



UNIVERSITY OF
**SOUTH
CAROLINA**

**USC Salkehatchie Allendale
Campus Deferred Maintenance -
Hut Complex Renovation**

Project Number: H38-9517

May 28, 2012

TABLE OF CONTENTS

Project Number: H38-9517

Project Name: USC Salkehatchie Allendale Campus Deferred Maintenance –
Hut Complex Renovation

<u>Section I</u>	<u>Number of Pages</u>
Table of Contents	1
Invitation for Minor Construction Quotes (SE-311 – 2011 Edition)	1
Standard Bid Quote (SE-331 – 2011 Edition)	2
USC Supplemental General Conditions for Construction Projects	3
Contractor’s One-Year Guarantee	1
Section II - Technical Specifications:	
General Description and Technical Specifications	5

SE-311 Invitation for Minor Construction Quotes

SCBO NOTES 2, 4 and 5 APPLY TO THIS INVITATION FOR QUOTES

PROJECT NAME: USC Salkehatchie Allendale Campus Deferred Maintenance - Hut Complex Renovation

PROJECT NUMBER: H38-9517 PROJECT LOCATION: Allendale, South Carolina

BID SECURITY REQUIRED? Yes No

PERFORMANCE BOND REQUIRED? Yes No

PAYMENT BOND REQUIRED? Yes No CONSTRUCTION COST RANGE: Less than \$50,000

DESCRIPTION OF PROJECT:
Project consists of removing old shingles and installing new shingles on a 4,000 square foot structure. Project may include the re-roofing of several other buildings which are considered alternates. Small and minority business participation is encouraged.

A/E NAME: N/A A/E CONTACT: N/A

ADDRESS: N/A PHONE: N/A Fax: N/A

CITY: N/A STATE: N/A ZIP: N/A E-MAIL: N/A

PLANS ON FILE AT: AGC: _____

DODGE: _____

OTHER: Vendor is responsible for all downloads from USC's website.

PLANS MAY BE OBTAINED FROM: http://purchasing.sc.edu/ (See Facilities/Construction Solicitation & Awards)

PLAN DEPOSIT AMOUNT: NONE IS DEPOSIT REFUNDABLE? Yes No

PRE-QUOTE CONFERENCE? Yes No MANDATORY ATTENDANCE? Yes No

DATE: 6/12/12 TIME: 10:00 AM PLACE: Intersection of Hwy 278 & Old Barnwell Road, Allendale, SC, Hut Complex

AGENCY: University of South Carolina

NAME AND TITLE OF AGENCY COORDINATOR: Kay Keisler, Procurement Specialist

ADDRESS: 743 Greene Street PHONE: 803-777-5812 Fax: 803-777-8739

CITY: Columbia STATE: SC ZIP: 29208 E-MAIL: kkeisler@fmc.sc.edu

IFQ CLOSING DATE: 6/19/12 TIME: 2:00 PM LOCATION: 465 James Brandt Blvd, Allendale, SC, Science Bldg. Conference Room

IFQ DELIVERY ADDRESSES:

HAND-DELIVERY:
USC Salkehatchie
465 James Brandt Blvd, Science Bldg.
Allendale, SC 29810 / Attn: Francis Smith

MAIL SERVICE:
USC Salkehatchie
Post Office Box 617
Allendale, SC 29810 / Attn: Francis Smith

IS PROJECT WITHIN AGENCY CONSTRUCTION CERTIFICATION? (Agency MUST check one) YES NO

APPROVED BY: _____ (State Engineer) _____ (Date)

SE-331
Quote Form

2011 Edition

Quotes shall be submitted only on SE-331

QUOTE SUBMITTED BY: _____
(Offeror's Name)

QUOTE SUBMITTED TO: _____ University of South Carolina
(Agency Name)

FOR PROJECT: _____ H38-9517 _____ USC Salk. Allendale Campus Deferred Maint.-Hut Complex
(Number) (Name)

OFFER

1. In response to the Form SE-311, *Request for Minor Construction Quotes*, and in compliance with the *Instructions to Bidders* for the above-named Project, the undersigned **OFFEROR** proposes and agrees, if this Quote is accepted, to enter into a Contract with the **AGENCY** in the form included in the Solicitation Documents, and to perform all Work as specified or indicated in the Solicitation Documents, for the prices and within the time frames indicated in the Solicitation and in accordance with the other terms and conditions stated.

2. Pursuant to Section 11-32-3030(1) of the SC Code of Laws, as amended, **OFFEROR** has submitted Bid Security as follows in the amount and form required by the Solicitation Documents:

Bid Bond with Power of Attorney Electronic Bid Bond Cashier's Check
(OFFEROR check one, if Bid Security is required)

3. **OFFEROR** acknowledges the receipt of the following Addenda to the Solicitation documents and has incorporated the effects of said Addenda into its Quote:

ADDENDUM No: _____

4. **OFFEROR** agrees that this Quote, including all bid alternates, if any, may not be revoked or withdrawn after the opening of bids, and shall remain open for acceptance for a period of 30 Days following the Quote Date, or for such longer period of time that **OFFEROR** may agree to in writing upon request of the **AGENCY**.

5. **OFFEROR** agrees that from the compensation to be paid, the **AGENCY** shall retain as Liquidated Damages the amount of for each calendar day the actual construction time required to achieve Substantial Completion exceeds the specified or adjusted Contract Time for Substantial Completion, as provided in the Contract Documents.

6. **OFFEROR** herewith submits its offer to provide all labor, materials, equipment, tools of trades and labor, accessories, appliances, warranties and guarantees, and to pay all royalties, fee, permits, licenses and applicable taxes necessary to complete the following items of construction work:

6.1 **BASE BID** _____ (Description: Re-Roof Hut Building & Walkway) *(enter BASE BID in figures only)*

6.2 **ALTERNATE NO. 1** _____ to be ADDED/DEDUCTED from BASE BID.
(Description: Re-Roof Boy Scout Building) *(circle one)*

6.3 **ALTERNATE NO. 2** _____ to be ADDED/DEDUCTED from BASE BID.
(Description: Re-Roof Storage Shed) *(circle one)*

FEIN/SSN: _____

SC Contractor's License Number: _____

Address: _____

Telephone/Fax _____

E-mail _____

This Quote is hereby submitted on behalf of the Offeror named above.

BY: _____
(Signature of Offeror's Representative)

(Print or Type Name of Offeror's Representative)

ITS: _____

SE-331

SE-331
QUOTE FORM
2011 EDITION

6. Offeror herewith submits its offer to provide all labor, materials, equipment, tools of trade and labor, accessories, appliances, warranties and guarantees, and to pay all royalties, fees, permits, licenses and applicable taxes necessary to complete the following items of construction work: **(CONTINUED)**

6.4 **ALTERNATE NO. 3** _____ **to be ADDED/DEDUCTED from BASE BID.**
(Description: Re-Roof Health Learners Center) **(Circle One)**

USC SUPPLEMENTAL GENERAL CONDITIONS
FOR CONSTRUCTION PROJECTS

1. Contractor's employees shall take all reasonable means not to interrupt the flow of student traffic in building corridors, lobbies and stairs. All necessary and reasonable safety precautions shall be taken to prevent injury to building occupants while transporting materials and equipment through the building to the work area. Providing safe, accessible, plywood pedestrian ways around construction may be required if a suitable alternative route is not available.
2. Fraternalization between Contractor's employees and USC students, faculty or staff is strictly prohibited - zero tolerance!
3. USC will not tolerate rude, abusive or degrading behavior on the job site. Heckling and cat-calling directed toward students, faculty or staff or any other person on USC property is strictly prohibited. Any contractor whose employees violate this requirement will be assessed a fine of up to \$500 per violation.
4. Contractor's employees must adhere to the University's policy of maintaining a drug-free and smoke-free/tobacco free workplace.
5. Contractor must sign a Contractor Key Receipt/Return form before any keys are issued. Keys must be returned immediately upon the completion of the work. The Contractor will bear the cost of any re-keying necessary due to the loss of or failure to return keys.
6. A welding permit must be issued by the University Fire Marshall before any welding can begin inside a building. Project Manager will coordinate.
7. Contractor must notify the University immediately upon the discovery of suspect material such as those potentially containing asbestos or other such hazardous materials. These materials **must not** be disturbed until approved by the USC Project Manager.
8. At the beginning of the project, the USC Project Manager will establish the Contractor's lay-down area. This area will also be used for the Contractors work vehicles. No personal vehicles will be allowed in this area, or in any areas surrounding the construction site that are not regular or authorized parking lots. Personal vehicles must be parked in the perimeter parking lots. Parking permits can be obtained at the USC Parking Office located in the Pendleton Street parking garage. The lay down area will be clearly identified to the contractor by the PM, with a sketch or drawing provided to Parking. In turn, the contractor will mark off this area with a sign containing the project name, PM name, Contractor name and contact number, and end date. Where this area is subject to foot traffic, protective barriers will be provided as specified by the PM. The area will be maintained in a neat and orderly fashion.
9. Contractor will be responsible for providing its own temporary toilet facilities, unless prior arrangements are made with the USC Project Manager.

10. Use of USC communications facilities (telephones, computers, etc.) by the Contractor is prohibited, unless prior arrangements are made with the USC Project Manager.
11. For all projects over \$100,000, including IDC's, an SE-395, Contractor Performance Evaluation, will be completed by the USC Project Manager and reviewed with the GC at the beginning of the project and a copy given to the GC. At the end of the project the form will be completed and a Construction Performance rating will be established.
12. Contractor is responsible for removal of all debris from the site, and is required to provide the necessary dumpsters which will be emptied at least one (1) times per week. Construction waste must not be placed in University dumpsters. The construction site must be thoroughly cleaned with all trash picked up and properly disposed of on a daily basis and the site must be left in a safe and sanitary condition each day. The University will inspect job sites regularly and will fine any contractor found to be in violation of this requirement an amount up to \$1,000.00 daily per violation.
13. Contractor must provide all O&M manuals, as-built drawings, and training of USC personnel on new equipment, controls, etc. prior to Substantial Completion. Final payment will not be made until this is completed.
14. Tree protection fencing is required to protect existing trees and other landscape features to be preserved within a construction area. The limits of this fence will be evaluated for each situation with the consultant, USC Arborist and USC Project Manager. The tree protection fence shall be 6' high chain link fence unless otherwise approved by USC Project Manager. No entry or materials storage will be allowed inside the tree protection zone. A 3" layer of mulch shall be placed over the tree protection area to maintain moisture in the root zone if USC Arborist determines that construction may decrease amount of moisture needed to sustain health of tree(s).
15. Contractor shall water trees and other landscape material as directed by USC Arborist until site is returned to Owner.
16. Where it is necessary to cross walks, tree root zones (i.e., under canopy) or lawns the following measures shall be taken: For single loads up to 9,000 lbs., a 3/4" minimum plywood base shall be placed over areas impacted. For single loads over 9,000 lbs., two layers of 3/4" plywood is required.
17. For projects requiring heavy loads to cross walks, tree root zones or lawns on a regular basis (as determined by USC Project Manager), a construction entry road consisting of 10' X 16' oak logging mats placed on 12" coarse, chipped, hardwood base. Mulch and logging mats shall be supplemented throughout the project to keep matting structurally functional.
18. Any damage to existing landscaping (including lawn areas) will be remediated at Contractor's expense before final payment is made.

Contractor Vehicle Requirements on Campus

1. All motorized vehicles on the University campus are expected to travel and park on roadways and/or in parking stalls.
2. All motorized vehicle traffic on USC walkways must first be authorized by USC Grounds Department and USC Project Manager. Violators may be subject to fines and penalties.
3. All motorized vehicles that leak or drip liquids are prohibited from traveling or parking on walks or landscaped areas.
4. Contractors, vendors, and delivery personnel are required to obtain prior parking authorization before parking in a designated space. Violators may be subject to fines and/or penalties. See Item 10 below.
5. Drivers of equipment or motor vehicles that damage university hardscape or landscape will be held personally responsible for damages and restoration expense.
6. Vehicle drivers who park on landscape or drives must be able to produce written evidence of need or emergency requiring parking on same.
7. All vehicles parked on landscape, hardscape, or in the process of service delivery, must display adequate safety devices, i.e. flashing lights, cones, signage, etc.
8. All drivers of equipment and vehicles will be respectful of University landscape, equipment, structures, fixtures and signage.
9. All incidents of property damage will be reported to Parking Services or the Work Management Center.
10. Parking on campus is restricted to spaces designated by Parking Services at the beginning of the project. Once the project manager and contractor agree on how many spaces are needed, the project manager will obtain a placard for each vehicle. This placard must be hung from the mirror of the vehicle, otherwise a ticket will be issued and these tickets cannot be Afixed@. Parking spaces are restricted to work vehicles only; no personal vehicles.

Project Name: USC Salkehatchie Allendale Campus Deferred Maintenance – Hut Complex Renovation

Project Number: H38-9517

University of South Carolina

CONTRACTOR'S ONE YEAR GUARANTEE

STATE OF _____

COUNTY OF _____

WE _____ as General 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 one (1) year from date of acceptance of the work by the Owner and/or Architect/Engineer; and hereby agree to remedy defects due to faulty materials and/or workmanship, and pay for any damage resulting wherefrom, at no cost to the Owner, provided; however, that the following are excluded from this guarantee;

Defects or failures resulting from abuse by Owner.

Damage caused by fire, tornado, hail, hurricane, acts of God, wars, riots, or civil commotion.

[Name of Contracting Firm]

*By _____

Title _____

*Must be executed by an office of the Contracting Firm.

SWORN TO before me this _____ day of _____, 2____ (seal)

_____ State

My commission expires _____

TECHNICAL SPECIFICATIONS

REQUEST FOR QUOTE (RFQ)

<p style="text-align: center;">Remove Existing Shingles and Install New Shingles at the USC Salkehatchie Allendale Hut</p>

General Description: The University of South Carolina (USC) Salkehatchie Campus is accepting bids to remove the existing 3-tab shingles and install new 30-Year Architectural shingles at the Hut in Allendale, South Carolina. This 4,000 square foot structure (dimensions are 40' x 100') has porches on two sides and is the main building in the Hut Complex. Other buildings within the complex include a 20 ft. x 35 ft. Boy Scout Building, a 12 ft. x 20 ft. storage shed, a 1,400 square foot Healthy Learners Center, and a 28 ft. x 9 ft. covered walkway that connects the Hut to the Healthy Learners Center. This quote calls for pricing the main Hut Building and the covered walkway that connects the Hut to the Healthy Learners Center. All other structures on the site will be priced individually as alternates. The requirements and supporting photographs are provided below:

Requirements for Hut and Covered Walkway: (BASE BID)

1. Remove all old shingles, felt, flashing, and roofing materials to expose the roof decking.
2. Use new flashing to re-flash chimneys and roof penetrations.
3. Install 15# felt minimum over the roof deck.
4. Install new Architectural shingles with a minimum 30 year standard warranty—color to be determined by USC Salkehatchie. Contractor to provide color samples.
5. Install brown drip edge at all edges.
6. Contractor to provide all materials and labor necessary to complete all work.
7. All debris and trash to be hauled off-site by contractor.
8. The contractor is required to obtain all permits and coordinate inspections with the local authority. Town permits can be obtained at the Administrator's Office at 803-584-4619.
9. The contractor is required to carry Workers Comprehensive Insurance and Limited Liability Insurance.
10. The contractor is responsible for passing final inspection by the designated University representative before payment is authorized.
11. The contractor must provide three business references with phone numbers and email addresses in which a similar type of work has been successfully performed.

Alternate No. 1: Boy Scout Building

Provide a price to re-roof the Boy Scout Building using the same requirements as set for the Hut listed above.

Alternate No. 2: Storage Shed

Provide a price to re-roof the Storage Shed using the same requirements as set for the Hut listed above.

Alternate No. 3: Healthy Learners Center

Provide a price to re-roof the Healthy Learners Center using the same requirements as set for the Hut listed above.

Preview Jobsite: Please contact Fran Smith at the University of South Carolina Salkehatchie campus to schedule a site visit. He can be reached at 803-584-3446 Ext. 231 or at fsmith@mailbox.sc.edu.



Hut Complex



Hut Front-Side View



Hut Front View



Hut Side Elevation



Hut Rear Elevation



Hut Side Elevation



Covered Walkway



Boy Scout Building Front Elevation



Boy Scout Building Rear Elevation



Storage Building



Storage Building Rear Elevation



Healthy Learners Center Side View



Healthy Learners Center Rear Elevation



Healthy Learners Center Side View



Healthy Learners Center Front Elevation