



YORK COUNTY GOVERNMENT

PURCHASING DEPARTMENT

P O Box 180, 6 South Congress Street

York, South Carolina 29745-0180

(803) 684-8520

www.yorkcountygov.com

**MANDATORY PRE-BID MEETING
INVITATION FOR BIDS**

Date: October 28, 2009

BID ID # 1919/11-12-09

York County will be seeking sealed Bids in the near future from qualified building contractors for the renovations to an Army Reserve Center are subject to all conditions, and provisions, etc., set forth herein and attached. **A Mandatory Pre-Bid meeting** will be held at the U. S. Army Reserve Center at 515 South Cherry Road, Rock Hill, SC at 3:30 P.M.E.S.T. on Thursday, November 12, 2009, to critique the project, perform a general walkthrough, review building plans, discuss the project requirements, ask/answer questions and set a bid opening date.

COUNTY OF YORK
By 
W. F. White
Director of Purchasing

SPECIAL CONDITIONS

A mandatory pre-bid meeting to critique this project, perform a general walkthrough, review building plans, discuss the project requirements, ask/answer questions and set a bid opening date will be held at the site location on Thursday, November 12, 2009 at 3:30 p.m. All interested prospective bidders are requested to come to the U.S. Army Reserve Center at 515 South Cherry Road in Rock Hill, SC to discuss this project and pick up a set of plans at that time.

SEE ATTACHED INSTRUCTIONS

INSTRUCTIONS TO BIDDERS

- a. **Submit one (1) signed original and two (2) signed copies of bid.**
- b. Bids, amendments thereto or withdrawal requests received after the time advertised for bid opening will be void regardless of when they were mailed.
- c. Quote prices on units specified with packing included.
- d. Attach complete specifications for any permitted substitutions offered or when amplification is desirable or necessary.
- e. If specifications or description papers are submitted with bids, enter bidder's name thereon.
- f. If the article bid upon has a trade name or brand, show same in the bid.
- g. When required, furnish samples, free of expense, prior to the opening of bids.
- h. Show delivery time required after order is received (see BID below).
- i. Address and mark bids as indicated in the notice.

CONDITIONS

- a. The County reserves the right to reject any and all bids, and to waive all technicalities.
- b. Unit prices will govern over extended prices, unless otherwise stated in notice.
- c. Time in connection with discount offered, will be computed from date of delivery of commodities to carrier, when inspection and acceptance is at point of origin; or date of delivery at destination; or if laboratory inspection is made part of the bid, from date of laboratory report.
- d. In case of default of contractor, the County reserves the right to purchase any or all items in default in open market, charging contractor with any excessive costs. Should such change be assessed, no subsequent bids nor the defaulting contractor will be considered until the assessed charge has been satisfied.
- e. All materials and products offered must be guaranteed to meet the requirements of the specifications indicated, given or referred to.
- f. Prices bid must be based upon payment in thirty days. Discounts for payment in less than thirty days will not be considered in making award.
- g. The right is reserved in case tie bids are received to make award as considered to be most advantageous to the County.
- h. The right is reserved to reject any bid in which the delivery time indicated is considered sufficient to delay the operation for which the commodity is intended.
- i. Unless otherwise indicated by the Procurement Director, prices must be firm.
- j. The successful bidder shall indemnify and save harmless the County of York and all County officials, agents and employees, from all suits or claims of any character brought by reason of infringing on any patent trade mark or copyright.
- k. Bidders must guarantee price for a period of not less than 45 days.

DATE

FEDERAL ID #

COMPANY NAME

AUTHORIZED SIGNATURE

COMPANY ADDRESS

PRINT OR TYPE NAME ABOVE

CITY, STATE, ZIP+4

Definitions of categories as related to your firm
Please check one

COMPANY TELEPHONE NUMBER

- _____ Not Minority Owned
- _____ African American
- _____ Caucasian Female
- _____ African American Female
- _____ Alute
- _____ Eskimo
- _____ East Indian
- _____ Hispanic American
- _____ Native American
- _____ Oriental

COMPANY FAX # (IF APPLICABLE)

EMAIL ADDRESS

S. C. SALES TAX # (ONLY IF OUT OF STATE)

INVITATION TO A PRE-BID MEETING RENOVATIONS TO AN ARMY RESERVE CENTER

OVERVIEW

A. York County will be seeking bids in the near future from qualified building contractors to provide all materials, labor, equipment, tools, services and supervision necessary to renovate a one-story building located in Rock Hill, SC.

OBJECTIVE

A. The objective of this Request is to solicit interest from qualified professional building contractors licensed to do business in the State of South Carolina who can provide services related to the renovations of a vacant US Army Reserve Center. County administration intends to have the US Army Reserve Center located at 515 South Cherry Road in Rock Hill, SC renovated for use by the York County Sheriff's Office. This property, which occupies 2.11 acres and includes 2 buildings (one of which is approximately 12,000 square feet), will be used by the county's Sheriff's Office for general office needs, evidence storage and the storage of SWAT and other emergency response equipment. An existing vehicle wash pad and covered vehicle wash area on the site is expected to be used for county vehicles.

HISTORY

A. After several months of feasibility studies, County administration determined that the facility would be best suited for law enforcement use. In 2008 the Sheriff's Office and County administration developed short and long range renovation plans for the facility. Abatement, HVAC, plumbing, and structural studies were performed. Based upon the results of these studies, as the first priority, County staff determined that the roof had developed several leaks and needed immediate attention. In April of 2009, Roof Engineering, Inc. from Charlotte, NC developed specifications for roof repair, and in June 2009 Mecklenburg Roofing Company from Charlotte, NC was contracted to make the repairs. In August 2009 Montgomery Associates from York, SC was employed to develop interior renovation plans, including HVAC, plumbing, electrical, carpentry, and ADA requirements. These improvements have recently been approved by the Sheriff and County administration and are included in this Request.

SCOPE

A. The scope of work developed by Montgomery Associates has been incorporated with the plans and drawings and will be available at a mandatory pre bid meeting, or can be picked up at the York County Purchasing Department in York, SC during normal business hours, Monday-Friday, at no cost.

PRE-BID MEETING

A. A mandatory pre-bid meeting to critique this project, perform a general walkthrough, review building plans, discuss the project requirements, ask/answer questions and set a bid opening date will be held at the site location on Thursday, November 12, 2009 at 3:30 p.m. All interested prospective bidders are requested to come to the U.S. Army Reserve Center at 515 South Cherry Road in Rock Hill, SC to discuss this project and pick up a set of plans at that time.

B. No price is required at this time. A pricing sheet will be sent to pre-bid participants prior to the bid opening date.

C. A bid opening date suitable to all participants will be set during the pre-bid meeting.

D. Throughout the solicitation process, if it becomes necessary to revise any part of this Request, written amendments will be provided in an electronic format to all potential Bidders. Amendments related to the Request can be accessed through the Purchasing Department homepage as follows:

www.yorkcountygov.com/Departments/departmentsN2/ActiveBids.com

LOCATION

A. Geographically, York County is located in upstate South Carolina and is bordered by Lancaster, Chester, and Cherokee Counties in South Carolina and Mecklenburg County in North Carolina.

B. The City of Rock Hill is located in the upper region of York County and is approximately 10-miles south of the North Carolina/South Carolina state line.

C. The Army Reserve Center is located at 515 South Cherry Road between the York County Natural Gas Authority, 979 West Main Street, and the York County Cherry Road Law Buildings, 529 South Cherry Road. The Army Reserve Center is approximately 0.1 of a mile south of the intersection of South Cherry Road and West Main Street. Parking is available at the rear of the building.

D. If necessary, additional directions can be obtained by contacting the York County Purchasing Department at 803-684-8520.

INTENT

A. York County is interested in contracting with one qualified contractor who employs skilled professional workers, thoroughly trained and experienced in the necessary crafts required to properly renovate the facility as per the developed specifications.

B. It is the intent and purpose of York County to be fair, equitable, impartial, and promote competition. Therefore, it will be the bidder's responsibility to advise York County if any language, requirements, etc., or any combinations of that, inadvertently restricts or limits the requirements stated in this bid to a single source.

C. Removal or replacement of any existing equipment is not a requirement of this Bid Request.

D. To ensure the integrity of the competitive process, all prospective bidders should avoid contacting any public official, or department, other than the persons listed in the document, either directly or indirectly.

E. All Bidders including all employees of the Bidder must comply with all applicable Federal, State and County laws pertaining to contracts entered into by governmental agencies, including non-discriminating employment. Contracts entered into on the basis of submitted proposal responses are revocable if contrary to law. Contracts for work resulting from this Request will obligate the Bidder to not discriminate on the basis of race, color, creed, religion, handicap or national origin in their employment practices.

CONTACTS

A. All clarifications or questions regarding the specifications outlined in this Request should be made during normal business hours 8:00 a.m. – 5:00 p.m., Monday – Friday, to:

- Ben Montgomery, Architect
- Phone: 803-628-6247
- Fax: 803-628-6247
- Email: Cabinben@aol.com

B. Questions concerning this project can be made during normal business hours 8:00 a.m. – 5:00 p.m., Monday – Friday, to:

- W. F. White, Director of Purchasing
- Phone: 803-684-8520
- Bill.white@yorkcountygov.com