

 <p>School District Five Of Lexington and Richland Counties</p>	<b>District Five of Lexington and Richland Counties</b>  <b>Request for Proposals Amendment # 1</b>	Solicitation #	<b>2019-017</b>
		Date Issued	<b>December 19, 2018</b>
		Procurement Official	<b>Lynda Robinson</b>
		Phone	<b>(803) 476-8140</b>
		E-Mail Address	<b>ljrobins@lexrich5.org</b>

DESCRIPTION	District-wide Grounds Maintenance Services
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*The Term "Offer" Means Your "Bid" or "Proposal"*

SUBMIT OFFER BY	January 15, 2019 at 3:00 PM
QUESTIONS MUST BE RECEIVED BY	January 3, 2019 at 2:00 PM
NUMBER OF COPIES TO BE SUBMITTED	<b>1</b>

**Offers must be submitted in a sealed package. Solicitation number & Opening Date must appear on package exterior.**

SUBMIT YOUR SEALED OFFER TO:

**District Five of Lexington and Richland Counties  
Purchasing Office  
1020 Dutch Fork Road  
Irmo, SC 29063**

<b>CONFERENCE TYPE:</b> <b>DATE &amp; TIME:</b> As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	<b>LOCATION:</b>
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<b>AWARD &amp; AMENDMENTS</b>	The award, this solicitation, and any amendments will be posted at the following web address: <a href="http://www.lexrich5.org/Page/19911">www.lexrich5.org/Page/19911</a>
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You **must** submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of sixty (60) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)		<b>OFFEROR'S TYPE OF ENTITY:</b> (Check one) <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 _____ (See "Signing Your Offer" provision.)
AUTHORIZED SIGNATURE  (Person signing <b>must</b> be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		
TITLE (Business title of person signing above)		
PRINTED NAME (Printed name of person signing above)	DATE SIGNED	
Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. The entity named as the Offeror <b>must</b> 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>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.		
STATE OF INCORPORATION  (If Offeror is a corporation, identify the state of Incorporation.)		TAXPAYER IDENTIFICATION NO.

**COVER PAGE**

PAGE TWO  
(Return Page Two with Your Offer)

<b>HOME OFFICE ADDRESS</b> (Address for Offeror's home office / principal place of business)	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.)				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Area Code:</td> <td style="width: 25%;">Number:</td> <td style="width: 25%;">Extension:</td> <td style="width: 25%;">Facsimile:</td> </tr> </table>	Area Code:	Number:	Extension:	Facsimile:
Area Code:	Number:	Extension:	Facsimile:		
	E-Mail Address:				
<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent)				
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address (check only one)	Order E-Mail Address:				
	<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.

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

DISCOUNT FOR PROMPT PAYMENT	10 Calendar Days (%)	20 Calendar Days(%)	30 Calendar Days (%)	_____ Calendar Days (%)
	_____	_____	_____	

**MINORITY PARTICIPATION**

Please answer the following question:

1. Are you certified as a MOB/WOB (minority-owned business/woman-owned business) by the State of South Carolina?

Yes    No

If yes, provide certification number: \_\_\_\_\_.

**AMENDMENT NO 1.  
DISTRICT-WIDE GROUNDS MAINTENANCE SERVICES  
SOLICITATION 2019-017**

**ACKNOWLEDGE RECEIPT**

Submitters shall acknowledge receipt of amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two of the original solicitation (3) by letter, or (4) by submitting a response that indicates in some way that the firm received the amendment.

All sections of the original Request for Proposal not appearing in this amendment shall remain unchanged.

**Changes to the Request for Proposal**

1. **Reference Section VIII., Bid Schedules-** A new bid schedule is included with this amendment. The new bid schedule includes schools omitted from the previous bid schedule **and** a separate lot for the Mowing of Athletic Fields.
2. **Reference Attachment B, Site Visit log-**A new site visit log is included with this amendment. The new site visit log includes the Former Alternative Academy Site and deletes the Academy for Success from the Spring Hill High site. The Academy for Success is housed within the Spring Hill High site.
3. **Reference Section III, Specifications, Section A. Grounds Maintenance, Athletic Fields and Athletic Areas -** The section is amended by deleting the items that have been struck through. The remaining items, bleacher and seating areas, common areas, areas around concession stands, areas around baseball and softball fields, and areas within stadiums that have landscaping or grass, shall remain in the scope of work under Grounds Maintenance.

**Athletic Fields and Athletic Areas**

- ~~1. Contractor shall mow all athletic fields and aprons two times per week when the turf or rye grass is growing. Cuttings shall be performed so that no more than 1/3 of the leaf surface is removed at any one time. Contractor shall mow more often, as necessary, to maintain turf height. Contractor shall follow ASTM standard F2269-11 Maintaining Warm Season Turf Grasses on Athletic Fields. The DR shall specify recommended days for cutting and preferred turf height.~~
- ~~2. Tifway Bermuda grass shall be maintained at 7/8" inch height or as requested by the DR.~~
- ~~3. Perennial rye shall be maintained at 7/8" inch height or as requested by the DR.~~
- ~~4. Contractor shall be responsible for mowing baseball fields, softball fields and practice fields during the growing season. This includes the following sports fields:
  - ~~• Chapin High School – track field and shot put area, baseball field, softball field, and two practice fields. Contractor is responsible for maintaining the turf/grass line where it meets the track surface/curb and along the pole vault, long jump and shot put surfaces.~~
  - ~~• Dutch Fork High School – two practice fields, baseball field, softball field, and shot put area. Contractor is responsible for maintaining the turf/grass line where it meets the track surface/curb and along the pole vault, long jump and shot put surfaces.~~
  - ~~• Irmo High School – practice field, baseball field, baseball practice infield, softball field, and track field. Contractor is responsible for maintaining the turf/grass line where it meets the track surface/curb and along the pole vault, long jump and shot put surfaces.~~~~
- ~~5. Baseball and softball fields shall be mowed during winter and spring play.~~

6. ~~Contractor shall include the following areas when maintaining athletic fields:~~
  - Bleacher and seating areas.
  - ~~Fence lines interior and exterior.~~
  - Common areas.
  - Areas around concession stands and around baseball and softball fields.
  - ~~Bullpen areas.~~
  - ~~Aprons.~~
  - Areas within stadiums that have landscaping or grass are to be serviced as specified with the regular grounds maintenance services.
7. ~~When required, the Contractor shall remove excess grass clippings from turf and dispose off-site.~~
8. ~~The contractor shall use a District approved reel mower when mowing baseball and softball fields during competition play. During times of non-competition play, the contractor may use either a District approved reel mower or a District approved rotary mower on all athletic fields.~~

4. **Reference Section III, Specifications-** The section is amended by adding the following:

**C. MOWING OF ATHLETIC FIELDS**

Aerial photos are provided to reference the location of athletic fields on school campuses. They are not intended to be exact measurements or location of boundaries and features.

1. Contractor shall mow all athletic fields and aprons two times per week when the turf or rye grass is growing. Cuttings shall be performed so that no more than 1/3 of the leaf surface is removed at any one time. Contractor shall mow more often, as necessary, to maintain turf height. Contractor shall follow ASTM standard F2269-11 - Maintaining Warm Season Turf Grasses on Athletic Fields. The DR shall specify recommended days for cutting and preferred turf height.
2. Tifway Bermuda grass shall be maintained at 7/8" inch height or as requested by the DR.
3. Perennial rye shall be maintained at 7/8" inch height or as requested by the DR.
4. Contractor shall be responsible for mowing baseball fields, softball fields and practice fields during the growing season. This includes the following sports fields:
  - Chapin High School - track field and shot put area, baseball field, softball field, and two practice fields. Contractor is responsible for maintaining the turf/grass line where it meets the track surface/curb and along the pole vault, long jump and shot put surfaces.
  - Dutch Fork High School - two practice fields, baseball field, softball field, and shot put area. Contractor is responsible for maintaining the turf/grass line where it meets the track surface/curb and along the pole vault, long jump and shot put surfaces.
  - Irmo High School - practice field, baseball field, baseball practice infield, softball field, and track field. Contractor is responsible for maintaining the turf/grass line where it meets the track surface/curb and along the pole vault, long jump and shot put surfaces.
5. Baseball and softball fields shall be mowed during winter and spring play.
6. Contractor shall include the following areas when maintaining athletic fields:
  - Fence lines interior and exterior.
  - Bullpen areas.
  - Aprons.
7. When required, the Contractor shall remove excess grass clippings from turf and dispose off-site.
8. The contractor shall use a District approved reel mower when mowing baseball and softball fields during competition play. During times of non-competition play, the contractor may use either a District approved reel mower or a District approved rotary mower on all athletic fields

5. This amendment includes a legend for the aerial photos.

## Solicitation Questions Received

1. **Question:** I am reviewing solicitation #2019-017 to see if we want to participate and I noticed a couple things. You guys provided pictures (site maps) for Lake Murray Elementary, Chapin Intermediate and Dutch Fork Elementary, and all three are listed in Attachment A Site Addresses and Definition of Work Area and Attachment B Site Visit Log. However, these three locations are not included on the Lot 1 & Lot 2 Bid Schedules. Are they part of the RFP?  
**Response:** A new bid schedule is included with this amendment. The new bid schedule includes schools omitted from the previous bid schedule **and** a separate lot for the Mowing of Athletic Fields.
2. **Question:** With respect to the holiday schedule, may we perform site tours during winter break? If so, how may we get signed off on site visits?  
**Response:** Site visits may be conducted during winter break. Site visits are not required to be signed off by District personnel. Site visit logs must list the name of the company representative(s) conducting the visit. When school is in session, visitors must sign in and out of the schools.
3. **Question:** Do bidders need to make appointments with the schools/locations prior to visits? Also, are there school/district closures that would prevent bidders from signing in at sites from now until the bid due date?  
**Response:** Bidders do not need to make appointments with the schools/locations prior to visits. See response to question # 2.

**End of Amendment 1**

**LOT 1**

**BID SCHEDULE  
GROUNDS MAINTENANCE**

Provide all labor and materials, equipment and supplies campus-wide for grounds maintenance services on a seven (7) day growing season service cycle and a ten (10) day non-growing season service cycle as specified at the following locations. **Reference Section III, Specifications, A. Grounds Maintenance.**

District Office	_____
Former Alternative Academy Site	_____
Ballentine Elementary School	_____
The Center for Advanced Technical Studies	_____
Chapin Elementary School	_____
Chapin Middle School	_____
Chapin High School	_____
Chapin Intermediate School	_____
Cross Roads Intermediate School	_____
Dutch Fork Elementary School	_____
Dutch Fork Middle School	_____
Dutch Fork High School	_____
Harbison West Elementary School	_____
HE. Corley Elementary School	_____
Lake Murray Elementary School	_____
Irmo Elementary School	_____
Irmo Middle School	_____
Irmo High School	_____
Leaphart Elementary School	_____
Nursery Road Elementary School	_____
Oak Pointe Elementary School	_____

River Springs Elementary School \_\_\_\_\_

Seven Oaks Elementary School \_\_\_\_\_

Spring Hill High School \_\_\_\_\_

Gibbes Street Annex Office \_\_\_\_\_

Wescott Road Property \_\_\_\_\_

LOT 1 - TOTAL COST FOR ALL LOCATIONS:

Year One \_\_\_\_\_

Year Two \_\_\_\_\_

Year Three \_\_\_\_\_

Year Four \_\_\_\_\_

Year Five \_\_\_\_\_

GRAND TOTAL FOR  
FIVE YEARS (BASIS OF AWARD) \_\_\_\_\_

**ALTERNATE PRICING LOT 1  
10 DAY SERVICE CYCLE**

Provide all labor and materials, equipment and supplies campus-wide for grounds maintenance services on a ten (10) day service cycle as specified at the following locations.

District Office \_\_\_\_\_

Former Alternative Academy Site \_\_\_\_\_

Ballentine Elementary School \_\_\_\_\_

The Center for Advanced Technical Studies \_\_\_\_\_

Chapin Elementary School \_\_\_\_\_

Chapin Middle School \_\_\_\_\_

Chapin High School \_\_\_\_\_

Chapin Intermediate School \_\_\_\_\_

Cross Roads Intermediate School \_\_\_\_\_

Dutch Fork Elementary School \_\_\_\_\_

Dutch Fork Middle School	_____
Dutch Fork High School	_____
Harbison West Elementary School	_____
HE. Corley Elementary School	_____
Irmo Elementary School	_____
Irmo Middle School	_____
Irmo High School	_____
Lake Murray Elementary School	_____
Leaphart Elementary School	_____
Nursery Road Elementary School	_____
Oak Pointe Elementary School	_____
River Springs Elementary School	_____
Seven Oaks Elementary School	_____
Spring Hill High School	_____
Gibbes Street Annex Office	_____
Wescott Road Property	_____

**LOT 1 ALTERNATE PRICING 10 DAY SERVICE CYCLE  
TOTAL COST FOR ALL LOCATIONS:**

Year One	_____
Year Two	_____
Year Three	_____
Year Four	_____
Year Five	_____
<b>GRAND TOTAL FOR FIVE YEARS</b>	_____

**Signature of Authorized Official:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**LOT 2**

**BID SCHEDULE  
SHRUBBERY, TREE AND BED MAINTENANCE**

Provide all labor, materials, equipment and supplies for tree and shrubbery maintenance, flower and shrub bed maintenance, and bedding material maintenance as specified at the following locations.

**Reference Section III, Specifications, B. Shrubby, Tree and Bed Maintenance.**

District Office	_____
Former Alternative Academy Site	_____
Ballentine Elementary School	_____
The Center for Advanced Technical Studies	_____
Chapin Elementary School	_____
Chapin Middle School	_____
Chapin High School	_____
Chapin Intermediate School	_____
Cross Roads Intermediate School	_____
Dutch Fork Elementary	_____
Dutch Fork Middle School	_____
Dutch Fork High School	_____
Harbison West Elementary School	_____
HE. Corley Elementary School	_____
Irmo Elementary School	_____
Irmo Middle School	_____
Irmo High School	_____
Lake Murray Elementary School	_____
Leaphart Elementary School	_____
Nursery Road Elementary School	_____
Oak Pointe Elementary School	_____
River Springs Elementary School	_____

Seven Oaks Elementary School \_\_\_\_\_  
Spring Hill High School \_\_\_\_\_  
Gibbes Street Annex Office \_\_\_\_\_  
Wescott Road Property \_\_\_\_\_

**LOT 2 - TOTAL COST FOR ALL LOCATIONS:**

Year One \_\_\_\_\_  
Year Two \_\_\_\_\_  
Year Three \_\_\_\_\_  
Year Four \_\_\_\_\_  
Year Five \_\_\_\_\_  
GRAND TOTAL FOR  
FIVE YEARS (BASIS OF AWARD) \_\_\_\_\_

**Signature of Authorized Official:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**LOT 3**

**BID SCHEDULE  
MOWING OF ATHLETIC FIELDS**

Provide all labor and materials, equipment and supplies for the mowing of athletic fields as specified at the following locations. **Reference Section III, Specifications, C. Mowing of Athletic Fields.**

	<b>Annual Cost</b>
<b>Chapin High School</b>	\$ _____
<b>Dutch Fork High School</b>	\$ _____
<b>Irmo High School</b>	\$ _____
<b>LOT 1 - TOTAL COST FOR ALL LOCATIONS:</b>	
Year One	\$ _____
Year Two	\$ _____
Year Three	\$ _____
Year Four	\$ _____
Year Five	\$ _____
<b>GRAND TOTAL FOR FIVE YEARS (BASIS OF AWARD)</b>	\$ _____

**Signature of Authorized Official:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ATTACHMENT B**

**SITE VISIT LOG**

The form is to be fully completed and submitted with your proposal. I certify that a company representative has visited each of the following facilities:

**Ballentine Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Chapin Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Dutch Fork Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Harbison West Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**H.E. Corley Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Irmo Elementary and Gibbes Street Annex Office**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Lake Murray Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Leaphart Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Nursery Road Elementary**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Oak Pointe Elementary School**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**SITE VISIT (cont.)**

**River Springs Elementary**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Seven Oaks Elementary**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Chapin Intermediate School**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**CrossRoads Intermediate School**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Chapin Middle**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Dutch Fork Middle**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Irmo Middle**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Chapin High**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Dutch Fork High**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Irmo High**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**Spring Hill High**

Person(s) attending \_\_\_\_\_  
Date of visit \_\_\_\_\_

**SITE VISIT (cont.)**

**Center for Advanced Technical Studies**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**District Office**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Chapin Transportation Office**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Dutch Fork Transportation Offices**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Irmo Transportation Offices**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Wescott Road Property**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Former Alternative Academy Site**

Person(s) attending \_\_\_\_\_

Date of visit \_\_\_\_\_

**Signature of Authorized Official:** \_\_\_\_\_

**Print name and Title:** \_\_\_\_\_

## Aerial Photos Legend

Red – Property boundary

Green – Curb appeal

Yellow – Slopes

Blue – Retention/detention ponds

Yellow - Athletic fields