

City of Dillon



401 West Main Street PO Drawer 431
Dillon, SC 29536
(843) 774-0040 Fax: (843) 774-0050
www.cityofdillonsc.us

***Invitation to Bid Number 2023-02
Golf Course Maintenance Building and Cart Shelter***

Sealed bids will be received in the office of the City Manager at 401 West Main Street, Dillon, South Carolina 29536 until January 31, 2023 at 2:00pm from qualified vendors for a metal building and cart shelter for the Golf Course located at City of Dillon Municipal Golf Course.

Bids shall be opened promptly at the above stated date and time and their contents will be made public for the information of the bidder and other interested parties.

Bids must be submitted in a sealed envelope with "Bid Number 2023-02 Golf Course Building" clearly marked on the outside of the envelope for easy identification by the City of Dillon. Any bids received later than the specified time will not be accepted/considered. The City of Dillon will not be responsible for late submission caused by the postal service, other carriers, or any other delivery problems regardless of the reasons. The City of Dillon does not accept emailed or electronic bids. Bids submitted by mail, FedEx, UPS, etc., must meet these same requirements and should be addressed to: City of Dillon, City Managers Office, Golf Course Greens, 401 West Main Street, Dillon, SC 29536.

The City of Dillon reserves the right to engage in discussions with any or all responsible bidders who submit bids which appear to be eligible for award, for the purpose of clarification to assure full understanding of and responsiveness to the invitation to be requirements herein.

This solicitation does not commit the City of Dillon to award a contract/purchase order to pay any cost incurred in the preparation of a bid, or to procure or contract for services. The City of Dillon reserves the right to reject any and all responses, to cancel this solicitation, and to make an award deemed in its own best interest.

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Instructions to Bidders

Responses will only be accepted from responsible and responsive companies that have an established reputation in golf course greens renovations.

A responsible company is defined as one that has the capability in all respects to perform fully the requirements outlined in this request and the integrity and reliability which will assure good faith performance.

A responsive company is defined as one that has submitted a response which conforms in all respects to the bid requirements.

Deviations from the scope of services contained herein must be stated in the response for the City's consideration.

Any changes in the proposal after a contract agreement has been awarded must be with the written consent of the City Manager; otherwise, the responsibility for such changes lies with the company. Any changes to the scope of services in this proposal package shall be in writing and an addendum will go out to all prospective respondents so each respondent can compete equitably.

Ownership of all data, material and documents originated and prepared for the city pursuant to this contract shall belong exclusively to the City.

The deadline for the submission of any and all questions and inquiries concerning this proposal is January 24, 2023 at 3:00pm. All questions must be directed to Burt Rogers, (wbrdillon@bellsouth.net).

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Scope of Work

Maintenance Building

The Contractor will provide the following:

- 1. 30'X50' Metal building with vertical sides with 12' sidewalls.***
- 2. 30'X50' concrete pad with 3,000 PSI concrete to include framing and grading and a 20'X30' concrete pad in front of building.***
- 3. Metal building to have four (4) 2'X3' white grid windows.***
- 4. Three (3) commercial grade metal doors with rectangle glass.***
- 5. Three (3) track garage doors, (2) 10'X10' and (1) 10'X8".***
- 6. One (1) 12'X30' permanent wall inside of building***
- 7. Building to be completely insulated to include roof, sides, and ends.***

Cart Shelter

The Contractor will provide the following:

- 1. 40'X50' metal structure with horizontal siding with 10' sidewalls on each side and back of structure with a 40'X50' concrete pad of 3,000 PSI concrete. Forming and grading to be included. Also, a 20'X40" apron in front of structure.***

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Proposal Requirements

At a minimum, successful submittals shall demonstrate experience and technical competence with the following requirements:

- 1. Price of the overall proposal, broken down by key components.***
- 2. Information on warranties associated with materials and installation.***
- 3. Information regarding the Contractor's history including, but not limited to, location of the main and satellite offices, length of time in business, key employees to be associated with this project, company owned equipment list demonstrating the ability to successfully complete this project.***
- 4. Contractor must provide proof of experience in designing and completing projects of similar size and scope, including project names, dates of completion, locations, owners/contact persons, and a brief description of projects as well as project budgets. Must provide reference list of at least three (3) previous projects similar in scope but not more than five (5), successfully completed within the past (3) years.***