

AIKEN COUNTY PUBLIC SCHOOLS

REQUEST FOR BID

PROJECT MANUAL

FOR

2024 Scrubbing and Coating of Gymnasium Floors



Jefferson Elementary, RSM Elementary, Aiken Middle, Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High School

BID #: 22024B

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SCHEDULE OF PROGRESS

February 6 , 2024	2:00 p.m. Pre-bid Conference (Non-Mandatory) at the Operations Center at 61 Given Street, Aiken, SC 29805.
February 20, 2024	3:00 p.m. Bids received at the Operations Center at 61 Given Street, Aiken, SC 29805.
March 13, 2024	Awarding of contract
July 15, 2024	All work installed in place

INVITATION TO BID

The School District of Aiken County will accept bids for the 2024 Scrubbing and Coating of Gymnasium floors at; Jefferson Elementary, RSM Elementary, Aiken Middle, Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High Schools.

Sealed bids will be received by the Owner until 3:00 p.m. on February 20, 2024, at the Facilities Construction Department in the Operations Center of Aiken County Public Schools (2nd floor) at 61 Given Street, Aiken, South Carolina 29805 at which time and place all bids will be publicly opened and read aloud. Performance and Labor/Materials (Payment) Bonds along with notarized Power of Attorney will be required at 100% from each awarded bidder.

Specifications may be obtained from the website www.acpsd.net > Departments > Facilities Construction. The **non-mandatory** pre-bid will be held on **February 6, 2024, at 2:00 p.m.** at the Aiken County Public Schools Operations Center, 61 Given Street, Aiken, South Carolina . All contractors will be required to inspect the individual schools by contacting the principal for a predetermined appointment after this meeting. Sign in sheets will be available at the principal's office.

A Bid Bond or certified check in the amount of five percent of the base bid will be required. A valid Certificate of Insurance must also be submitted with the bid. The Owner reserves the right to reject any and/or all bids and to waive all technicalities and formalities. No bid may be withdrawn for a period of sixty days after opening. Additional information may be obtained by contacting: Kevin A. Chipman, Director of Facilities Construction, at kchipman@acpsd.net and bclark@acpsd.net (803) 642-0436 or Jeremiah Jones, Coordinator of Facilities Construction, at jjones2@acpsd.net (803) 645-9084.

BID#22024

INSTRUCTIONS TO BIDDERS

1.00 DEFINITIONS

1.01 BIDDING DOCUMENTS include:

- Invitation for Bid
- Instructions to Bidders
- Bid Proposal Form
- Proposed Contract Documents including any drawings and any Addenda issued and prior to the receipt of bids
- Bid Bond and notarized power of attorney
- Letters of References for similar sized projects

1.02 CONTRACT DOCUMENTS include:

- Project Manual
- Owner/Contractor Contract Agreement
- Contractor's Performance and Labor and Material Payment Bonds
- Conditions of the Contract (General, Supplementary and Other Conditions)
- Drawings
- All Addenda issued prior to all modifications issued after execution of the contract

- 1.03 UNIT BASE BID** is the sum stated in the bid for which the bidder offers to do the work described in the bidding documents as the BASE, to which work may be added or from which work may be deleted for sums stated in Alternate Bids.

2.00 BIDDER'S REPRESENTATION

Each bidder by making his bid represents that:

- Bidder has read and understands the bidding documents and his bid is made in Accordance therewith.
- In receiving bids it will be assumed that each bidder has made a thorough Inspection of all the existing conditions and is familiar with all conditions affecting The extent of cost of his work.
- Claims for extra payment as a result of failure to examine conditions at the site Prior to submitting his bid will be rejected.

3.00 INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS

Bidder shall promptly notify Mr. Kevin Chipman of the Facilities Construction Department at Kchipman@acpsd.net, bclark@acpsd.net (803) 642-0436, jjones2@acpsd.net (803) 645-9084 or fax (803) 642-0466 of any ambiguity, inconsistency, or error, which may be discovered upon examination of the bidding documents, or site conditions.

- 3.02** Any interpretation, correction, or change of the bidding documents will be made by Addenda. Interpretations, corrections, or changes of the bidding documents made in any other manner will not be binding, and bidders shall not rely upon such interpretations, corrections, or changes.

3.03 BRAND NAME OR EQUAL

The items called for in this bid have been identified by a "Brand Name or Equal Description such identification is intended to be descriptive, but not restrictive, and To indicate the Quality and characteristics of the products that will be satisfactory. Bids offering "equal" Products of the brand name manufacturer other than the one Described by brand name, will be considered for award if such products are clearly Identified in the bid response and are determined by the district to:

- A. Fully meet the prominent characteristics referenced in the bid or
- B. Fully meet materially all characteristics of the specified item in the bid, and that
- C. All materials and products offered must be guaranteed to meet the requirement of the specifications indicated, given or referred.
- D. There will not be any consideration given for any request for additional compensation for alternate products or materials that are considered "as equal"

- 3.04 BIDS WILL BE AWARDED** on a lot (item) or in total basis. Each lot (item) must be priced as total of the item. If the item price does not include all items, then a total price and an individual item price must be furnished.

4.0 BIDDING PROCEDURE

- 4.01** Failure to submit a bid in the form requested or inclusion of any alternates, conditions, limitations, or provisions not called for will render the bid irregular, and can be considered cause for rejection of the bid.
- 4.02** Any written insertions, alterations, or erasures of the bid must be initialed by the signer of the bid. The bid proposal is to be either typewritten or made out in ink
- 4.03** Bids are to be addressed as indicated on Form of Proposal and are to be enclosed and sealed in the envelope with the following information:
- 1. Title of the project
 - 2. Bidder's name
 - 3. Contractor's License Number
 - 4. Address

5. Identified with the words:

“2024 Scrubbing and Coating of Gymnasium floors at;

Jefferson Elementary, RSM Elementary, Aiken Middle, Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High Schools.”

4.04 Bidders are cautioned that it is the responsibility of each individual bidder to ensure that his bid is in the possession of the responsible official or his designated alternate prior to the stated time and at the place of bid opening. Owner is not responsible for bids delayed by mail and/or delivery services of any kind. No bids transmitted by facsimile will be accepted. Bids, amendments thereto, or withdrawal requests received after the time advertised for bid opening will be not be accepted.

4.05 No bid may be modified, withdrawn, or canceled by the bidder for a period of sixty (60) days after bid opening.

4.06 Each bid shall be accompanied by a Bid Security Bond or certified check in the amount of not less than five percent (5%) of the total Bid Base, pledging that the bidder will enter into a contract with the Owner on the terms stated in the bid. If a bid bond is submitted, it must be accompanied by a limited power of attorney.

5.00 CONSIDERATION OF BIDS

5.01 REJECTION OF BIDS

The Owner shall have the right to reject any or all bids, including any not accompanied by any required Bid Security insurance documents or by other data required by the bidding documents.

5.02 ACCEPTANCE OF BID (AWARD)

A. Award of Bid:

It is the intent of the Owner to award a contract to the lowest responsive and responsible bidder provided the bid has been submitted in accordance with the requirements of the bidding documents and does not exceed the funds available. The Owner shall have the right to waive any informality or irregularity in any bid or bids received and to accept or reject the bid or bids which in his judgment is in the best interest of Aiken County Public Schools.

B. Date for commencement and substantial completion: July 15, 2024

The contractor hereby agrees to deliver to the owner two (2) executed copies of the "Contract Agreement" within seven (7) days from the date set forth in the Notice of Award. Notice to Proceed

will not be issued to the contractor until receipt of:

- 1) Executed "Contract Agreement"
- 2) Performance and Labor and Materials Payment Bond with Power of Attorney
- 3) Certificate of Insurance
- 4) Construction Progress Schedule

C. Qualifications - Bidders must comply with the following:

- 1) Comply with all requirements of Local, State, and Federal laws.
- 2) Have a valid and current South Carolina License, commensurate with the requirements of the South Carolina State Licensing Board.

NOTE: Because of the scope of this project, the State Law will require that a General Contractors License of Group 1, 2, or 3 depending on contract/bid amount, and/or with Specialty Rating G as a minimum requirement, or must show that bidder is otherwise properly licensed under South Carolina State Licensing Laws.

- 3) Bidders must be experienced in Gym floor finishing and coating and must demonstrate to Owner that the subs he intends to use are experienced (at least 5 years) in the work required. If the Owner feels that Bidder (or his subs) are not experienced and qualified, his bid may be rejected.

5.03 CONTRACT RENEWAL (Not applicable for Cyclic Painting Projects or Gym Flooring)

5.04 WITHDRAWAL OF BIDS

Bids may be withdrawn on written or telegraphed requests received from bidders prior to the time fixed for the bid opening.

5.05 IN CASE OF TIE BIDS, the award will be determined according to the School District Procurement Code Section (v) (b) (2) (i).

6.00 INSURANCE

6.01 CONTRACTOR'S LIABILITY INSURANCE

A. The Contractor shall purchase and maintain with a company or companies, acceptable to the Owner, such insurance as will protect him from claims set forth below which may arise out of, or result from, the Contractor's operations under the Contract, whether such operations be by himself or by any sub - contractor or by anyone for whose acts any of them may be liable.

1. Claims under worker's or workmen's compensation, disability benefit, and other similar employee benefit acts;
2. Claims for damages because of bodily injury, occupational sickness or disease or death of his employees;
3. Claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees;
4. Claims for damages insured by usual personal injury liability coverage which are sustained
 - (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor or (2) by any other person;
5. Claims for damages other than to the work itself because of injury to or destruction of tangible property, including loss of use resulting there from;
6. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.

B. The insurance required by paragraph "A" shall be written for not less than any limits of liability specified in the contract documents, or required by law, whichever is greater.

C. Minimum limits of liability for the following types of insurance are required (B.I. = Bodily Injury; P.D. = Property Damage; limits are shown in thousands of dollars):

1. Workman's Compensation, including:
 - a. Workman's Compensation Insurance
 - b. Employer's Liability.
2. Comprehensive General Liability, including:
 - a. Premises and Operations
\$500,000.00 B.I.: 100 P.D.
 - b. Contractor's Protective Liability
\$500,000.00 B.I.: 100 P.D.
 - c. Products Liability, including completed Operations

Coverage
\$500,000.00 B.I.; 100 P.D.

3. Comprehensive Automobile Liability, including:
 - a. All owned automobiles
250,000/500,000 B.I.; 100 P.D.
 - b. Non-owned automobiles
250,000/500,000 B.I.; 100 P.D.
 - c. Hired car coverage
250,000/500,000 B.I.; 100 P.D.
- D. In addition to Contractual Liability including indemnification provision, Bodily Injury and Property Damage coverage under both Comprehensive General and Comprehensive Automobile forms shall include "occurrence" basic wording, which means an event or continuous or repeated exposure to conditions which unexpectedly causes injury or damage during policy period.
- E. Contractor shall either (a) require each of his subcontractors to procure and maintain during the life of his sub - contract Sub - Contractor's Comprehensive General Liability, Automobile Liability, and Property Damage Liability Insurance of the type and in the same amounts as specified in this sub - paragraph, or (b) insure the activities of his sub - contractors' in his own policy.
- F. A copy of a valid Certificate of Insurance acceptable to the Owner shall be submitted with bid. The Certificate must have the signature of a responsible officer of the insurance company. The Certificate must have valid dates covering the time period that work is to be performed in. The insurance company must be rated no lower than "A" in A.M. Best. The Certificate shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty days prior written notice has been given to the Owner.

7.00 TIME/COMPLETION SCHEDULE

- 7.01 The Owner, in order to schedule project usage, must have definite schedule of completion time from the Contractor, therefore, the successful Contractor is expected to submit a construction schedule for approval that assures that the substantial completion time agreed upon and detailed below is met. Contract will not be awarded to the contractor until this schedule has been received and approved by the Owner.
- 7.02 **The TIME OF COMPLETION (SUBSTANTIALLY COMPLETE)** is hereby established and agreed to as to be July 15, 2024.
- 7.03 Should the Contractor fail to complete the work within the specified time period, he agrees to pay and authorize the Owner to retain the sum of Two Hundred and Fifty Dollars (\$250.00) per calendar day that the work remains incomplete.

7.04 These sums are agreed upon as proper measure of liquidated damages which Owner will sustain per calendar day by failure of Contractor to complete the work by the time stipulated above. This sum is agreed to by both parties, and in no way construed as a penalty.

8.00 PROGRESS PAYMENTS

Based upon applications for payment submitted to the Owner by the Contractor, the Owner shall make progress payments up to ninety percent (90%) of the contract price, to the Contractor.

8.01 RETAINAGE

The Owner will retain three and half (3 1/2 %) of the total contract price until the Project is complete and all punch list items are complete and the Owner accepts the Project.

9.00 PROJECT CLOSEOUT

9.01 RELATED DOCUMENTS

All drawings, specifications, and general provisions of Contract, including General and Supplementary Conditions.

9.02 DESCRIPTION OF REQUIREMENTS

A. Definitions:

Closeout is hereby defined to include general requirements near end of Contract Time, in preparation for final acceptance, final payment, and normal termination of contract, occupancy by Owner and similar actions evidence completion of the work.

All close-out documents required by the Contractor are noted on the attached checklist (SEE BELOW).

AIKEN COUNTY SCHOOL DISTRICT PROJECT CHECKLIST

It is the responsibility of the Architect/Engineer and Contractor to provide the Owner with the documentation on this list.
The Owner will not release final payment to either party until receipt of documents.

SCHOOL(S): Scrubbing and Coating of Gymnasium floors at: Jefferson Elementary, RSM Elementary, Aiken Middle, Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High Schools.

ARCHITECT/ENGINEER: Owner

PROJECT: Wooden Gym Floor 2024 (Scrubbing and Coating)

CONTRACTOR: _____

DOCUMENTATION	RESPONSIBILITY OF:	REC'D	COMMENTS
AFFIDAVIT OF ADVERTISEMENT WITH CLIPPING (NEWSPAPERS and SOUTH CAROLINA BUSINESS OPPORTUNITIES)	Owner		
BID PROPOSAL FORM, INCLUDING, AS REQUIRED:	Owner		
LIST OF SUBCONTRACTORS	Owner		
BIDDER'S LICENSE #	Owner		Contractor Supplies On Envelope
CONTRACTOR'S LICENSE #	Owner		Contractor Supplies on Envelope
ASBESTOS ABATEMENT LICENSE #	Owner		
DRUG-FREE WORKPLACE STATEMENT	Owner		Supplied By Contractor
CERTIFICATE OF INSURANCE	Owner		Supplied by Contractor
BID BOND OR BID SECURITY (5%) POWER OF ATTORNEY FOR BID BOND	Owner		Supplied by Contractor
BID TABULATION SHEET	Owner		
16 DAY INTENT-TO-AWARD NOTICE TO ALL BIDDERS (FOR PROJECTS OVER \$50,000)	Owner		
BOARD MINUTES OF BID APPROVAL AND AWARD	Owner		
PERFORMANCE BOND	Contractor		Submitted After Award
LABOR AND MATERIALS PAYMENT BOND	Contractor		
GENERAL POWER OF ATTORNEY FOR BONDS	Contractor		
NOTICE OF AWARD/NOTICE TO PROCEED	Owner		
SIGNED CONTRACT	Owner		
PURCHASE ORDERS	Owner		

AIKEN COUNTY SCHOOL DISTRICT PROJECT CHECKLIST

→CONTINUED←

DOCUMENTATION	RESPONSIBILITY OF:	REC'D	COMMENTS
BUILDER'S RISK POLICY	Owner		
CERTIFICATE OF SUBSTANTIAL COMPLETION	Owner		
AGENCY INSPECTIONS (I.E., DHEC, FACILITIES MGT., ETC.)	Owner		
"NO ASBESTOS" CERTIFICATION	Contractor		
FINAL INSPECTION and PUNCHLIST	Owner		Initial Punch list of Incomplete Items by Contractor
ROOF WARRANTIES	Contractor		N/A
GENERAL CONTRACTOR'S WORKMANSHIP and MATERIAL WARRANTY	Contractor		
SUBCONTRACTOR'S WORKMANSHIP and MATERIAL WARRANTY	Contractor		
OTHER WARRANTIES	Contractor		
O and M MANUALS	Contractor		N/A
O and M TRAINING STATEMENT	Contractor		N/A
LIST OF SUBCONTRACTORS BY SPECIALTY, INCLUDING ADDRESSES AND TELEPHONE NUMBERS	Contractor		
SEPARATE RELEASE OR WAIVERS OF LIENS FROM SUBCONTRACTORS AND SUPPLIERS	Contractor		
CONSENT OF SURETY TO FINAL PAYMENT (AIA FORM G707)	Contractor		
CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS and CLAIMS (AIA FORM G706)	Contractor		
CONTRACTOR'S AFFIDAVIT OF RELEASE OF LIENS (AIA FORM G706A)	Contractor		
CONTRACTOR'S RELEASE OR WAIVER OF LIENS CONDITIONAL UPON RECEIPT OF FINAL PAYMENT (ON CONTRACTOR'S LETTERHEAD)	Contractor		
CHANGE ORDERS	Owner		
AS-BUILT DRAWINGS PERMANENT INSURANCE POLICY	Owner		

9.03 PREREQUISITES TO SUBSTANTIAL COMPLETION

A. General:

Prior to requesting Owner's inspection for certification of substantial completion for the entire work, the Contractor must complete the following and list known exceptions in this request:

1. Progress payment request coincident with the first following date claimed, showing either 100% completion for portion of work claimed as "substantially complete" or list incomplete items, value of incompleteness, and reasons for being incomplete.
2. Include supporting documents necessary for completion as indicated in these contract documents.
3. Advise Owner of pending insurance change-over requirements.
4. Submit specific warranties, workmanship/ maintenance bonds, maintenance agreements, final certifications and similar documents. The Contractor shall provide the Owner with a product warranty guarantee. This shall guarantee that work and materials will be free from defects for one year from date of substantial completion of project, and that this guarantee covers both materials and workmanship, and that any defect will be repaired or replaced promptly without further costs to the Owner. Final payment of 3 ½ % retainage will not be released by Owner until receipt of these documents, and all other required close-out documents, including receipt of final lien waivers from manufacturers and subcontractors.
5. Where appropriate, Contractor is to furnish the Material Safety Data Sheet" (OSHA-20) for any material as required by OSHA standards.
6. Submit maintenance manuals and any other related information.
7. Complete final clean-up requirements.
8. Touch-up and otherwise repair and restore marred exposed finishes.

B. Inspection Procedures:

Upon receipt of Contractor's request, Owner will either proceed with inspection or advise Contractor of prerequisites that are not fulfilled. Following initial inspection, Owner will either advise the Contractor that work is substantially complete and accepted, or advise Contractor of work which must be performed prior to final acceptance. Results of completed inspection will form initial "punch list" for final acceptance.

9.04 PREREQUISITES FOR FINAL ACCEPTANCE and FINAL PAYMENT

A. General:

Prior to requesting Owner's final inspection for certification of final acceptance and final payment, as required by General Conditions, complete the following and list known exceptions in request:

1. Submit final payment request with final releases and supporting documentation not previously submitted and accepted.
2. Submit final lien waivers from manufacturers and subcontractors.
3. Submit updated final INVITATION FOR payment, accounting for additional (final) changes to Contract Sum that has previously been approved.
4. Submit copy of Owner's final punch list of itemized work corrected, stating that each item has been completed or otherwise resolved for acceptance by Owner. Punch list items shall be completed within ten calendar (10) days.

B. Re-inspection Procedures:

1. Upon receipt of Contractor's notice that work has been completed, including the completion of punch list items resulting from earlier inspection, and accepting incomplete items delayed because of acceptable circumstances, Owner will re-inspect work. Upon completion of re-inspection, Owner will advise Contractor of work not completed or obligation not fulfilled as required for final acceptance. If necessary, procedure will be repeated.

The Owner will make one (1) visit to the site for final inspection of the work to prepare punch list of discrepancies. A second visit will be made to the site to review the punch list after being notified, in writing, by Contractor that 100% of the punch list items are completed. If there are remaining items on the punch list that are incomplete because of circumstances beyond his control, the Contractor shall itemize these in detail. If an additional Re-inspection is needed, the cost of the inspection will be the burden of the contractor and deducted from the final payment.

- C. The School District of Aiken County will pay approved invoices and request for payment within thirty-one (31) days after satisfactory completion and acceptance of the project. Only after this time will late payment charges assessed by the contractor be honored.

10.00 DESCRIPTION OF WORK

A. Scope of work:

Scrubbing and Coating of Gymnasium floors at **Jefferson Elementary, RSM Elementary, Aiken Intermediate, A.L. Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High Practice Gym, Midland Valley High Practice Gym, RSM High Practice Gym, North Augusta High Practice Gym.** Approximately 8,500 square feet; with one coat of Hillyard 450 finish and provide a unit price for this approximate square footage. **This unit price will be returned to Owner if a school cannot be done.** (One of these may not be included or may already completed.) List unit price on bid form as credit or add. If credit, it will be returned to Owner.

(Base Bid A on Bid Form)

B. Scope of work :

Scrubbing and Coating of Gymnasium Floors at **Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High Schools,** wooden gymnasium Floors Approximately 11,000 square feet; with one coat of Hillyards 450 finish and provide a unit price for this approximate square footage. **This unit price will be returned to Owner if a school cannot be done.** (One of these may not be included or may already be completed.)

List unit price on bid form as credit or add. If credit, it will be returned to Owner.

(Base Bid B on Bid Form)

C. Contractor will coordinate:

All work with the school principal to ensure that it does not interfere with, or interrupt, the instructional program. Summer Work hours for Aiken County Schools is Monday thru Thursday 7:00 a.m. – 5:30 p.m. Work shall be performed during these hours and it is the responsibility of the Contractor to coordinate with the Principal and the Director of Facilities Construction Department to have building unlocked before work begins and to have building secured at end of the workday. Any weekend work or work on Holidays will be approved and coordinated with the Principal in advance.

D. Existing Conditions:

It shall be the responsibility of the Contractor to familiarize himself with all existing conditions at the site which affects his work or which would be affected by his work. Conditions existing at the time of inspection for bidding purposes will be maintained by the Owner insofar as practicable. (Note-take video or photographs of existing conditions prior to the start of work.)

11.00 SUBMITTALS

A. Schedule of Work:

Upon receipt of contract with Owner, Contractor shall establish and submit a schedule, schedule of values, and assume responsibility for all items of installation until such work is completed and accepted.

12.00 ENVIRONMENTAL CONTROLS

A. General:

Perform construction in such manner as to eliminate hazards to persons and property; and to minimize interference with use of adjacent areas, utilities, and structures of interruption of use of such facilities; and free passage to and from such adjacent areas of structures.

B. Asbestos:

1. Prior to beginning work the Contractor will review the Asbestos Management Plan and consult with the School District's Director of Facilities Construction Kevin Chipman (803) 642-0436 or Jeremiah Jones (803) 645-9084.
2. During the course of the project, should suspect material be uncovered that is not addressed within the Project Plans and Specifications or the School's Management Plan, the Contractor will:
 - a. Stop work in this area and not disturb the material.
 - b. Contact the School District's Facilities Construction Department (803) 642-0436.
 - c. Other Requirements:
 - 1) Provide safeguards include warnings, barricades, temporary fences, warning lights, etc. that are required for protection of personnel during installation process.
 - 2) Clean adjacent structures and improvement of dirt and debris caused by operations to existing prior to this work.
 - 3) Contractor shall not use existing toilet facilities, but will furnish his own portable outside toilet facilities for his work force and subcontractors.
3. Upon completion of project, Contractor will provide certification that no asbestos containing materials were used.

C. OSHA Standards:

Where appropriate the successful vendor must furnish with each order the Material Safety Data Sheet (OSHA-20) for any material as required by OSHA standards.

- D. Appropriate dress is required - shirts with sleeves; no inappropriate language or pictures etc. are allowed, including behavior or comments to students or staff.

- E. NO SMOKING POLICY ON SCHOOL PROPERTY.

13.00 PRODUCT DELIVERY, STORAGE AND HANDLING

In a manner to prevent damage before, during, and after installation, until acceptance by Owner.

14.00 QUALITY ASSURANCE

- A. Installation shall be in accordance with the latest applicable codes and requirements, and in accordance with manufacturer's installation instructions. (ADA will require 1/12" slope for thresholds or walkway terminations.)
- B. All materials shall be new and as specified and shall not be submitted unless approved by the Owner.

15.00 CLEAN-UP

- Contractor is responsible for removing all debris from the school on a daily basis. School's dumpster shall not be used by the Contractor, but the contractor will provide his own trash receptacle. Contractor is responsible for thoroughly cleaning all areas affected by contractor's work. Any damage to surrounding or adjacent equipment, furniture, or building will be repaired by Contractor to the satisfaction of the owner. All splatters or spills will be removed from equipment, walls, and floors and restored to their original condition prior to the commencement of the project. **The Contractor shall properly dispose of all floor refinishing dust and debris, it is not to be stored or left on school property.** All work areas, the gymnasium proper, and all bleachers (all areas affected by work), Upper gym seating area and all walls need to be protected.

16.01 CONTRACTOR QUALIFICATIONS

Flooring contractor shall be a firm experienced in the refinishing of maple flooring systems of similar size and scope with a minimum of five (5) years experience.

Bidders must include, as references, the names of at least three (3) locations where the contractor has successfully refinished maple floor systems similar in size and scope of this project. Include the name of the contact person and telephone number.

Sub-Contractors used may need to prove a minimum (5) years experience to Owner if requested.

A certified contractor is responsible for maintaining covers, mike boxes, misc. boxes, sleeves, wall pads, and/or access walkways will be part of the overall contract.

16.02 QUALITY ASSURANCE

Installation shall be in accordance with the latest applicable codes and industry Standards.

Inspection of coats to ensure quality and quantity will be verified by the Construction Facilities Representative only.

Any changes in scope of work either additive or deductive will be in writing and approval given by Kevin A. Chipman.

16.03 WARRANTY

Provide single source warranty for the entire system signed by the contractor. Provide a warranty that all flooring materials are free from manufacturing and installation defects for a period of one (1) year from the date of final completion and acceptance by owner.

16.04 COMPLETION

Flooring must be installed and project completely finished and ready for use as outlined in Article 10.00 and 16.05 of this project manual.

16.05 SCOPE OF WORK:

- A. Scope of work shall include Scrubbing and Coating of Gymnasium Floors @ Jefferson Elementary, RSM Elementary, Aiken Intermediate, A.L. Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High Practice Gym, Midland Valley High Practice Gym, RSM High Practice Gym, North Augusta High Practice Gym. wooden gymnasium floors. Approximately 8,500 square feet; with one coat of Hillyard450 finish and provide a unit price for this approximate square footage.
- B. Scope of work shall include Scrubbing Coating of Gymnasium Floors @ Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High wooden gymnasium floors. Approximately 11,000 square feet; with one coat of Hillyard450 finish and provide a unit price for this approximate square footage.
- C. Contractor will furnish at the job site all labor, material (including all applicable taxes), tools, equipment, supervision, Workman's Compensation, Property Damage and Liability Insurance necessary to complete all work.

FLOOR SCREENING and SCRUBBING: (wooden gym floors)

- HVAC operation or in operation is contractor's responsibility to inform the owner 24 hours in advance first with the principal or in conjunction with owner's representative. (HVAC will be shut down during the sanding process.) Contractor will be responsible for replacing HVAC filters if clogged after operations were complete.

CLEANING: (wooden gym floors)


- After screening/scrubbing ; floor shall be thoroughly swept and vacuumed. Tack rag floor with a Turkish towel dampened with Hillyard Kleen Up solvent or approved MFMA equal until no traces of sanding dust remains on floor.

FINISHING: (wooden gym floors)

- After floor has dried completely, apply an even coat of gym finish and smooth with grain using a semi-dry lamb's wool applicator. (Hillyard 450).

******ELECTRICAL SUPPLY******

The contractor shall have a certified licensed Electrician to wire sanding machines. A disconnect or a breaker box is needed between the electrical panel and the floor sanding machines.

	Aiken County School District Invitation for Bid	Solicitation Number:	22024B
		Date Issued:	January 17, 2024
		Procurement Officer:	Kevin A. Chipman
		E-Mail Address:	kchipman@acpsd.net
		Facilities Construction Department	

DESCRIPTION: 2024 Scrubbing and Coating of Gymnasium Floors

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number and Opening Date must appear on package exterior. See "Submitting Your Offer" provision.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:

ACPSD/Facilities Construction Department
61 Given Street
Aiken, SC 29805

PHYSICAL ADDRESS:

ACPSD-Facilities Construction Department
61 Given Street
Aiken, SC 29805

QUESTIONS MUST BE RECEIVED BY: February 13, at 11:00 a.m.

BIDS MUST BE RECEIVED NO LATER THAN February 20, at 3:00 p.m.

NUMBER OF COPIES TO BE SUBMITTED: One (1) original

CONFERENCE TYPE: Pre-Bid Conference

DATE and TIME: February 6, at 2:00 pm.

(As appropriate, see "Conferences - Pre-Bid/Proposal" and "Site Visit" provisions)

LOCATION: 61 Given Street Aiken, SC 29805

**AWARD and
AMENDMENTS**

Amendments and Awards will be posted on the District's website at www.acpsd.net (Departments, Facilities Construction). **It is the bidder's responsibility to check for amendments.**

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.

(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR

(full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. 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.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

TAXPAYER IDENTIFICATION NO.

(See "Taxpayer Identification Number" provision)

TITLE

(business title of person signing above)

PRINTED NAME

(printed name of person signing above)

DATE SIGNED

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

SOUTH CAROLINA MINORITY BUSINESS?

YES _____ **NO** _____

MINORITY CATEGORY

(Traditional minority, woman, etc.)

OFFEROR'S TYPE OF ENTITY: (Check one)

(See "Signing Your Offer" provision.)

___ Sole Proprietorship

___ Partnership

___ Other _____

___ Corporate entity (not tax-exempt)

___ Corporation (tax-exempt)

___ Government entity (federal, state, or local)

PAGE TWO

(Return Pages One and Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	<div style="border-bottom: 1px solid black; margin-bottom: 5px;">Area Code - Number - Extension</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px; text-align: right;">Facsimile</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">E-mail Address</div>

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)
<div style="border-bottom: 1px solid black; margin-bottom: 5px;">Payment Address same as Home Office Address</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">Payment Address same as Notice Address (check only one)</div>	<div style="border-bottom: 1px solid black; margin-bottom: 5px;">Order Address same as Home Office Address</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">Order Address same as Notice Address (check only one)</div>

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 (%)
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PREFERENCES - ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference or the Resident Contractor Preference. Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference.

<div style="border-bottom: 1px solid black; margin-bottom: 5px;">In-State Office Address same as Home Office Address</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">In-State Office Address same as Notice Address (check only one)</div>	
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FORM OF PROPOSAL

DATE: _____

SUBJECT: Bidder's Proposal for "2024 Scrubbing and Coating of Gymnasium floors at; Jefferson Elementary, RSM Elementary, Aiken Intermediate, Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High Schools".

TO: Kevin Chipman, Facilities Construction Department,
Aiken County Public Schools
61 Given Street
Aiken, South Carolina 29805

FROM: _____
(Bidder)

(Address)

(Telephone) (Fax)

(E-mail)

The undersigned certifies that all materials and products offered must be guaranteed to meet the requirements of the specifications indicated, given, or referred to in the project manual entitled "2024 Scrubbing and Coating of Gymnasium floors at; Jefferson Elementary, RSM Elementary, Aiken Middle, Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High Schools." #22024B

Bidder is required to give name of brand/manufacturer used in bid and is required to list any differences from given specifications in an attachment to this Request For Bid.

NOTE TO Bidder: Award may be determined by schedule of completion not price only.

Drug Free Workplace Act (effective January 1, 1991) is a requirement if bid exceeds \$50,000.00. It will require a certification from you before this award becomes final.

Please acknowledge and certify your compliance.

Bidder will acknowledge and certify compliance to the Drug Free Workplace Act if bid exceeds \$50,000.00. **By signing this form, it represents a drug free workplace and environment.**

The undersigned having carefully examined the specifications and their related documents, and being familiar with the site and physical conditions affecting the proposed work, and being familiar with the availabilities of materials and labor, do hereby propose the following bid(s):

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM NO. _____ DATED _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM NO. _____ DATED _____

BASE BID A: For the complete project, including all applicable taxes, as described and implied by plans and specifications:

Scrubbing and Coating of Gymnasium floors at Jefferson Elementary, RSM Elementary, Aiken Intermediate, A.L. Corbett Middle, Jackson Middle, Kennedy Middle, Leavelle McCampbell Middle, New Ellenton Middle, North Augusta Middle, Paul Knox Middle, Schofield Middle, Aiken High Practice Gym, Midland Valley High Practice Gym, RSM High Practice Gym, North Augusta High Practice Gym. wooden gymnasium floors Approximately 8,500 square feet; with one coat of Hillyard 450 finish and provide a unit price for this approximate square footage. If a school is unable to be done, this unit price will be returned to Owner.

_____ Dollars (\$ _____ . ____)

BASE BID B: For the complete project, including all applicable taxes, as described and implied by plans and specifications:

Scrubbing and Coating of Gymnasium Floors @ Aiken High, Midland Valley High, North Augusta High, RSM High, Silver Bluff High, South Aiken High, Wagener Salley High wooden gymnasium floors. Approximately 11,000 square feet; with one coat of Hillyard 450 finish and provide a unit price for this approximate square footage. If a school is unable to be done this unit price will be returned to Owner.

_____ Dollars (\$ _____ . ____)

UNIT PRICES: Each bidder must complete the following and fill in the blanks regardless of how he submitted his bids. If all blanks are not filled in bidder's proposal may be considered as non-responsive and therefore disqualified.

A. Scrubbing and coating of Gymnasium Floors @ 8,500 square feet.

Dollars: (\$_____.____)/EACH

B. Scrubbing and coating of Gymnasium Floors @ 11,000 square feet.

Dollars: (\$_____.____)/EACH

DISCOUNTS APPLICABLE TO THE ABOVE ITEMS ARE AS FOLLOWS:

N/A

WARRANTED ITEMS ARE AS FOLLOWS:

All materials and labor complete for a period of one (1) year from date of final completion.

BID HOLDING TIME:

The undersigned hereby agrees that this bid may not be revoked or withdrawn after the time set for opening of bids, but shall remain open for a period of sixty (60) days following such time.

BIDDER'S QUALIFICATIONS:

It is understood that before the Proposal is considered for award, the Bidder may be

requested by the Owner to submit a statement of facts in detail as to his previous experience similar to comparable work and of his business and technical organization and financial resources available to be used in performing contemplated work.

Company Name of Bidder

Representative's Signature

Title

Address

Telephone Number

FAX Number

(Only Turn in Form after Completion of Project)

CONTRACTOR'S ONE-YEAR GUARANTEE (MINIMUM)

STATE OF: South Carolina

COUNTY OF: Aiken

PROJECT: 2024 Scrubbing and Coating of Gymnasium Floors

PROJECT NAME: _____

(Contractor to fill in name of each individual school of this project and to submit one form filled in and signed for each separate school)

We, _____, as the Contractor on the above named project do hereby guarantee that all work executed under the requirements of the Contract Documents shall be free from defects due to faulty materials and/or workmanship for a period of at least one (1) year from date of the execution of the Certificate of Substantial Completion and hereby agree to remedy defects due to faulty material and/or workmanship and pay for any damage resulting therefrom, at no cost to the Owner provided, however, that the following are excluded from this guarantee:

Defects or failures resulting from abnormal usage or abuse by the Owner. Damage caused by fire, tornado, hurricane, Acts of God, wars, riots, or civil commotion.

Note: It is understood that this guarantee is in addition to any guarantee provided by manufacturer of the paints used on the flooring and is to be considered as "minimum guarantee" only.

1.2 It is specifically understood that the terms of this guarantee, the compliance therewith and the fulfillment of all obligations thereunder are fully protected by the Performance Bond furnished by the Contractor, and do not void any other more stringent warranties that may normally be in effect.

Name of Contracting Firm:

By:

Title:

Must be executed by an officer of the contracting firm

Sworn to before me this _____ day of _____, 2024

_____ (seal) Notary Public for (State)