



INVITATION FOR BIDS

PATHWAY REPAIRS

IFB 2017-03

March 2017

Facilities Management Division
12A Gateway Circle
843-342-4581

**TOWN OF HILTON HEAD ISLAND
INVITATION FOR BID
PATHWAY REPAIRS
IFB 2017-03**

The Town of Hilton Head Island is soliciting sealed bids from qualified contractors for pathway repairs of approximately 37,923 square feet of asphalt pathway along South Forest Beach, Cordillo Parkway, Pope Ave., Arrow Rd., Palmetto Bay Rd., 278, Marshland Rd., Dillon Rd., Beach City Rd., Wild Horse Rd. and Squire Pope Rd. Specifications may be obtained on the Town's website at www.hiltonheadislandsc.gov or from contacting Facilities Management at 843-342-4581.

Sealed bids are due no later than 9:00am, March 31, 2017. Bids will be opened at **Town Hall, One Town Center Court** at 9:05am the same day. No late bids will be accepted for any reason. No fax bids will be accepted.

A **mandatory** pre-bid conference will be held at 9:00am on March 20, 2017 at **Town Hall, One Town Center Court, Hilton Head Island, SC. The Town will only accept bids from those Contractors in attendance at this meeting.**

A question and response period will be open from March 13, 2017 to March 30, 2017.

Questions must be submitted in written form. All questions and answers will be provided to interested contractors. No questions will be answered after March 30, 2017.

The award of a contract for these services will be based on the following criteria:

- Cost – adequacy of the proposed work force/equipment required to perform these services (must meet Town's referenced minimum requirements)
- Responsiveness – responsibility of the bidder based on referenced past performance on contracts of similar requirements and scope.

Label bid on the outside of the sealed envelope with the following: **"IFB 2017-03 Pathway Repair"**. Hand carry bid to the Receptionist at Town Hall, One Town Center Court, Hilton Head Island, or deliver by traceable means, i.e. Fed Ex; to One Town Center Court, Hilton Head Island, SC 29928 Attention Tom Fultz (BID)

The Town reserves the right to accept or reject any or all bids received as a result of this invitation for bids or to negotiate with all qualified bidders, or to cancel in part or in its entirety this invitation for bids if it is in the best interest of the Town to do so.

This solicitation does not commit the Town to award a contract or to pay for any costs incurred in the preparation of your bid; or to procure or contract for any articles of goods or services.

Any bidder/offeror qualified for the "Local Vendor Preference" should fill out a certification statement, obtain proper certification and include it with bid/proposal in order to be considered for this preference. Certification forms are available on the Town's website at www.hiltonheadislandsc.gov or can be obtained by contacting Tom Fultz at 341-4600. If

certification has previously been confirmed, please include a copy of the certified form with the bid/proposal.

Bids must be signed by an official of your company authorized to bind the bidder, and shall contain a statement that the bid is good for a period of at least 60 days from the date of bid opening.

The Town does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or in the provision of goods and services.

The Contractor shall be required to meet all tasks of this contract within 90 days from date of notice to proceed. Failure to meet this deadline will result in a penalty of \$200.00 per day for every day beyond the designated deadline for completion.

BID INSTRUCTIONS:

Bids shall be submitted on the provided bid forms which must be filled out completely. All required Certificates of Insurance must be included with your bid. All Contractors will provide a minimum of three references for contracts of similar requirements and scope. Please provide name and current phone number of a primary point of contact for each reference. Failure of your bid to comply with these requirements will render it non-responsive. Attached is a sample contract format that will be used for the award of these services for information only.

Scope of Work

Project Summary

These specifications are for the repair of approximately 37,923 square feet of asphalt pathway along South Forest Beach, Cordillo Parkway, Pope Ave., Arrow Rd., Palmetto Bay Rd., 278, Marshland Rd., Dillon Rd., Beach City Rd., Wild Horse Rd. and Squire Pope Rd. Improvements include removal of root damaged asphalt, overlaying of new asphalt, tack coat at each cut of asphalt per SCDOT standards and to replace existing striping in the designated project areas. Areas to be repaired are defined further in these specifications and also marked on the pathway. The project shall be completed within 90 days from date of NOTICE TO PROCEED.

General Requirements

Contractor shall provide a work schedule 1 week in advance so that the Town may issue press releases regarding pathway closures.

Contractor shall be responsible for pathway closure during performance of contract and “curing” time, a minimum of 24 hours. Appropriate signage shall be used to advise pathway users of pathway closure. Contractor shall be aware of high pedestrian traffic areas and extra signage notifying approaching closures shall be used.

Appropriate work zone safety provisions shall be made at all times for the protection of motorists, pedestrians and workers. Safety vests are required for all workers.

All work shall be performed during daylight hours and in compliance with SCDOT standards in regards to weather limitations:

- A. Do not place asphalt base course or intermediate course when ambient air or road surface temperature is less than 35 degrees F or surface is wet or frozen.
- B. Do not place asphalt surface course when ambient air or road surface temperature is less than 50 degrees F or wet.
- C. Place bitumen mixture when temperature is not more than 15 degrees F below temperature at when initially mixed and not more than maximum specified temperature.

Contractor shall remove all containers, surplus material and debris and properly dispose of at the Contractor’s expense.

Contractor shall be responsible for any repair/replacement for any damage caused by contractor’s workmanship or equipment.

Contractor shall warranty all materials and workmanship for a period of one year from date of acceptance of project.

Contractor shall be a state licensed contractor as recorded with the SC Department of Labor, Licensing and Regulation with a license classification for Asphalt Paving, maintain Worker’s Compensation in the statutory amount and General Liability Insurance in the amount of \$1,000,000.00 during the life of this

contract. The Contractor will be required to have a current business license from the Town of Hilton Head Island.

Contract Security

If the bid cost is greater than \$100,000.00; the successful bidder shall deliver to the Owner an executed Performance and Payment Bond in an amount equal to at least 100% of the accepted cost as security for the faithful performance of the contract. This has to be delivered before a Notice to Proceed can be given.

Tasks

The Contractor shall cut and remove all roots that have caused asphalt damage in the specified areas. Removal shall be in such a manner that the root is cut out cleanly (minimum of 4") from the pathway. In cases where the root or its removal has caused sub base disturbance, the areas shall be cleaned and sufficiently backfilled with aggregate sub base and compacted to a density of not less than 95%.

Pathway asphalt overlays shall be constructed so that the surface level is the same height as surrounding pathway. Pathways shall conform to existing pathway widths, 4 ½" thick aggregate base (with a relative compaction of not less than 95% as determined by Test Method ASTM D5770-78) and 1 ½" fine mix asphalt concrete applied. Tack coat at each cut of asphalt per SCDOT standards and replace existing striping in the designated areas of repair.

Aggregate base areas shall receive a prime coat. Grades with a center crown not less than ½" for a slope of 1 percent across the path to provide adequate drainage.

Areas of Work

The attached spreadsheet describes the location, square footage and description of damage. These locations are marked on the pathways in paint. The contractor is responsible for verifying all measurements.

Repair #	Location	type of repair	Length	Width	Square Footage
	South Forest Beach Dr				0
T-1	South Forest Beach Dr	root intrusion	34	10	340
T-2	South Forest Beach Dr	root intrusion	78	8	624
T-3	South Forest Beach Dr	root intrusion	38	8	304
	Cordillo Parkway				
T-4	Cordillo Parkway				0
T-5	Cordillo Parkway	root intrusion broken edge	112	8	896
T-6	Cordillo Parkway	root intrusion broken edge	71	8	568
T-7	Cordillo Parkway	root intrusion	151	8	1208
T-8	Cordillo Parkway	root intrusion	300	8	2400
T-9	Cordillo Parkway	root intrusion	110	8	880
T-10	Cordillo Parkway	root intrusion	24	8	192
T-11	Cordillo Parkway	root intrusion	90	8	720
	Pope Ave				
T-12	Pope Ave btw CR and Shyd bridges	root intrusion	59	10	590
T-13	Pope Ave btw CR and Shyd bridges	root intrusion	77	10	770
	Arrow Rd				
T-14	Arrow Rd in woods	root intrusion	19	10	190
T-15	Arrow Rd in woods	root intrusion	24	10	240
	Palmetto Bay Rd				
T-16	Palmetto Bay Rd on island	edge issues decaying asphalt	1030	6	6180
T-17	Palmetto Bay Rd off island	root intrusion	625	5	3125
	278 Pathway				0
T-18	278 Pathway	damaged & decaying asphalt	132	8	1056
T-19	278 Pathway	damaged & decaying asphalt	155	8	1240
T-20	278 Pathway	damaged & decaying asphalt	34	8	272
T-21	278 past Beach City Rd	root intrusion	50	8	400
T-22	278 near Automobile Pl	root intrusion	40	8	320

DS-22	278 at Museum St	edge damage sinking	11	8	88
	Marshland Rd				0
T-23	Marshland Rd	root intrusion	48	10	480
T-24	Marshland Rd	root intrusion	73	10	730
T-25	Marshland Rd	root intrusion	60	10	600
T-26	Marshland Rd	root intrusion	114	10	1140
T-27	Marshland Rd	root intrusion	130	10	1300
T-28	Marshland Rd	root intrusion	19	10	190
T-29A	Marshland Rd	root intrusion	54	10	540
T-29	Marshland Rd	root intrusion	45	10	450
T-30	Marshland Rd	root intrusion	129	10	1290
T-31	Marshland Rd	root intrusion	143	10	1430
T-32	Marshland Rd	root intrusion	84	9	756
T-33	Marshland Rd	root intrusion	54	8	432
T-34	Marshland Rd	root intrusion	126	10	1260
T-35	Marshland Rd	root intrusion	67	10	670
T-36	Marshland Rd	root intrusion	89	10	890
T-37	Marshland Rd	root intrusion	74	10	740
	Dillon Rd				
T-38	Dillon Rd at 90 Dillon	root intrusion	45	8	360
	Beach City Rd				
T-39	Beach City Rd at Palmetto Hall	root intrusion	34	8	272
	Wild Horse Rd				
T-40	Wild Horse Rd at Old Wild Horse Rd	root intrusion	19	10	190
	Squire Pope Rd				
T-41	Squire Pope Rd near 278	root intrusion	200	8	1600
		GRAND TOTAL			37923

**BID FORM
IFB 2017-03
PATHWAY REPAIRS**

We have reviewed the specifications for this contract and can comply with all requirements therein. If selected by the Town of Hilton Head Island, we shall provide the required and specified services for the total sum of \$_____. Unit pricing is as follows:

Repairs

Estimated Quantities	Unit Cost	Total Cost
37, 923 square feet	\$ _____	\$ _____

The following companies may be contacted for references:
(List company, contact name and telephone number)

Reference 1: _____

Reference 2: _____

Reference 3: _____

This Bid is in effect for 60 days following bid opening.

COMPANY: _____

Owner/Manager: _____

Business License #: _____

Address: _____

Telephone: _____

Signature: _____

Date: _____

Witness: _____

Attach Certificate of Insurance and Town of Hilton Head Island Business License to Bid Form

10. The Contractor shall defend, indemnify, and hold harmless the Town, its officers, directors, agents, and employees from and against any and all actions, costs, claims, losses, expenses, and/or damages, including attorney's fees, whether incurred prior to the institution of litigation, during litigation, or on appeal arising out of or resulting from the conduct of any activity hereby authorized or the performance of any requirement imposed pursuant by this Agreement, however caused or occasioned, unless caused by the willful misconduct or gross negligence of the Town.
11. The parties hereto intend that no master/servant, employer/employee, or principal/agent relationship will be created by this Agreement. Nothing contained herein creates any relationship between the Town and the Contractor other than that which is expressly stated herein. The Town is interested only in the results to be achieved under this Agreement, and the conduct and control of the agents and employees of the Contractor and the methods utilized by the Contractor in fulfilling its obligations hereunder shall lie solely and exclusively with the Contractor and its agents and employees shall not be considered agents or employees of the Town for any purpose. No person employed by the Contractor shall have any benefits, status, or right of employment with the Town.
12. The Contractor, by signing this Contract, hereby certifies that Contractor shall comply with all applicable requirements of the South Carolina Illegal Immigration Reform Act, S.C. Code Ann. §41-8-10 (2007) et seq., (the "Act"), and that Contractor covenants and agrees as follows:

12.1. Contractor shall not knowingly or intentionally employ any unauthorized alien and, unless excluded from coverage of the "Act", shall verify the work authorization of all new hirers performing work under the contract by either:

(a) registering and participating in the Federal Work Authorization Program (E-verify) and verifying the work authorization of every new yearly hired employee within five (5) business days after employing employee; or

(b) employing only workers who, at the time of said employment:

1. possess a valid South Carolina driver's license or identification card; or
2. are eligible to obtain a South Carolina driver's license or identification card by providing proof of name, social security number and date and place of birth; or
3. possess a valid driver's license or identification card from another state deemed by the Executive Director Department of Motor Vehicles to have requirements at least as strict as those in South Carolina.

Contractor may choose either option 1 (a) or option 1(b) but acknowledges that Contractor cannot use both.

12.2. Contractor agrees to provide to the Town all documentation requested by it to establish either:

- (a) the applicability of the South Carolina Illegal Immigration Reform Act to Contractor; or
- (b) compliance with the South Carolina Illegal Immigration Reform Act by Contractor.

12.3. Contractor agrees to include in any contracts with its sub-contractors language requiring its sub-contractors to:

- (a) comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of

Laws; and

(b) include in their contracts with the sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws.

12.4. Contractor acknowledges and agrees that it shall comply with requirements of the Immigration Reform and Control Act of 1986 including the non-discrimination provisions thereof, and shall complete all required I-9 documentation for all workers employed by it.

12.5. Contractor certifies it shall comply with all state, federal, and local laws, rules, regulations and orders applicable to it in performance of work under the contract.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures hereto the date first written hereinabove.

WITNESSES:

<< **CONTRACTOR'S FULL NAME**>>

By: _____

Its: _____

WITNESSES:

TOWN OF HILTON HEAD ISLAND

By: _____

Stephen G. Riley, AICP

Its: Town Manager