

## **REQUEST FOR PROPOSAL**

The Central Clemson Indoor Recreation Center is requesting sealed proposals from qualified firms or individuals for screen and recoat Courts 1 & 2 11,800 sq. ft. and Thompson Court 7,400 sq. ft. with Bona All Court Poly or MFMA Approved Oil-Modified Polyurethane with extremely tough high-build gloss finish. Provides excellent chemical resistance and protection from routine cleaning and perspiration.

Proposals are to be addressed and delivered to Pete Becker, Director, Central-Clemson Indoor Recreation Center, at 130 Commons Way, Central, SC 29630. Proposals should be received by Friday, July 5<sup>th</sup> at 2pm at which time proposals will be opened and announced publicly. No proposal will be accepted after this time. The City of Clemson is not responsible for delays in the mail. The City of Clemson and/or the Town of Central have the right to accept or reject any or all bids.

## **INTENT**

The Central Clemson Indoor Recreation Center is jointly owned by the Town of Central and the City of Clemson, South Carolina. The facility is in the process of re-plastering both the lap and small pools.

## **PRE-PROPOSAL CONFERENCE**

Proposers will be required to visually inspect the site. Interested Proposers may call to arrange a meeting/tour by contacting Peter Becker at his cell at 205-873-0471. In case you cannot reach Pete Becker, contact Tom Cloer, Assistant Town Administrator at 864-643-6276. Times available to meet are from 9-11am or 1-3pm. Meetings will take place at the Central-Clemson Indoor Recreation Center located at 130 Commons Way, Central, SC, 29630.

## **INSTRUCTIONS TO PROPOSERS**

All proposals shall be addressed to Pete Becker, Director, Central-Clemson Indoor Recreation Center at 130 Commons Way, Central, SC 29631. Proposals are due by July 5<sup>th</sup> at 2:00 pm. No telephone, electronic or facsimile proposals will be considered. Proposals received after the deadline will not be accepted. Package containing proposal should be clearly labeled on the outside of the envelope "Basketball Court Refinishing Proposal."

The award shall be made to the responsible proposer who is determined to be the most advantageous to the CCRC based on the evaluation factors set forth in this solicitation. Price, although a consideration, will not be the sole determining factor.

If you are submitting any information you consider to be proprietary, you must identify it as such and submit it in a way that can be separated from the submittal. Pricing information cannot be considered proprietary.

Unless specifically stated to the contrary, any manufacturer's names, brand names or catalog numbers used in the specifications of this RFP are for the purpose of describing and/or establishing the quality, design and performance required. Any such reference is not intended to limit or restrict any offer by any proposer and is included in order to advise the potential

proposer of the requirements for the CCRC. Any offer which proposes like quality, design or performance will be considered.

Any person, firm, corporation or association submitting a proposal shall be deemed to have read and understood all the terms, conditions and requirements in the specifications/scope of work.

All formal inquiries or requests for significant or material clarification or interpretation, or notification to the CCRC for errors or omissions relating to this RFP must be directed, in writing to: Pete Becker at [pbecker@cityofclemson.org](mailto:pbecker@cityofclemson.org). All inquiries must be submitted by September 25<sup>th</sup> at 5pm. An addendum with the answer to all questions received will be sent to eligible proposers. Questions submitted after the deadline may not be answered.

**Contractor/Bid Requirements:**

- Contractor must be properly licensed and under the State of SC and Local Laws governing their trades and will be required to carry a minimum of \$1,000,000 General Liability Insurance, Workers Compensation, obtain a Town of Central Business License for the General Contractor and all sub contractors and comply with The Illegal Immigration Reform Act.
- Contractor will be required to provide three (3) or more references with contact name and number in the bid packet for referral purposes.
- Performance bond will be required for this project
- Contractor will need to provide **in the bid packet** a copy of Certificate of Proof of Liability and Workman's Comp Insurance.
- Contractor and any subcontractor(s) will be required to obtain a Town of Central Business license. Information may be obtained by calling Susan Brewer at Central Town Hall, 864-639-6381 Ext. 106.
- The Town of Central and the City of Clemson are Equal Opportunity Employers and consider applications for all positions without regard for a person's race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age (40 or older), disability or genetic information.

Contractor is responsible for all tools and equipment at the job site. The Town of Central or the City of Clemson cannot be held liable for theft or vandalism of equipment.

The CCRC shall not reimburse any proposer the cost of responding to this RFP.

**SPECIFICATIONS/SCOPE OF WORK**

**The successful Proposer shall provide the following:**

Screen and recoat Courts 1 and 2 about 11,800 sq. ft.

Screen and recoat Thompson Court about 7,400 sq. ft.

**Note: The bid shall be inclusive of all costs. The target date for the pool work is the last two weeks of December or in January. Please advise when you could perform the work and how long the work will take.**

**FORMAT OF SUBMITTAL**

To facilitate direct comparisons, your proposal must be submitted in the following format:

- Three (3) clearly marked hardcopies “original” in 8.5” x 11” double-sided, non-binding form. No metal or plastic binding – may use binder, folder, or clip for easy removal of proposal.