1. **INTRODUCTION**

County of Darlington, South Carolina is seeking bids from qualified firms to install a fence line for the Environmental Services located at 2301 Great Cypress Road Darlington South Carolina.

1. **SCOPE OF WORK**

Environmental Services is looking to install a fence line approximately 100 feet, with two double drive gates size 50’x6’. Fence must be 6 feet high with barbwire on the top. The printout attached shows the outline of where the fence should be in yellow. Please add 90 feet on each end.

An optional Pre-Bid walk through will be held on June 20, 2018 at 10:30 AM at the Darlington County Landfill. However, after this time it’s not guarantee that someone will be able to assist with showing the area.

1. **SUBMISSION PROCEDURES, REQUIREMENTS**

**Submittals**

All submissions must be received prior to or by **2:00 PM on June 27, 2018** and delivered to Darlington County Procurement Analyst, 1 Public Square, Room 210, Darlington, S.C. 29532.  If the submission is late, the invitation for bid will be rejected.  There will be no exceptions.  Responders submitting bids shall be responsible for all cost of preparing such.

Responders to this Invitation for Bid shall closely examine the specific requirements noted herein and the attached Terms and Conditions and submit one original of their bid to the address listed below.  To ensure acceptance of the bid, the Bid number **(IFB# 01-06-27-22018)** should be clearly shown on the lower left corner of the return envelope.  Facsimile transmittals or offers communicated by telephone will not be accepted or considered.  Send to:

**Darlington County**

**Attn: Procurement Analyst**

**1 Public Square, Room 210**

**Darlington, South Carolina 29532**

**IFB # 03-09-26-201**

**License and Permits**

The contractor shall obtain all applicable licenses, and promptly pay all taxes required by the State of South Carolina, and/or Darlington County.

1. **STATEMENT OF QUALIFICATIONS**

Vendors shall include a statement of qualifications that includes the following:

1. Responsiveness to this Invitation for Bid.
2. Detailed Scope of Work.
3. Integrity, reputation, experience and past performance, including demonstration of ability to perform similar services to those included in responses to this IFB.
4. References
5. Bidder shall disclose any current adverse business circumstances, including litigation that might adversely affect this project.
6. **REFERENCES**

**Inquiries and Addenda**

All questions concerning this bid are to be submitted in writing via fax, electronic mail, or regular mail to Portia E. Davis, Procurement Analyst, to the address listed below, no later than **June 19, 2018 10:00 AM**.  Please refer all questions in writing about this Bid to:

**Darlington County**

**Attn:  Procurement Analyst**

**1 Public Square, Room 210**

**Darlington, South Carolina 29532**

**Phone: (843) 398-4100**

**Fax: (843) 393-8539**

**E-mail:** [**pdavis@darcosc.net**](mailto:pdavis@darcosc.net)

All inquiries and responses will be distributed to all vendors known to have received the Bid document.  The County will not be responsible for or bound by any oral instructions made by any employee(s) of the County in regard to this quote.

**Addenda**

This Invitation for Bid represents the most definite statement Darlington County will make concerning information upon which quotes are to be based.  Any changes to this bid will be in the form of a written addendum, which will be furnished to all vendors who are listed with the County as having received a request for bid document.  ***No addenda will be issued later than five (5) working days prior to the date for receipt for bid except an addendum which, if necessary, postpones the date for receipt of bid or cancels this bid.***  Vendors shall acknowledge receipt of all addenda with their bid.

1. **GENERAL INFORMATION**

              A.        Proprietary Information

The County of Darlington is a public body and governed by the South Carolina Freedom of Information Act.  Documents submitted to the County relating to this Invitation for Bid are subject to requirements of the Freedom of Information Act and may be deemed public records.

              B.        Errors and Omissions

The Responder will not be allowed to take advantage of any errors or omissions in the Invitation for Bid.  Where errors or omissions appear in the Bid, the Responder shall promptly notify the County of Darlington in writing of such error or omission it discovers.  Any significant error, omission and/or inconsistency in the specifications are to be reported as soon as possible but no later than five (5) days before such time the response is to be submitted.

  C.       Withdrawal of Bid

An official representative of a Responder may withdraw a Responder’s response at any time prior to the proposal submission deadline. Acceptable proof establishing that he/she is the representative of the Responder must be provided.

  D.       Non-Endorsement

If the County awards contract, the successful Responder shall not issue any news release or other statement relating to the award or servicing of the agreement which state or imply the County of Darlington’s endorsement of the successful Responder’s services.

  E.        Right of Refusal

Darlington County, South Carolina (the “Owner”) reserves the right to reject any or all bids or to award or refrain from awarding the contract for the work, to request additional information, and to interview, whichever is deemed to be in the Owner’s best interests.  All submittals shall become the property of the Owner and are subject to the Freedom of Information Act (FOIA) regulations.

1. **INSURANCE**

The contractor shall not commence work under the associated contract until it has obtained all insurance required, and the County has approved such insurance in writing, nor shall the contractor allow any subcontractor to commence work on its subcontract until all similar insurance required of the subcontractor has been obtained.  All insurance policies shall be maintained for the life of the contract.

**THE COUNTY SHALL BE NAMED AS “ADDITIONAL INSURED” FOR ITS INTEREST** on all policies of insurance except Worker’s Compensation, Automobile Liability, and Professional Errors and Omissions, as regards ongoing operations, products and completed operations, and this shall be noted on the face of the Certificate of Insurance. As a part of the certificate of insurance requirement the contractor shall also include acknowledgement and acceptance of the waiver of subrogation provision granted to the County of Darlington.  This acknowledgement and acceptance should be included in the same section of the Certificate of Insurance that evidences the “Additional Insured” provision.

1. Certificates for all such policies of insurance shall be provided by the **Contractor's** insurance agent or broker to the **County** within 10 working days from the date of Notice of Award.
2. **Contractor** will provide **County** a minimum of 30 days advance notice in the event the insurance policies (or an insurance policy) are canceled. Subcontractors approved to perform work on this project are subject to all of the requirements in this Section.
3. **Contractor** agrees to maintain and keep in force during the life of this Agreement, with a company or companies authorized to do business in South Carolina, the following insurance policies:

**Comprehensive General Liability:**

$1,000,000 per occurrence - combined single limit / $2,000,000 general aggregate, to include products and completed operations.

**Automobile Liability:**

$1,000,000 per occurrence - combined single limit (Coverage shall include bodily injury and property damage and cover all vehicles including owned, non-owned and hired)

**Statutory Worker's Compensation:**

Coverage A - State of SC

Coverage B - Employers liability

$1,000,000 Each Accident

$1,000,000 Disease, Per Employee

$1,000,000 Disease, Policy Limit

**Workman’s Compensation Coverage**

Darlington County, SC will require each contractor and service provider to maintain on file with the purchasing officer, a current Certificate of Insurance showing limits as required by the Workers' Compensation Act of SC: Employers Liability, $1,000,000.

Policy shall contain a waiver of subrogation against the County of Darlington, its departments, agencies, boards, employees, and commissions for losses from work performed by or on behalf of the contractor.

**No deviation from this coverage will be accepted unless, in the County’s sole discretion, it is more advantageous to the County, i.e., $1,000,000 - a $2,000,000 or $5,000,000 limit would be acceptable.**

1. **ILLEGAL IMMIGRATION REFORM ACT COMPLIANCE**

By submitting an offer, Contractor certifies that it will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws (originally enacted as Section 3 of The South Carolina Illegal Immigration Reform Act , 2008 S.C. Act No. 280) and agrees to provide upon request any documentation required to establish either: (a) the applicability of Title 8, Chapter 14 to Contractor and any subcontractors or sub-subcontractors; or (b) the compliance with Title 8, Chapter 14 by Contractor and any subcontractor or sub-subcontractor. Pursuant to Section 8-14-60, “A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony and upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both.” Contractor agrees to include in any contracts with its subcontractors language requiring the subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in any contracts with the sub-subcontractors language requiring the sub-subcontractor to comply with the applicable requirements of Title 8, Chapter 14.  In the event any contractor, subcontractor and/or sub-subcontractor is found not to be in compliance with the SC Immigration Reform Act [hereinafter "The Act"], the contractor agrees to fully indemnify the County for any loss suffered by the County as a result of such contractor, subcontractor or sub-subcontractor's failure to comply with the Act.

1. **LOCAL VENDOR PREFERENCE**

**Ordinance Sec 46-61. Local Preference**

1. A vendor shall be a resident of this county. If the vendor is an individual, partnership, or corporation that is authorized to do business within the state, an office must be maintained in the county and all taxes assessed must be paid.
2. During the bid evaluation process, any vendor who meets the criteria for local preference and the evaluation team feels that the county will gain value; will have their bid price reduced by five percent. The local vendor will be required to match the lowest bid submitted by the non-local responsive bid. If all bids received are local vendors; then the five percent preferences will not be calculated.
3. **IRAN DIVESTMENT ACT**

Pursuant to the Iran Divestment Act of 2014, S.C. Code Ann. §§ 11-57-10, *et seq.*, the Executive Director of the State Budget and Control Board (SC State Fiscal Accountability Authority, Division of Procurement Services effective July 1, 2015) has published a list of persons determined to engage in investment activities in Iran. The list identifies entities that are ineligible to contract with the State of South Carolina or any political subdivision of the State, including state agencies, public universities, colleges and schools, and local governments. The Iran Divestment Act of 2014.

**Three (3) Customer References for similar size and scope of services:**

|  |  |
| --- | --- |
| Entity Name: |  |
| Contact: |  |
| Title: |  |
| Street: |  |
| City, State & Zip: |  |
| Primary Telephone: |  |
| Primary FAX: |  |
| E-Mail Address: |  |
| Brief Explanation of Relationship: |  |

|  |  |
| --- | --- |
| Entity Name: |  |
| Contact: |  |
| Title: |  |
| Street: |  |
| City, State & Zip: |  |
| Primary Telephone: |  |
| Primary FAX: |  |
| E-Mail Address: |  |
| Brief Explanation of Relationship: |  |

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| Entity Name: |  |
| Contact: |  |
| Title: |  |
| Street: |  |
| City, State & Zip: |  |
| Primary Telephone: |  |
| Primary FAX: |  |
| E-Mail Address: |  |
| Brief Explanation of Relationship: |  |

1. FEIN or Social Security Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Suspension and Debarment

Federal guidelines require grant recipients to obtain sufficient assurance that vendors are not suspended or debarred from participating in federal programs when contracts exceed $25,000. By signing below you verify that no party to this agreement is excluded from receiving Federal contracts, certain subcontracts, and certain Federal financial and nonfinancial assistance and benefits, pursuant to the provisions of 31 U.S.C. 6101, note, E.O. 12549, E.O. 12689, 48 CFR 9.404, and each agency's codification of the Common Rule for Nonprocurement suspension and debarment. [See <https://www.epls.gov/> for additional information.]

1. Does your individual or company structure require the filing of a Form 1099 to the IRS on the part of Darlington County, SC? **Yes No**
2. Will you honor the submitted prices for purchase by other departments within Darlington County and by other government entities who participate in cooperative purchasing with Darlington County, South Carolina?

**Yes No**

1. Acceptance of Invitation for Bid Content: The contents of the successful IFB/RFP are included as if fully reproduced herein. Therefore, the selected contractor must be prepared to be bound by his/her proposal as submitted.
2. RENEWAL OF CONTRACT

The County reserves the right, at its sole option, to renew this contract for up to four (4) one year additional terms. Pricing for additional terms shall be based on the Consumer Price Index (CPI) as published by the United States Bureau of Labor Statistics. Will you honor the CPI for future term pricing?

**Yes No**

The continuation of the terms, conditions, and provisions of any resulting contract beyond the fiscal year is subject to approval and ratification by the Darlington County Council and appropriation by them of the necessary money to fund said contract for each succeeding year.

1. CERTIFICATION REGARDING DRUG-FREE WORKPLACE:

The undersigned certifies that the vendor listed below will provide a “drug-free workplace” as that term is defined in Section 44-107-30 of the Code of Laws of South Carolina, 1976, as amended, by the complying with the requirements set forth in title 44, Chapter 107.

**Yes No**

1. Any attempt by the vendor to influence the opinion of County Staff or County Council by discussion, promotion, advertising, misrepresentation of the submittal or purchasing process or any procedure to promote their offer will constitute a violation of the vendor submittal conditions and will cause the vendor’s submittal to be declared null and void.
2. The lowest or any proposal will not necessarily be accepted and the County reserves the right to award any portion thereof. I/We, the undersigned, hereby confirm that all the above noted documents for Bid/Request for Proposal No. 02-06-30-2017 were received.
3. MINORITY PARTICIPATION [INFORMATION ONLY]
4. Is the bidder a South Carolina Certified Minority Business? **Yes No**
5. Is the bidder a Minority Business certified by another governmental entity?

**Yes No**

If so, please list the certifying governmental entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Will any of the work under this contract be performed by a SC certified Minority Business as a subcontractor?

**Yes No**

If so, what percentage of the total value of the contract will be performed by a SC certified Minority Business as a subcontractor? %

1. Will any of the work under this contract be performed by a minority business certified by another governmental entity as a subcontractor?

**Yes No**

If so, what percentage of the total value of the contract will be performed by a minority business certified by another governmental entity as a subcontractor?

%

1. If a certified Minority Business is participating in this contract, please indicate all categories for which the Business is certified:

Traditional minority

Traditional minority, but female

Women (Caucasian females)

Hispanic minorities

DOT referral (Traditional minority)

DOT referral (Caucasian female)

Temporary certification

SBA 8 (a) certification referral

Other minorities (Native American, Asian, etc.)

(If more than one minority contractor will be utilized in the performance of this contract, please provide the information above for each minority business.)

1. ILLEGAL IMMIGRATION: Non-Construction (NOV. 2008): (An overview is available at [www.procurement.sc.gov](http://www.procurement.sc.gov)) By signing your offer, you certify that you will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agree to provide to the State upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable to you and your subcontractors or sub-subcontractors; or (b) that you and your subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony, and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." You agree to include in any contracts with your subcontractors language requiring your subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, 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. [07-7B097-1]

INFORMATION ONLY:

Our company accepts VISA government procurement cards.

Our company does not accept VISA government procurement cards.

1. Printed Name of person binding bid \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Signature (X)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Date

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**EXCEPTIONS PAGE**

**MANDATORY BID SUBMISSION FORM**

***List any areas where you cannot or will not comply with the specifications or terms contained within the request for proposal documentation. If none, write “NONE”***

|  |  |  |
| --- | --- | --- |
| **DARLINGTON COUNTY, SOUTH CAROLINA,** a Body Politic and Corporate and a Political Subdivivision of the State of South Carolina | **MAIL OR HAND CARRY TO: DARLINGTON COUNTY**  **PROCUREMENT ANALYST**  **1 PUBLIC SQ. RM 210**  **DARLINGTON, SC 29532**  **TELEPHONE NO 843-398-4100** | C:\Users\pdavis\Desktop\County Seal Logo.jpg |
| **SEALED BID NO. 01-06-27-2018 Environmental Fence Line** | **BIDS ARE DUE ON**  **JUNE 27, 2018 TIME: 2:00 PM** | |

LEGAL COMPANY NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CITY-STATE-ZIP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FAX NO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FEDERAL ID (TAX ID) NO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-MAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL BID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bidder declares their Bid Response is made without any connection with any other individual that may be submitting a Bid Response to this IFB and their Bid Response, in all respects, is fair and in good faith, without collusion or fraud, with another Bidder, representative or agent.

**NOTE: THE ENTIRE IFB PACKET NEED NOT BE RETURNED. Please be sure to provide the requested number of copies of all offeror provided attachments. Thank you.**