

Request for Bids
For
Custom Window Perforations
For
Allendale-Fairfax High School

Allendale County Board of Education

3249 Allendale-Fairfax Hwy.
Fairfax, SC 29810

April 14, 2021

PROJECT DESCRIPTION

It is the purpose and intent of the invitation to secure bids for Custom Window Perforations for Allendale-Fairfax High School. **Bids will be received until 2:00PM local time, Friday, April 23, 2021.** Given the current limits on travel and school operations Bids must be emailed as follows:

Email to: granta@acs.k12.sc.us (Ms. Angela Grant, Finance Director)

Subject Line to read: Bid for Custom Window Perforations for Allendale-Fairfax HS

Bid should be submitted on the bid form included in this package and should be included in the email as an Attachment

Again, the Bid Email must be titled on the subject line: **Bid for Custom Window Perforations for Allendale-Fairfax High School**

Contract, if awarded, will be on a lump sum basis. No bid may be withdrawn for a period of 60 days after time has been called on the date of opening.

The Owner reserves the right to reject any and all bids in whole or in part, and/or to accept the bid that in its judgment will be in the best interest of the system.

ACS does not discriminate on the basis of age, sex, ethnic origin, religion, or disability in accordance with applicable laws and regulations. ACS is an Affirmative Action/Equal Opportunity Employer.

SECTION 1 – GENERAL INFORMATION

1.0 DEFINITIONS

- 1.2.1 The terms "Bidder" and "Contractor" refer to those parties who are submitting proposals for the work set forth in this document.
- 1.2.2 The terms "Owner", "District" and "ACSD" refer to Allendale County School District or its designated agent.
- 1.2.3 Where the words "shall" or "must" are used, it signifies an absolute minimum function or capacity that, if not satisfied, may result in disqualification.
- 1.2.4 Where the words "should", "may", or "is desirable" are used, it signifies desirable, but not mandatory functions or capacities. Proposers who are able to provide these functions or capacities may be evaluated more favorably than those who cannot.

1.3 BID SCHEDULE

- 1.3.1. Bids will be received until **2:00PM local time, Friday, April 23, 2021**
Emailed to: granta@acs.k12.sc.us

Ms. Angela Grant, Finance Director
Allendale County Board of Education
3249 Allendale-Fairfax Hwy.
Fairfax, SC 29810

BIDS MUST BE SUBMITTED ON THE ATTACHED BID FORM

1.3.2 Late Bids

Bids received by ACS after the date and time indicated may not be considered for contract award and shall be returned to the Proposer.

1.4 INQUIRIES

1.4.1 During the proposal interval, Proposers shall contact

Barry Morgan, Program Manager, GMK Associates
bmorgan@gmka.com

Or

Ms. Angela Grant, Finance Director
Allendale County Board of Education
3249 Allendale-Fairfax Hwy.
Fairfax, SC 29810
803-584-4603
granta@acs.k12.sc.us

Responses or clarifications will be provided in written form.

Prior to contract signing, Proposers shall not contact Board of Education members or other District Staff project team members regarding these specifications for any reason.

Failure to comply may result in immediate rejection of proposal.

1.5 BID EVALUATION

1.5.1 Bids submitted may be reviewed and evaluated by any person at Owner's discretion, including non-allied and independent consultants retained by Owner now or in the future.

1.6 BID WARRANTY

1.6.1 The Bidder shall represent and warrant that the requirements are fully understood in all matters affecting the performance of the services and furnishing the labor, supplies, material and equipment required of these services.

1.7 ACCEPTANCE OR REJECTION OF Bids

- 1.7.1 The Owner reserves the right to reject any or all bids when such rejection is in the best interest of the Owner; to reject the bid of a Bidder who has previously failed to perform properly or complete on time contracts of a similar nature; and to reject the bid of a Bidder who, in the opinion of the Owner, is not in a position to perform adequately the contract.
- 1.7.2 The Owner reserves the right to reject any or all bids, waive any technicalities, and award any portion of or the entire contract in a manner that is in the best interest of the Owner.

1.8 TERMS & CONDITIONS

- 1.8.1 The exact terms and conditions for executing the work will be in accordance with the Terms and Conditions issued in this bid package. The contractor acknowledges by submittal of the proposal that these will become part of the contract for construction.
- 1.8.2 Sections of the bid package, including the specifications and the completed proposal document with required attachments, will become part of the contract documents. The Contractor should, therefore, exercise the utmost care in completion of their bid.
- 1.8.3 If the Bidder fails to object to any condition of the RFP, it shall mean that the Bidder agrees with and will comply with the conditions set forth herein.

1.9 HOLD HARMLESS

- 1.9.1 In submitting a proposal, the Bidder understands that Owner will determine at its discretion which bid, if any, is accepted. The Bidder waives any right to claim damages of any nature whatsoever, based on the selection process and any communications associated with the selection, and the final selection of the successful Bidder.

1.10 STANDARD OF PERFORMANCE

- 1.10.1 The contractor must begin and complete the performance of the work required under the contract with all due diligence and must exercise the highest degree of professional skill, confidentiality, and competence in the performance of the services described therein.

1.11 CONFIDENTIALITY

Contractors shall be required to visibly mark as “*Confidential*” each part of their bid which they consider to be proprietary information that could be exempt under the Freedom of Information Act. The District reserves the right to determine whether this information should be exempt from disclosure.

2.0 BID SUBMITTAL

2.1 Bids must be submitted on the bid form included in the bid package. (Provided at the end of this document)

2.2 Bid Bonds are NOT required for this project

3.0 BASIC PROJECT REQUIREMENTS

3.1 Performance Requirements for Custom Window Perforations for Allendale-Fairfax High School

Intent: It is the intent of this bid that the contractor will provide and install the custom window perforations for Allendale-Fairfax High School as specified below:

- 1. Vendors are required to submit their bids on the attached bid form.**
- 2. Bids will be awarded to the lowest responsive bidder**
- 3. Performance and Payment Bonds are NOT required for this project**
- 4. Installation of the window perforations must be complete by May 21, 2021.**
- 5. Custom Window Perforations:**
 - a. Services will include development of custom graphics based on consultation with the School District**
 - b. Material will be 6mil thickness**
 - c. Window Dimensions:**
 - i. CTAE Windows:**
 - 1. 19 each with two panels per**
 - 2. top panel 26" x 48.5"**
 - 3. bottom panel 26" x 36.5"**
 - ii. Cafeteria Doors:**
 - 1. 2 each**
 - 2. 27.5" x 85"**
 - iii. Cafeteria Windows:**
 - 1. 17 each with two panels per**
 - 2. Top panel 41.5" x 51"**
 - 3. Bottom panel 41.5" x 51"**
 - iv. Admin Windows**
 - 1. 6 each with two panels per**
 - 2. Top panel 41.5" x 51"**
 - 3. Bottom panel 41.5" x 51"**
 - v. Doors & Window at Admin**
 - 1. 2 doors – 24" x 88" each**
 - 2. 1 window: top 32.5" x 50", bottom 32.5" x 51.5"**
 - vi. Classroom Windows**
 - 1. 18 each with two panels per**
 - 2. Top panel 38.5" x 50"**
 - 3. Bottom panel 37" x 37.5"**

FORM OF PROPOSAL

TO: ALLENDALE COUNTY SCHOOLS

THE UNDERSIGNED, HAVING EXAMINED THE PROPOSED CONTRACT DOCUMENTS TITLED,

Custom Window Perforations for Allendale-Fairfax High School

Base Bid :

_____ \$ _____

Bidder to indicate below if they can meet the May 21, 2021 Completion date to include installation:

YES / NO

The undersigned acknowledges receipt of addenda numbers:

Addenda Number

Date:

The undersigned agrees, if awarded the Contract, to comply with all provisions regarding commencement, prosecution, completion and acceptance of the work as described in the above-mentioned Specifications and as stipulated in his proposal and the Construction Contract.

The undersigned agrees, if awarded the Contract within sixty (60) days from the fixed date for opening of the bids, to faithfully and properly complete the whole and several

portions of the work in the specified time, consistent with the best interest of the Owner, the safety of the public and in accordance with first-class workmanship.

It is agreed that the undersigned is currently in compliance with state contractor licensing laws and will comply with all requirements concerning licensing and with all other local, state and national laws and that no legal requirement has been or will be violated in making or accepting this proposal, in awarding the Contract to him and/or in the performance of the work required there under.

The undersigned declares that this firm is (delete those not applicable):

A corporation organized and existing under the laws of the state of

_____.

A partnership consisting of _____.

An individual trading as _____.

The undersigned declares that the person or persons signing this proposal is/are authorized to sign the proposal on behalf of the firm listed and to fully bind the firm listed to all the conditions and provisions thereof.

BIDDER:

() _____

() by _____ (signature)

() Address _____

(CORPORATE SEAL) _____

() Contractor License Number _____

() License Type _____

Bid dated this _____ day of

_____, 20_____