess costs if the failure to perform the contract arises from causes beyond the control and without the fault or negligence of the Contractor. Examples of such causes include (1) acts of God or of the public enemy, (2) acts of the State in either its sovereign or contractual capacity, (3) fires, (4) floods, (5) epidemics, (6) quarantine restrictions, (7) strikes, (8) freight embargoes, and (9) unusually severe weather. In each instance the failure to perform must be beyond the control and without the fault or negligence of the Contractor.

(d) If the failure to perform is caused by the default of a subcontractor at any tier, and if the cause of the default is beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either, the Contractor shall not be liable for any excess costs for failure to perform, unless the subcontracted supplies or services were obtainable from other sources in sufficient time for the Contractor to meet the required delivery schedule.

(e) If this contract is terminated for default, HCS may require the Contractor to transfer title and deliver to the District, as directed by the Procurement Specialist, any (1) completed supplies, and (2) partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (collectively referred to as "manufacturing materials" in this clause) that the Contractor has specifically produced or acquired for the terminated portion of this contract. Upon direction of the Procurement Specialist, the Contractor shall also protect and preserve property in its possession in which HCS has an interest.

(f) HCS shall pay contract price for completed supplies delivered and accepted. The Contractor and Procurement Specialist shall agree on the amount of payment for manufacturing materials delivered and accepted and for the protection and preservation of the property; if the parties fail to agree, the Procurement Specialist shall set an amount subject to the Contractor's rights under the Disputes clause. Failure to agree will be a dispute under the Disputes clause. HCS may withhold from these amounts any sum the Procurement Specialist determines to be necessary to protect the District against loss because of outstanding liens or claims of former lien holders.

(g) If, after termination, it is determined that the Contractor was not in default, or that the default was excusable, the rights and obligations of the parties shall, if the contract contains a clause providing for termination for convenience of HCS, be the same as if the termination had been issued for the convenience of HCS. If, in the foregoing circumstances, this contract does not contain a clause providing for termination for convenience of HCS, the contract shall be adjusted to compensate for such termination and the contract modified accordingly subject to the contractor's rights under the Disputes clause.

(h) The rights and remedies of HCS in this clause are in addition to any other rights and remedies provided by law or under this contract. [07-7B075-1]

ESTIMATED QUANTITY - UNKNOWN: The total quantity of purchases of any individual item on the contract is not known. HCS does not guarantee that the District will buy any specified item or total amount. The omission of an estimated purchase quantity does not indicate a lack of need but rather a lack of historical information. [07-7B095-1]

ILLEGAL IMMIGRATION (NOV 2008): (An overview is available at www.procurement.sc.gov) By signing your offer, you certify that you will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agree to provide to the District upon request any documentation required to establish either:

(a) that Title 8, Chapter 14 is inapplicable to you and your subcontractors or sub-subcontractors; or

(b) that you and your subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony, and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." You agree to include in any contracts with your subcontractors language requiring your subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with the sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14. [07-7B097-1]

INDEMNIFICATION - THIRD PARTY CLAIMS – GENERAL (NOV 2011): Notwithstanding any limitation in this agreement, and to the fullest extent permitted by law, Contractor shall defend and hold harmless Indemnitees for and against any and all suits or claims of any character (and all related damages, settlement payments, attorneys' fees, costs, expenses, losses or liabilities) by a third party which are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property arising out of or in connection with the goods or services acquired hereunder or caused in whole or in part by any act or omission of contractor, its subcontractors, their employees, workmen, servants, agents, or anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable, regardless of whether or not caused in part by an Indemnitee, and whether or not such claims are made by a third party or an Indemnitee; however, if an Indemnitee's negligent act or omission is subsequently determined to be the sole proximate cause of a suit or claim, the Indemnitee shall not be entitled to indemnification hereunder. Contractor shall be given timely written notice of any suit or claim. Contractor's obligations hereunder are in no way limited by any protection afforded under workers' compensation acts, disability benefits acts, or other employee benefit acts. This clause shall not negate, abridge, or reduce any other rights or obligations of indemnity which would otherwise exist. The obligations of this paragraph shall survive termination, cancelation, or expiration of the parties' agreement. This provision shall be construed fairly and reasonably, neither strongly for nor against either party, and without regard to any clause regarding insurance. As used in this clause, "Indemnitees" means Horry County Schools, its instrumentalities, agencies, departments, boards, and all their respective officers, agents and employees. [07-7B100-2]

LICENSES AND PERMITS (JAN 2006): During the term of the contract, the Contractor shall be responsible for obtaining, and maintaining in good standing, all licenses (including professional licenses, if any), permits, inspections and related fees for each or any such licenses, permits and /or inspections required by the state, county, city or other government entity or unit to accomplish the work specified in this solicitation and the contract. [07-7B115-1]

MATERIAL AND WORKMANSHIP (JAN 2006): Unless otherwise specifically provided in this contract, all equipment, material, and articles incorporated in the work covered by this contract are to be new and of the most suitable grade for the purpose intended. [07-7B120-1]

OWNERSHIP OF DATA & MATERIALS: (JAN 2006) All data, material and documentation either prepared for HCS pursuant to this contract shall belong exclusively to HCS. [07-7B125-1]

PRICE ADJUSTMENTS (JAN 2006): (1) Method of Adjustment. Any adjustment in the contract price made pursuant to a clause in this contract shall be consistent with this Contract and shall be arrived at through whichever one of the following ways is the most valid approximation of the actual cost to the Contractor (including profit, if otherwise allowed):

- (a) By agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;
- (b) By unit prices specified in the Contract or subsequently agreed upon;
- (c) by the costs attributable to the event or situation covered by the relevant clause, including profit if otherwise allowed, all as specified in the Contract; or subsequently agreed upon;
- (d) in such other manner as the parties may mutually agree; or,
- (e) in the absence of agreement by the parties, through a unilateral initial written determination by the Procurement Specialist of the costs attributable to the event or situation covered by the clause, including profit if otherwise allowed, all as computed by the Procurement Specialist in accordance with generally accepted accounting principles, subject to the provisions of Title 11, Chapter 35, Article 17 of the S.C. Code of Laws.

(2) Submission of Price or Cost Data. Upon request of the Procurement Specialist, the contractor shall provide reasonably available factual information to substantiate that the price or cost offered, for any price adjustments is reasonable, consistent with the provisions of Section 11-35-1830. [07-7B160-1]

PRICE ADJUSTMENT - LIMITED - AFTER INITIAL TERM ONLY (JAN 2006): Upon approval of the Procurement Specialist, prices may be adjusted for any renewal term. Prices shall not be increased during the initial term. Any

request for a price increase must be received by the Procurement Specialist at least ninety (90) days prior to the expiration of the applicable term and must be accompanied by sufficient documentation to justify the increase. If approved, a price increase becomes effective starting with the term beginning after approval. A price increase must be executed as a change order. Contractor may terminate this contract at the end of the then current term if a price increase request is denied. Notice of termination pursuant to this paragraph must be received by the Procurement Specialist no later than fifteen (15) days after the Procurement Specialist sends contractor notice rejecting the requested price increase. [07-7B165-1]

PRICE ADJUSTMENTS – LIMITED BY CPI “Other Goods & Services” (JAN 2006): Upon request and adequate justification, the Procurement Specialist may grant a price increase up to, but not to exceed, the unadjusted percent change for the most recent 12 months for which data is available, that is not subject to revision, in the Consumer Price Index (CPI) for all urban consumers (CPI-U), “Other Goods & Services” for services, as determined by the Procurement Specialist. The Bureau of Labor and Statistics publishes this information on the web at www.bls.gov. [07-7B175-1]

PRICING DATA -- AUDIT – INSPECTION (JAN 2006): [Clause Included Pursuant to Section 11-35-1830, - 2210, & - 2220] (a) Cost or Pricing Data. Upon Procurement Specialist's request, you shall submit cost or pricing data, as defined by 48 C.F.R. Section 2.101 (2004), prior to either (1) any award to contractor pursuant to 11-35-1530 or 11-35-1560, if the total contract price exceeds \$500,000, or (2) execution of a change order or contract modification with contractor which exceeds \$100,000. Your price, including profit or fee, shall be adjusted to exclude any significant sums by which the state finds that such price was increased because you furnished cost or pricing data that was inaccurate, incomplete, or not current as of the date agreed upon between parties. (b) Records Retention. You shall maintain your records for three years from the date of final payment, or longer if requested by the chief Procurement Specialist. The state may audit your records at reasonable times and places. As used in this subparagraph (b), the term "records" means any books or records that relate to cost or pricing data submitted pursuant to this clause. In addition to the obligation stated in this subparagraph (b), you shall retain all records and allow any audits provided for by 11-35-2220(2). (c) Inspection. At reasonable times, the state may inspect any part of your place of business which is related to performance of the work. (d) Instructions Certification. When you submit data pursuant to subparagraph (a), you shall (1) do so in accordance with the instructions appearing in Table 15-2 of 48 C.F.R. Section 15.408 (2004) (adapted as necessary for the state context), and (2) submit a Certificate of Current Cost or Pricing Data, as prescribed by 48 CFR Section 15.406-2(a) (adapted as necessary for the state context). (e) Subcontracts. You shall include the above text of this clause in all of your subcontracts. (f) Nothing in this clause limits any other rights of the state. [07-7B185-1]

PURCHASING CARD (JAN 2006): Contractor agrees to accept payment by the Horry County Schools Purchasing Card for no extra charge. The Purchasing Card is issued by Master Card. The purchasing card allows state agencies to make authorized purchases from a vendor without the requirement to issue a purchase order. [07-7B200-1]

RELATIONSHIP OF THE PARTIES (JAN 2006): Neither party is an employee, agent, partner, or joint venture of the other. Neither party has the right or ability to bind the other to any agreement with a third party or to incur any obligation or liability on behalf of the other party. [07-7B205-1]

SHIPPING / RISK OF LOSS: F.O.B. Destination. Destination is the shipping dock of HCS' designated receiving site, or other location, as specified herein. (See Delivery clause). [07-7B220-1]

TERM OF CONTRACT – EFFECTIVE DATE / INITIAL CONTRACT PERIOD (JAN 2006): The effective date of this contract is the first day of the Maximum Contract Period as specified on the final statement of award. The initial term of this agreement is one (1) year from the effective date. Regardless, this contract expires no later than the last date stated on the final statement of award. [07-7B240-1]

TERM OF CONTRACT – OPTION TO RENEW (JAN 2015): (a) At the end of the initial term, and at the end of each renewal term, this contract shall automatically renew for a period of one (1) year, unless contractor receives notice

that the district elects not to renew the contract at least thirty (30) days prior to the date of renewal. Regardless, this contract expires no later than the last date stated on the final statement of award. (b) Contractor acknowledges that, unless excused by Section 11-57-320, if the contractor is on the then-current Iran Divestment Act List as of the date of any contract renewal, the renewal will be void ab initio. [07-7B245-2]

TERM OF CONTRACT – TERMINATION BY CONTRACTOR (JAN 2006): Contractor may terminate this contract at the end of the initial term, or any renewal term, by providing the Procurement Officer notice of its election to terminate under this clause at least ninety (90) days prior to the expiration of the then current term. [07-7B250-1]

TERMINATION FOR CONVENIENCE (JAN 2006): (1) Termination. The Procurement Officer may terminate this contract in whole or in part, for the convenience of the District. The Procurement Officer shall give written notice of the termination to the contractor specifying the part of the contract terminated and when termination becomes effective.

(2) Contractor's Obligations. The contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination the contractor will stop work to the extent specified. The contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated work. The contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work. The Procurement Officer may direct the contractor to assign the contractor's right, title, and interest under terminated orders or subcontracts to the District. The contractor must still complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

(3) Right to Supplies. The Procurement Officer may require the contractor to transfer title and deliver to the District in the manner and to the extent directed by the Procurement Specialist: (a) any completed supplies; and (b) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (hereinafter called "manufacturing material") as the contractor has specifically produced or specially acquired for the performance of the terminated part of this contract. The contractor shall, upon direction of the Procurement Officer, protect and preserve property in the possession of the contractor in which the State has an interest. If the Procurement Officer does not exercise this right, the contractor shall use best efforts to sell such supplies and manufacturing materials in accordance with the standards of Uniform Commercial Code Section 2-706. Utilization of this Section in no way implies that the District has breached the contract by exercise of the Termination for Convenience Clause.

(4) Compensation. (a) The contractor shall submit a termination claim specifying the amounts due because of the termination for convenience together with cost or pricing data required by Section 11-35-1830 bearing on such claim. If the contractor fails to file a termination claim within one year from the effective date of termination, the Procurement Officer may pay the contractor, if at all, an amount set in accordance with Subparagraph (c) of this Paragraph.

(b) The Procurement Officer and the contractor may agree to a settlement and that the settlement does not exceed the total contract price plus settlement costs reduced by payments previously made by the District, the proceeds of any sales of supplies and manufacturing materials under Paragraph (3) of this clause, and the contract price of the work not terminated;

(c) Absent complete agreement under Subparagraph (b) of this Paragraph, the Procurement Officer shall pay the contractor the following amounts, provided payments agreed to under Subparagraph (b) shall not duplicate payments under this Subparagraph:

(i) contract prices for supplies or services accepted under the contract;

(ii) costs reasonably incurred in performing the terminated portion of the work less amounts paid or to be paid for accepted supplies or services;

(iii) reasonable costs of settling and paying claims arising out of the termination of subcontracts or orders pursuant to Paragraph (2) of this clause. These costs must not include costs paid in accordance with Subparagraph (c)(ii) of this paragraph;

(iv) any other reasonable costs that have resulted from the termination. The total sum to be paid the contractor under this Subparagraph shall not exceed the total contract price plus the reasonable settlement costs of the contractor reduced by the amount of payments otherwise made, the proceeds of any sales of supplies and manufacturing materials under Subparagraph (b) of this Paragraph, and the contract price of work not terminated.

(d) Contractor must demonstrate any costs claimed, agreed to, or established under Subparagraphs (b) and (c) of

this Paragraph using its standard record keeping system, provided such system is consistent with any applicable Generally Accepted Accounting Principles.

(5) Contractor's failure to include an appropriate termination for convenience clause in any subcontract shall not (i) affect the state's right to require the termination of a subcontract, or (ii) increase the obligation of the state beyond what it would have been if the subcontract had contained an appropriate clause. [07-7B265-1]

WARRANTY – ONE YEAR (JAN 2006): Contractor warrants all items acquired shall conform to all contractor's representations, the requirements of this contract, and all published documentation. [07-7B275-1]

VIII. BIDDING SCHEDULE / PRICE-BUSINESS PROPOSAL:

Name of Offeror as identified on the cover page: _____
(Full legal name of business submitting the offer)

Authorized Signature: _____
(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)

BIDDING SCHEDULE: – Excel Worksheet link:

Lot A

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e>

\$ _____

Lot B

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e>

\$ _____

IX. ATTACHMENTS TO SOLICITATION –

The following documents are attached to this solicitation:

NONRESIDENT TAXPAYER REGISTRATION AFFIDAVIT INCOME TAX WITHHOLDING

REQUIRED SUBMITTALS

VENDOR PROFILE & QUESTIONNAIRE

HCS SPRINKER SYSTEMS

HCS SPRINKLER TYPES

HCS SCHOOL DIRECTORY

OFFEROR'S CHECKLIST

Instructions for Non-Resident Taxpayer Registration

NONRESIDENT TAXPAYER REGISTRATION AFFIDAVIT INCOME TAX WITHHOLDING

IMPORTANT TAX NOTICE - NONRESIDENTS ONLY (JAN 2016)

Withholding Requirements for Payments to Nonresidents: Section 12-8-550 of the South Carolina Code of Laws requires persons hiring or contracting with a nonresident conducting a business or performing personal services of a temporary nature within South Carolina to withhold 2% of each payment made to the nonresident. The withholding requirement does not apply to (1) payments on purchase orders for tangible personal property when the payments are not accompanied by services to be performed in South Carolina, (2) nonresidents who are not conducting business in South Carolina, (3) nonresidents for contracts that do not exceed \$10,000 in a calendar year, or (4) payments to a nonresident who (a) registers with either the S.C. Department of Revenue or the S.C. Secretary of State and (b) submits a Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to the person letting the contract.

The withholding requirement applies to every governmental entity that uses a contract ("Using Entity"). Nonresidents should submit a separate copy of the Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to every Using Entity that makes payment to the nonresident pursuant to this solicitation. Once submitted, an affidavit is valid for all contracts between the nonresident and the Using Entity, unless the Using Entity receives notice from the Department of Revenue that the exemption from withholding has been revoked.

Section 12-8-540 requires persons making payment to a nonresident taxpayer of rentals or royalties at a rate of \$1,200.00 or more a year for the use of or for the privilege of using property in South Carolina to withhold 7% of the total of each payment made to a nonresident taxpayer who is not a corporation and 5% if the payment is made to a corporation. Contact the Department of Revenue for any applicable exceptions.

This notice is for informational purposes only. This agency does not administer and has no authority over tax issues. All registration questions should be directed to the License and Registration Section at 803-898-5872 or to the South Carolina Department of Revenue, Registration Unit, Columbia, S.C. 29214-0140. All withholding questions should be directed to the Withholding Section at 803-896-1420.

For information about other withholding requirements (e.g., employee withholding), contact the Withholding Section at the South Carolina Department of Revenue at 803-898-5383 or visit the Department's website at:

<https://dor.sc.gov>

This notice is for informational purposes only. This agency does not administer and has no authority over tax issues. All registration questions should be directed to the License and Registration Section at 803-898-5872 or to the South Carolina Department of Revenue, Registration Unit, Columbia, S.C. 29214-0140. All withholding questions should be directed to the Withholding Section at 803-896-1420. https://dor.sc.gov/forms-site/Forms/1312_05182015.pdf
[09-9005-3]

REQUIRED SUBMITTALS for Solicitation # 2021-2MJ

Offerors are advised that, notwithstanding any instructions or inferences elsewhere in this solicitation, the instructions provided and the documents shown on this sheet need to be submitted with and made part of their proposal. Other documents may be required after the submittal deadline, but prior to award. Offerors are advised that failure to follow these instructions or submit the documents shown on this sheet and return the forms in the condition indicated MAY RENDER THE PROPOSAL NON-RESPONSIVE and eliminate it from further consideration.

NOTE: Only those instructions or items marked with an (X) are applicable to this procurement.

<input checked="" type="checkbox"/>	Pages 1 & 2 (COVER SHEET)
<input type="checkbox"/>	SUBMITTALS REQUIRED as per II. Instructions to Offerors – B. Special Instructions:
<input type="checkbox"/>	SUBMITTALS REQUIRED as per III. Scope of Work / Specifications:
<input checked="" type="checkbox"/>	SUBMITTALS REQUIRED as per IV. Information for Offerors to Submit: .Nutrition Fact information shall be included with each item offered.
<input type="checkbox"/>	SUBMITTALS REQUIRED as per V. Qualifications:
<input checked="" type="checkbox"/>	Page 46 BIDDING SCHEDULE/PRICE-BUSINESS PROPOSAL
<input checked="" type="checkbox"/>	SUBMITTALS NOT LISTED ELSEWHERE: Page 50 Vendor Profile & Questionnaire

VENDOR PROFILE & QUESTIONNAIRE

The Offeror must complete this profile & questionnaire which may be used in the evaluation process to help determine if an Offeror is responsible.

Vendor Name			
Years in business under this name			
Current licenses:			

REFERENCES

The references provided below should reflect services of similar scope and size within the last 5 years.

Reference #1

Company Name			
Address			
City, State, Zip			
Contact Name		Title	
Contact Phone		E-Mail	
Description & Date of Services			

Reference #2

Company Name			
Address			
City, State, Zip			
Contact Name		Title	
Contact Phone		E-Mail	
Description & Date of Services			

Reference #3

Company Name			
Address			
City, State, Zip			
Contact Name		Title	
Contact Phone		E-Mail	
Description & Date of Services			

Procurement Office Use Only		
VENODR ID #	INITIALS	DATE

HORRY COUNTY SCHOOL DISTRICT VENDOR APPLICATION FORM

BUSINESS FULL LEGAL NAME & ADDRESS:	REMITTANCE ADDRESS (Attach a blank copy of your invoice.):
_____	_____
_____	_____
_____	_____

PHONE: _____	FAX: _____	PHONE: _____	FAX: _____
TOLL: _____	CELL: _____	TOLL: _____	CELL: _____

→ WEBSITE ADDRESS: _____

→ **EMAIL ADDRESS FOR ELECTRONIC PURCHASE ORDER TRANSMITTALS TO BE EMAILED:** _____

NAMES OF OWNERS, OFFICERS, PARTNERS AUTHORIZED TO BIND THE COMPANY:

OWNER/PRESIDENT: _____ PHONE: _____ FAX: _____

→ EMAIL ADDRESS FOR OWNER / PRESIDENT: _____

PARTNER : _____ PHONE: _____ FAX: _____

SALES REPRESENTATIVE: _____ PHONE: _____ FAX: _____

→ EMAIL ADDRESS FOR MAIN SALES CONTACT: _____

<p>INFORMATION ABOUT TYPE OF BUSINESS:</p> <p>TYPE: (Check all that apply)</p> <table border="0"> <tr> <td><input type="checkbox"/> Attorney</td> <td><input type="checkbox"/> Partnership (LLP)</td> </tr> <tr> <td><input type="checkbox"/> Construction (Inc.)</td> <td><input type="checkbox"/> Partnership (not Inc.)</td> </tr> <tr> <td><input type="checkbox"/> Construction (not Inc.)</td> <td><input type="checkbox"/> Research & Dev</td> </tr> <tr> <td><input type="checkbox"/> Corporation (Inc.)</td> <td><input type="checkbox"/> Sales & Service</td> </tr> <tr> <td><input type="checkbox"/> Distributor / Dealer</td> <td><input type="checkbox"/> Sales (only)</td> </tr> <tr> <td><input type="checkbox"/> Governmental</td> <td><input type="checkbox"/> Service Provider</td> </tr> <tr> <td><input type="checkbox"/> Individual</td> <td><input type="checkbox"/> Small Business</td> </tr> <tr> <td><input type="checkbox"/> Manufacturer</td> <td><input type="checkbox"/> Wholesaler / Retailer</td> </tr> <tr> <td><input type="checkbox"/> Medical Services</td> <td><input type="checkbox"/> Other _____</td> </tr> </table> <p>Are you subject to IRS 1099 reporting for income tax purposes? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know</p> <p>STATUS: <input type="checkbox"/> Minority Owned * <input type="checkbox"/> Woman Owned *Must be at least 51% owned/controlled by minorities (non-whites) or women. <u>Check all that apply even if not State certified.</u></p> <p>SC Certification #: _____</p>	<input type="checkbox"/> Attorney	<input type="checkbox"/> Partnership (LLP)	<input type="checkbox"/> Construction (Inc.)	<input type="checkbox"/> Partnership (not Inc.)	<input type="checkbox"/> Construction (not Inc.)	<input type="checkbox"/> Research & Dev	<input type="checkbox"/> Corporation (Inc.)	<input type="checkbox"/> Sales & Service	<input type="checkbox"/> Distributor / Dealer	<input type="checkbox"/> Sales (only)	<input type="checkbox"/> Governmental	<input type="checkbox"/> Service Provider	<input type="checkbox"/> Individual	<input type="checkbox"/> Small Business	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Wholesaler / Retailer	<input type="checkbox"/> Medical Services	<input type="checkbox"/> Other _____	<p>INFORMATION ABOUT PRODUCTS / SERVICES:</p> <p>(Find "best fit" category(ies). Check all that apply.)</p> <table border="0"> <tr> <td><input type="checkbox"/> Books & Similar Materials</td> <td><input type="checkbox"/> Furniture</td> </tr> <tr> <td><input type="checkbox"/> Computer Hdw / Software</td> <td><input type="checkbox"/> Landscaping / Lawn Maint.</td> </tr> <tr> <td><input type="checkbox"/> Construction (Specify Below)</td> <td><input type="checkbox"/> Printing</td> </tr> <tr> <td> <input type="checkbox"/> Electrical</td> <td><input type="checkbox"/> Rentals (specify)</td> </tr> <tr> <td> <input type="checkbox"/> Masonry</td> <td><input type="checkbox"/> Repairs(specify)</td> </tr> <tr> <td> <input type="checkbox"/> Mechanical / HVAC</td> <td><input type="checkbox"/> Services (specify)</td> </tr> <tr> <td> <input type="checkbox"/> Painting</td> <td></td> </tr> <tr> <td> <input type="checkbox"/> Plumbing</td> <td><input type="checkbox"/> Supplies (specify)</td> </tr> <tr> <td> <input type="checkbox"/> Roofing</td> <td></td> </tr> <tr> <td> <input type="checkbox"/> Other (specify)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Equipment</td> <td><input type="checkbox"/> Telecommunications</td> </tr> <tr> <td><input type="checkbox"/> Food Products</td> <td><input type="checkbox"/> Vehicles / Trucks</td> </tr> <tr> <td><input type="checkbox"/> Other (specify)</td> <td></td> </tr> </table>	<input type="checkbox"/> Books & Similar Materials	<input type="checkbox"/> Furniture	<input type="checkbox"/> Computer Hdw / Software	<input type="checkbox"/> Landscaping / Lawn Maint.	<input type="checkbox"/> Construction (Specify Below)	<input type="checkbox"/> Printing	<input type="checkbox"/> Electrical	<input type="checkbox"/> Rentals (specify)	<input type="checkbox"/> Masonry	<input type="checkbox"/> Repairs(specify)	<input type="checkbox"/> Mechanical / HVAC	<input type="checkbox"/> Services (specify)	<input type="checkbox"/> Painting		<input type="checkbox"/> Plumbing	<input type="checkbox"/> Supplies (specify)	<input type="checkbox"/> Roofing		<input type="checkbox"/> Other (specify)		<input type="checkbox"/> Equipment	<input type="checkbox"/> Telecommunications	<input type="checkbox"/> Food Products	<input type="checkbox"/> Vehicles / Trucks	<input type="checkbox"/> Other (specify)	
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IDENTIFICATION AND CERTIFICATION:
 In compliance with Internal Revenue Service and State of South Carolina regulations, please provide us with the following taxpayer identification information. We are required by law to obtain this information when making a reportable payment to you. Failure to provide the information may subject future payments to a 31% backup withholding and \$50 penalty. **** This serves as a substitute Federal W-9****

→ For individuals, enter social security number (SSN):	_____
→ For sole proprietors, enter owner's SSN or Federal Employer's Identification Number (FEIN):	_____
→ For partnerships, corporations or others, enter FEIN:	_____
→ For verification of sales tax collection authority, enter State of SC Sales Tax License Number:	_____

Under penalties of perjury, I certify that the numbers provided above are true and correct and I am not subject to backup withholding because: (a) I am exempt, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding. I further certify that all information supplied herein is correct and the applicant nor anyone in connection with the applicant as a principal or officer, so far as is known, is now debarred, suspended or otherwise declared ineligible to do business with any agency of the State of South Carolina, the Federal government or Horry County Schools.

Authorized Signatory _____	Print Name & Title _____	Date Completed _____
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HORRY COUNTY SCHOOLS Listing of Schools & Other Facilities Sprinkler Systems

4-Sep-20

Facility/Property	Address	City	ZIP	Kitchen	Notes	Internal Notes
Academy for Arts, Science & Technology	895 International Dr.	Myrtle Beach	29579	X	Sprinkled	100%
Academy for Technology & Academics	5639 Hwy. 701, N.	Conway	29526	X	Sprinkled	100%
Aynor High	201 Jordanville Rd.	Aynor	29511	X	Partial Sprinkled - New Area	30%
Black Water Middle	900 East Cox Ferry Rd.	Conway	29526	X	Partial Sprinkled	100%
Burgess Elementary	9645 Scipio Lane	Myrtle Beach	29588	X	Sprinkled	100%
Carolina Forest High	700 Gardner Lacy Rd.	Myrtle Beach	29579	X	Partial Sprinkled	50%
Conway High	2301 Church Street	Conway	29526	X	Partial Sprinkled	99%
Conway High Field House					Sprinkled	100%
Conway Middle	1104 Elm Street	Conway	29526	X	Partial Sprinkled	25%
Daisy Elementary	2801 Red Bluff Road	Loris	29569	X	Partial Sprinkled - Old Area	
District Office	335 Four Mile Rd.	Conway	29526		Sprinkled	100%
Early College High School	HGTC 2050 HWY 501	Conway	29,526		Sprinkled	100%
Forestbrook Elementary	4000 Panthers Parkway	Myrtle Beach	29579	X	Partial Sprinkled	50%
Green Sea Floyds Elementary	5000 Tulip Grove Road	Green Sea	29545	X	Partial Sprinkled - Gym & New Addition	
Green Sea Floyds High	4990 Tulip Grove Road	Green Sea	29545	X	Partial Sprinkled - Mini Gym & MS New Addition	
Lakewood Elementary	1675 Highway 396	Myrtle Beach	29575	X	Partial Sprinkled	50%
Loris Elementary	901 Highway 9 Bus., E.	Loris	29569	X	Partial Sprinkled - New Area	
Loris High	301 Loris Lions Road	Loris	29569	X	Partial Sprinkled	
Facilities (Maintenance, Whse, Capital)	1160 E. Hwy. 501	Conway	29526		Sprinkled	100%
Midland Elementary	3011 Nichols Highway	Galivants Ferry	29544	X	Partial Sprinkled	
Myrtle Beach Primary	620 29th Avenue, N.	Myrtle Beach	29577	X	Sprinkled	100%
Myrtle Beach Middle (new)	3101 N Oak St.	Myrtle Beach	29577	X	Sprinkled	100%
Myrtle Beach Elementary	950 Seahawk Way	Myrtle Beach	29577	X	Sprinkled	100%
Myrtle Beach Early Childhood	612 29th Ave., N.	Myrtle Beach	29577	X	Sprinkled	100%
N. Myrtle Beach High	3750 Sea Mountain Hwy	Little River	29566	X	Partial Sprinkled - Auditorium	5%
Waterway Elementary (old NMBIS)	700 Sandridge Road	Little River	29566	X	Partial Sprinkled - 700 Hall & Classrooms	
N. Myrtle Beach Middle	11240 Highway 90	Little River	29566	X	Partial Sprinkled	New Addition 1000 classrooms
Ocean Drive Elementary (Old NMBPS)	901 11th Ave., N.	North Myrtle Beach	29582	X	Partial Sprinkled - Hall & Classrooms	
Ocean Bay Elementary	950 International Drive	Myrtle Beach	29579	X	Sprinkled	100%
Ocean Bay Middle	905 International Drive	Myrtle Beach	29579	X	Sprinkled	100%
River Oaks Elementary	700 Augusta Plantation Drive	Myrtle Beach	29579	X	Sprinkled	100%
Scholars Academy	CCU 104 Chanticleer Dr E	Conway			Sprinkled	
Socastee Elementary	4223 Socastee Boulevard	Myrtle Beach	29588	X	Sprinkled	100%
Socastee Middle	151 Esso Road	Myrtle Beach	29588		Sprinkled	100%
Socastee High	4900 Socastee Blvd	Myrtle Beach	29588	X	Partial Sprinkled - New Area	25%
South Conway Elementary	3001 Fourth Ave.	Conway	29526	X	Partial Sprinkled - New Area & Gym	15%
St. James Intermediate	9641 Scipio Lane	Myrtle Beach	29588	X	Sprinkled	100%
Ten Oaks Middle	150 Revolutionary War Way	Myrtle Beach	29579	X	Sprinkled	100%
Waccamaw Elementary	251 Claridy Road	Conway	29526	X	Partial Sprinkled	25%
Whittemore Park Middle	1808 Rhue Street	Conway	29527	X	Partial Sprinkled - New Area	35%

Customer Name	System
Academy of Arts, Science & Technology	wet
Academy of Arts, Science & Technology	fp
Academy of Arts, Science & Technology	standpipe
Academy of Technology & Academics	wet
Academy of Technology & Academics	fp
Aynor High School	wet
Blackwater Middle School	wet
Burgess Elementary	wet
Carolina Forest High School	wet
Carolina Forest High School	preaction
Ten Oaks Middle	wet
Conway High School	wet
Conway Middle School	wet
Daisy Elementary School	wet
Forestbrook Elementary	wet
Green Sea Floyds Elementary	wet
Green Sea Floyds High School	wet
Green Sea Floyds High School	fp
Lakewood Elementary School	wet
Loris High School	wet
Horry County Schools Facilities Bldg	dry
Myrtle Beach Primary -620 29th Avenue(formerly the Myrtle Beach Elementary School)	fp
Myrtle Beach Primary -620 29th Avenue(formerly the Myrtle Beach Elementary School)	wet
Myrtle Beach Early Childhood School 612 29th Avenue(formerly the Myrtle Beach Primary School)	wet
Myrtle Beach Early Childhood School 612 29th Ave(formerly the Myrtle Beach Primary School)	fp
Myrtle Beach Early Childhood School 612 29th Avenue (formerly the Myrtle Beach Primary School)	standpipe
Myrtle Beach Middle School	wet
Waterway Elementary	wet
Ocean Drive Elementary	wet
Ocean Drive Elementary	standpipe
Ocean Bay Elementary	wet
Ocean Bay Middle School	wet
Socastee High School	wet
South Conway Elementary	wet
South Conway Elementary	fp
Waccamaw Elementary	wet
Whittemore Park Middle	wet
Early College High School	wet
Socastee Elementary (NEW)	wet
Socastee Middle New	wet
St. James Intermediate (NEW)	wet
Conway High School Field House	wet
Horry County Schools District Office	wet
Loris Elementary School	wet
River Oaks Elementary	wet
Scholars Academy located in CCU Campus	wet
Myrtle Beach Elementary 950 Seahawk (formerly Myrtle Beach Middel School)	wet
Midland Elementary	wet
NMB High School	wet
NMB Middle School	wet

HORRY COUNTY SCHOOLS and FACILITIES DIRECTORY

GRADE	SCHOOL	ADDRESS	CITY	ZIP
9-12	Acad. for Arts, Sci., Tech	895 International Drive	Myrtle Beach	29579
9-12	Acad. for Tech. & Acad.	5639 Hwy 701, N.	Conway	29526
9-12	Early College	2050 Hwy 501; HGTC; pb281966	Conway	29528
6-12	HC Ed Ctr (SOAR)	2694 Highway 905	Conway	29526
9-12	Scholars Academy	104 Chanticleer Dr. E; CCU	Conway	29528
Ad Ed	Conway Education Ctr.	1620 Sherwood Drive	Conway	29526
Ad Ed	MB Ad Ed, Sci Kits, Records	3101 Oak Street	Myrtle Beach	29577
	Playcard	Highway 19, W	Loris	29569
K-12	Therapeutic Lrn Center	1620 Sherwood Drive	Conway	29526
9-12	Aynor High	201 Jordanville Road	Aynor	29511
9-12	Carolina Forest High	700 Gardner Lacy Road.	Myrtle Beach	29579
9-12	Conway High	2301 Church Street	Conway	29526
6-12	Green Sea Floyds High	4990 Tulip Grove Road	Green Sea	29545
9-12	Loris High	301 Loris Lions Road	Loris	29569
9-12	Myrtle Beach High	3302 Robert Grissom Pkwy	Myrtle Beach	29577
9-12	N. Myrtle Beach High	3750 Sea Mountain Hwy	Little River	29568
9-12	Socastee High	4900 Socastee Blvd	Myrtle Beach	29588
9-12	St. James High	10800 Highway 707	Murrells Inlet	29578
6-8	Aynor Middle	400 Frye Road	Galivants Ferry	29544
6-8	Black Water Middle	900 East Cox Ferry Road	Conway	29526
6-8	Conway Middle	1104 Elm Street	Conway	29526
6-8	Forestbrook Middle	4430 Gator Lane	Myrtle Beach	29588
6-8	Loris Middle	5209 Highway 66	Loris	29569
6-8	Myrtle Beach Middle	3101 N. Oak Street	Myrtle Beach	29577
6-8	N. Myrtle Beach Middle	11240 Highway 90	Little River	29568
6-8	Ocean Bay Middle	905 International Drive	Myrtle Beach	29579
6-8	Socastee Middle	151 Easo Road	Myrtle Beach	29588
6-8	St. James Middle	9775 St. James Road	Myrtle Beach	29588
6-8	Ten Oaks Middle	150 Revolutionary War Way	Myrtle Beach	29579
6-8	Whittemore Park Middle	1808 Rhue Street	Conway	29527
CD-5	Aynor Elementary	518 Jordanville Road	Aynor	29511
CD-4	Burgess Elementary	9645 Scipio Lane	Myrtle Beach	29588
CD-5	Carolina Forest Elementary	285 Carolina Forest Blvd.	Myrtle Beach	29579
CD-5	Conway Elementary	1101 Snowhill Drive	Conway	29526
CD-5	Daisy Elementary	2801 Red Bluff Road	Loris	29569
CD-5	Forestbrook Elementary	4000 Panthers Parkway	Myrtle Beach	29588
CD-5	Green Sea Floyds Elem	5000 Tulip Grove Road	Green Sea	29545
CD-5	Homewood Elementary	108 N. Clemson Circle	Conway	29526
CD-5	Kingston Elementary	4580 Highway 472	Conway	29526
CD-5	Lakewood Elementary	1675 Highway 396	Myrtle Beach	29575
CD-5	Loris Elementary	901 Highway 9 Bus., E.	Loris	29569
CD-5	Midland Elementary	3011 Nichols Highway	Galivants Ferry	29544
CD-K	Myrtle Beach Early Childhd	612 29th Ave N	Myrtle Beach	29577
3-5	Myrtle Beach Elementary	950 Seahawk Way	Myrtle Beach	29577
1-2	Myrtle Beach Primary	620 29th Ave North	Myrtle Beach	29577
CD-5	Ocean Bay Elementary	950 International Drive	Myrtle Beach	29579
CD-5	Ocean Drive Elementary	901 11th Ave., N.	N. Myrtle	29582
CD-5	Palmetto Bays Elementary	8900 Highway 544	Myrtle Beach	29588
CD-5	Pee Dee Elementary	8555 Highway 134	Conway	29527
CD-5	River Oaks Elementary	700 Augusta Plantation Drive	Myrtle Beach	29579
CD-5	Riverside Elementary	1283 Highway 57, S.	Little River	29568
CD-4	Seaside Elementary	1605 Woodland Drive	Garden City	29576
CD-5	Socastee Elementary	4223 Socastee Blvd.	Myrtle Beach	29588
CD-5	South Conway Elementary	3001 Fourth Ave.	Conway	29527
CD-4	St. James Elementary	9711 St. James Rd.	Myrtle Beach	29588
5-6	St. James Intermediate	9641 Scipio Lane	Myrtle Beach	29588
CD-5	Waccamaw Elementary	251 Claridy Road	Conway	29528
CD-5	Waterway Elementary	700 Sandridge Road	Little River	29568
	District Office	335 Four Mile Road	Conway	29526
	Facilities/Whse/Bus Shop	1160 E Hwy 501	Conway	29526
	Transportation	2205 Church Street	Conway	29526
	Socastee Annex	4950 Socastee Blvd	Myrtle Beach	29588

OFFEROR'S CHECKLIST AVOID COMMON BID/PROPOSAL MISTAKES

Review this checklist prior to submitting your bid/proposal.
If you fail to follow this checklist, you risk having your bid/proposal rejected.

- DO NOT INCLUDE ANY OF YOUR STANDARD CONTRACT FORMS!
- UNLESS EXPRESSLY REQUIRED, DO NOT INCLUDE ANY ADDITIONAL BOILERPLATE CONTRACT CLAUSES.
- REREAD YOUR ENTIRE BID/PROPOSAL TO MAKE SURE YOUR BID/PROPOSAL DOES NOT TAKE EXCEPTION TO ANY OF THE DISTRICT'S MANDATORY REQUIREMENTS.
- MAKE SURE YOU HAVE PROPERLY MARKED ALL PROTECTED, CONFIDENTIAL, OR TRADE SECRET INFORMATION IN ACCORDANCE WITH THE INSTRUCTIONS ENTITLED: SUBMITTING CONFIDENTIAL INFORMATION.
 - ***DO NOT MARK YOUR ENTIRE BID/PROPOSAL AS CONFIDENTIAL, TRADE SECRET, OR PROTECTED!***
 - ***DO NOT INCLUDE A LEGEND ON THE COVER STATING THAT YOUR ENTIRE RESPONSE IS NOT TO BE RELEASED!***
- HAVE YOU PROPERLY ACKNOWLEDGED ALL AMENDMENTS? INSTRUCTIONS REGARDING HOW TO ACKNOWLEDGE AN AMENDMENT SHOULD APPEAR IN ALL AMENDMENTS ISSUED.
- MAKE SURE YOUR BID/PROPOSAL INCLUDES A COPY OF THE SOLICITATION COVER PAGE. MAKE SURE THE COVER PAGE IS SIGNED BY A PERSON THAT IS AUTHORIZED TO CONTRACTUALLY BIND YOUR BUSINESS.
- MAKE SURE YOUR BID/PROPOSAL INCLUDES THE NUMBER OF COPIES REQUESTED.
- CHECK TO ENSURE YOUR BID/PROPOSAL INCLUDES EVERYTHING REQUESTED!
- IF YOU HAVE CONCERNS ABOUT THE SOLICITATION, DO NOT RAISE THOSE CONCERNS IN YOUR RESPONSE! **AFTER OPENING, IT IS TOO LATE! IF THIS SOLICITATION INCLUDES A PRE-BID/PROPOSAL CONFERENCE OR A QUESTION & ANSWER PERIOD, RAISE YOUR QUESTIONS AS A PART OF THAT PROCESS!** PLEASE SEE INSTRUCTIONS UNDER THE HEADING "SUBMISSION OF QUESTIONS" AND ANY PROVISIONS REGARDING PRE-BID/PROPOSAL CONFERENCES.

This checklist is included only as a reminder to help Offerors avoid common mistakes. Responsiveness will be evaluated against the solicitation, ***not*** against this checklist. You do not need to return this checklist with your response. [09-9010-1]

END OF SOLICITATION