



REQUEST FOR QUOTE (RFQ)

REQUESTOR: City of Georgetown
1134 North Fraser Street
Georgetown, SC 29440
Contact: Daniella Howard, Purchasing Agent
Email: dhoward@cogsc.com
Phone: 843.545.4043

PROJECT: Port Tank Rehabilitation Project #1513 – Lead Based Paint Testing

DATE OF ISSUE: Monday, August 26, 2019

DUE: **On or before 3:00 PM EST (local time) Thursday, September 5, 2019**

Submit proposals by email only to:

Daniella Howard, Purchasing Agent – dhoward@cogsc.com

Background

The City of Georgetown (City) is an incorporated municipality with a population of just under 10,000 residents. The City is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the end point of the area commonly known as “The Grand Strand”. The City is bordered by the Winyah Bay to the east and the Sampit River to the south. Tourism is a major economic driver in the area, as well as local industries, such as International Paper and Tideland Hospital. The City is the county seat and operates under the Mayor-Council form of government as set forth in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at www.cogsc.com.

The 500,000-gallon steel tank was erected in 1973. The height to the bottom of the tank is 86.33 feet with six (6) 30-inch diameter support columns, and a main 5-foot shaft. The Port Tank continues to service the City’s water distribution system and to supply potable water to nearly 4,500 customers. The City intends to rehabilitate the steel tank and all its metal accessories by sandblasting to the bare surface and repainting the tank. See Exhibit A.

The tank is located at the intersection of South Fraser Street (Highway 17N) and Bourne Street across the street from the Georgetown Steel Mill.

Scope of Services

The City of Georgetown is seeking proposals from certified lead-based paint inspectors (consultant) to sample, test, analyze paint chips, and to report its findings. The purpose of this test is to collect paint chip samples of the existing steel tank paint material and to determine the presence and levels of lead in the paint (if any) and to provide the client with a certified laboratory test report, conclusions, and recommendations.

The testing and reporting shall performed in accordance with federal EPA, OSHA and state SCDHEC guidelines.

Consultant will be responsible to collect thirty (30) paint samples in the exterior and interior of the tank. Ten samples at ground level (tank supports and main shaft), ten (10) samples of exterior tank hull, and ten (10) samples of interior of tank. Sampling and testing must be performed by a certified lead-based paint inspector. Selected consultant shall provide a copy of the inspector certification to the City prior to the start of any field activities. Field technician must be experienced in collecting paint samples and in climbing elevated water tanks.

Consultant shall report findings to the City in an expeditious manner and verify or rule out the presence of lead above the acceptable levels. Consultant’s report must include an interpretation of results, recommendations, conclusions, and a remedial plan of action (if applicable). Final report must be submitted to the City within two (2) weeks of site sampling and collection.

Schedule of Events

The following is the schedule of events listed in the order of occurrence:

MILESTONE EVENT	DATE	TIME EST (LOCAL TIME)
1. RFQ issued	Monday, August 26, 2019	
2. Deadline for questions - email to oarteaga@cogsc.com	Friday, August 30, 2019	3:00 pm
3. Deadline for addenda(s) to be posted to the City's website www.cogsc.com	Tuesday, September 3, 2019	5:00 pm
4. Proposal due date	Thursday, September 5, 2019	on or before 3:00 pm
5. Site visit and sampling	Week of September 16 th , 2010	
6. Report Submittal	Two (2) weeks after site sampling	

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post to the City’s website and notify known participants. The City reserves the right to issue addenda to this RFQ up to three (3) days before the RFQ due date as needed to clarify the City’s desires, or to make corrections or changes to the RFQ document or submittal process.

The City reserves the right to request additional information at any time from any and all prospective firms or individuals as deemed necessary by the City to evaluate the proposals. This process may not be used, however, as an opportunity to submit missing documentation or to make substantive revisions to the original proposal.

When the Purchasing Department is closed due to force majeure, bid and proposal openings will be postponed to the same time on the next official business day.

The City reserves the right to cancel or reissue the RFQ and/or revise the schedule at any time.

The City also reserves the right to reject any or all proposals as deemed to be in its best interest, and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

All information will be updated and posted on the City’s website www.cogsc.com under “Bids”. It is the firm’s responsibility to obtain the information directly from the City’s website regarding this project.

Submittal Instructions

Submit lump sum proposal by email only to dhoward@cogsc.com.

Proposal must include cost for the following scope of work for:

1. Project management.
2. Site sampling at ground level tank shaft and legs, and above-ground exterior tank hull, and interior of tank by a certified lead-based paint inspector.
3. Collect and test a total of thirty (30) paint chip samples.
4. Report preparation.

Note: Sample collector must be experienced in climbing elevated water tanks and associated use of safety equipment.

Insurance and Business License Requirements

The selected firm will be required to provide proof of insurance with a minimum amount of \$1,000,000 as follows:

- Comprehensive General Liability (per occurrence);
- Comprehensive Auto Liability (per occurrence); and
- Workers' Compensation Liability
- Professional Liability

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the consultant's agreement. Certificate of insurance shall be submitted to the City prior to commencement of services.

The selected firm shall be required to retain a business license in the City of Georgetown.

Questions

No answers will be given over the phone.

Questions regarding this RFQ should be submitted in writing to oarteaga@cogsc.com, no later than 3:00 pm EST (local time), Friday, August 30, 2019. No questions will be accepted after the aforementioned deadline. All submittals shall include the following in the subject line:

Port Tank Testing

Answers to questions will be posted on the City's website at www.cogsc.com under "Current Bids" as an Addendum no later than 5:00 pm EST (local time), Tuesday, September 3, 2019.

Exhibits Available

Exhibit A – Photos and Map