

Invitation for Bid

Plumbing Service

For

City of Goose Creek

Responses are due No Later Than
Monday, November 15, 2021, at 11:00 AM

To: Sherry Bodden
Purchasing Coordinator
PO Drawer 1768
519 N. Goose Creek Blvd
Goose Creek, SC 29445

Properly submitting a response to this solicitation to the Purchasing Office at Goose Creek City Hall on or before the due date and time will be the sole responsibility of the proposer. The City of Goose Creek will in no way be responsible for delays caused by overland or electronic delivery systems. It is the sole responsibility of the proposer to confirm that a response has been received on or before the due date and time.

Contact: Sherry Bodden
sbodden@cityofgoosecreek.com
843-797-6220, ext. 1109

Invitation For Bid

The City's tentative Schedule for this Invitation For Bid is as follows:

IFB Issue Date	October 11, 2021
Bid Due Date	November 15, 2021 @ 11:00am
Bid Evaluations	November 19, 2021

PURPOSE:

- a. The purpose of this Invitation for Bid is to acquire Plumbing Services for the City of Goose Creek.
- b. Insurance – Offeror agrees to maintain such insurance as will fully protect Offeror and the City of Goose Creek from any and all claims under any workers' compensation statute or unemployment compensation laws, and from any and all other claims of any kind or nature for damage to property or personal injury, including death, made by anyone, that may arise from work or other activities carried on, under, or facilitated by this agreement, either by Offeror, its employees, or by anyone directly or indirectly engaged or employed by Offeror. Offeror agrees to maintain such automobile liability insurance as will fully protect Offeror and the City of Goose Creek for bodily injury and property damage claims arising out of the ownership, maintenance or use of owned, hired, or non-owned vehicles used by Offeror or its employees, while providing services to the City of Goose Creek.
- c. Successful offeror may be required to provide proof of and maintain comprehensive general liability insurance with a limit of not less than \$1,000,000 per occurrence and naming City of Goose Creek as an additional insured party.
- d. Successful Offeror will be required to submit proof of and maintain Worker's Compensation and Employer's Liability Insurance as required by law.

INVITATION For BID:

The City of Goose Creek will accept IFB responses through Monday, November 15, 2021, AT 11:00AM. The City of Goose Creek is not responsible for and will not accept, IFB which are received late due to mail delivery.

SUBMITTAL REQUIREMENTS:

The City of Goose Creek will not assume responsibility for any cost related to the preparation or submission of the offer. The IFB must be submitted to the Purchasing Coordinator

of Goose Creek by the due date and time. Four hard copies (4) of the IFB response must be received in a sealed envelope and addressed to:

By Mail:

City of Goose Creek
Sherry Bodden
Purchasing Coordinator
PO Drawer 1768
Goose Creek, SC 29445

In-Person:

City of Goose Creek
Sherry Bodden
Purchasing Coordinator
519 N. Goose Creek Blvd.
Goose Creek, SC 29445

In order for your offer to be considered, the following should be included and should be returned.

- a) One (1) original and three (3) copies of your offer
- b) W9
- c) COI showing Workers Comp Insurance – If awarded will need to have City of Goose Creek listed as the Certificate Holder

BUSINESS LICENSE REQUIREMENT:

It is required that each contractor and sub-contractor awarded a contract agreement with the City of Goose Creek, either secure a business license or update their current business license for the contract amount for the work being done inside the city limits. The successful contractor is required to contact the Business License Office at 843-797-6220.

IFB REQUIREMENTS:

The Invitation For Bid must include the following information in this specific order:

- a) Legal name of the Business
- b) Business Address
- c) Copy of necessary licenses to perform the scope of work
- d) Contact person within the Business to receive all IFB communications
- e) Provide a Conflict-of-Interest Statement that the business, its sub-contractors have no conflicts of interest with the City of Goose Creek, any of the City's employees, and that no member of the proposed business has a family member employed, elected, or appointed to any public position with the City of Goose Creek who may have influence over this Bid or would benefit financially by the selection of this business.

SCOPE OF SERVICES:

The Contractor shall provide full-service on-call plumbing maintenance and repair services to City Facilities as outlined in this document. Contractor shall retain professional personnel who have successfully and competently provided municipal facility plumbing

maintenance and repair services on projects of similar scope and complexity. It shall be the Contractor's responsibility to effectively repair and maintain, to the satisfaction of the City representative, all aspects of plumbing systems in City defined facilities with minimal downtime. All maintenance and repairs shall be provided in accordance with the highest standards of the industry, skill, workmanship, applicable trade practices, shall meet warranties and be in conformance to all applicable laws, codes, and regulations. The successful Contractor's plumbing maintenance and repairs shall, at a minimum, include but not be limited to the specifications outlined herein. The vender selected must be a licensed Plumbing contractor and have a valid City of Goose Creek business license, and workers' compensation insurance in effect.

- Emergencies two-hour response time
- Non-Emergencies four-hour response time
- Holidays four-hour response time

Typical repairs include but are not limited to:

- a. On Call Plumbing repair work – furnishing of all labor, materials, tools, equipment, supplies, services, tasks, and incidental and customary work necessary to competently perform on call Plumbing maintenance and repair work at various City facilities listed below
- b. Leaks, clogs (inside and or on rooftop)
- c. Annual video of drain lines

Work could be done at any of the following locations:

- City Hall/Police Department/Municipal Court – 519 N. Goose Creek Blvd.
- Goose Creek Recreation/Community Center – 519A N. Goose Creek Blvd.
- Dogwood Park – 460 Liberty Hall Rd. – soccer field, football field, covered picnic area, grill, playground
- Etling Park – 100 Ellen Dr. - basketball court, covered picnic area, playground
- Eubanks Park – 125 Old Moncks Corner Rd. – basketball courts, sand volleyball court, tennis courts, covered picnic area, grill, playground – available for rentals
- Fairfax Park – 100 Fairfax Blvd. – grill, picnic area, playground
- Felkel Field Complex – 100 Lucy Dr. – baseball/softball fields, concession stand, restrooms, playground
- Forest Lawn Park – 100 Giles Dr. – grill, picnic tables, playground
- Foster Creek Park – 100 Foster Creek Rd. – soccer fields, concession stand, restrooms, Playground
- Lake Greenview Park – 1 Pandora Dr. – trails, covered picnic area, picnic tables, grill, Playground
- Oak Creek Park – 100 Persimmon Circle – covered picnic area, grill, playground
- Ryan Creek Park – 229 Janice St. – benches, playground
- St. James III Park – 1007 Willowood Ave. – covered picnic area, grill, playground
- St. James Park – 107 Westminster Blvd. – covered picnic area, playground, tennis court

- Department of Public Works – 200 Button Hall Avenue
- Crowfield Golf Club – 300 Hamlett Circle
- Fire Department HQ – 201 Button Hall Avenue
- Fire Department Station 2 – 950 Crowfield Blvd
- Fire Department Station 3 – 535 Old Mt Holly Road

TERMS OF AWARD:

The contract period will be one (1) year from the date of award with the option to renew annually for up to two (2) additional years. The contract may be canceled or any portion thereof at any time during the term of service and such cancellations shall be effective upon giving thirty (30) days written notice. If the contract is renewed, a 3% cost escalation will automatically be applied for each subsequent year. If all conditions are met during this period of time.

Pricing:

It is understood that variable costs related to specific Plumbing activities cannot always be readily captured in a pricing proposal. Such cost includes material cost. For all other cost, please provide a summary to include:

- Normal Cost per hour for Plumbing services
- Normal Working hours
- Cost for after hours, weekend work, and holidays
- Minimum charge for service calls
- Itemize any additional cost that were not addressed previously

BILLING:

All billing notices must be sent to the City of Goose Creek accounts payable department. All invoices shall identify the specific items/service being billed. The invoice may be sent to ap@cityofgoosecreek.com