

## **HORRY COUNTY SOLID WASTE AUTHORITY, INC.**

The Horry County Solid Waste Authority, Inc. is requesting sealed proposals for Asphalt Paving Work at the Longs Convenience Center. All interested parties can obtain the RFP at [www.solidwasteauthority.org](http://www.solidwasteauthority.org). Specifications are available at the Administrative Offices of the Solid Waste Authority located at 1886 Highway 90, Conway, South Carolina, or by calling (843) 347-1651. Proposals will be received at the Administrative Offices until **3:00 P.M., Tuesday, January 29, 2019**. Any proposal received later than the specified time will **NOT** be accepted/considered. All proposers are responsible for monitoring the website for any changes or addendums. The Solid Waste Authority reserves the right to accept or reject any and all proposals or any one item in a proposal. Mandatory pre-bid site visits will be held **Tuesday, January 22, 2019** at the Longs Convenience Center.

All proposals must be sealed and properly identified as: **#018-19-10 – Asphalt Paving Work at the Longs Convenience Center - Solid Waste Authority** - and mailed/delivered to:

Horry County Solid Waste Authority, Inc.  
1886 Highway 90  
P.O. Box 1664  
Conway, South Carolina 29528

Attn: Jan Bitting  
#018-19-10

# HORRY COUNTY SOLID WASTE AUTHORITY

## INSTRUCTIONS TO PROPOSERS

1. This request for proposal includes the following:
  - A. Instructions To Proposers
  - B. Specifications
  - C. Proposal Form (s)
2. Proposal (s) will be examined promptly after opening; immediately thereafter, all proposals will be tabulated with said tabulation being made available to all participating. It is not a practice to award any proposal until the Authority has had ample time to review each Proposal. Award will be made however, at the earliest possible date. If the mail is delayed beyond the date and hour set for the proposal opening, Proposal (s) thus delayed, will NOT be considered. Any proposal not present at appointed time will not be opened. Facsimiles will not be accepted. **The proposal number must be clearly visible on the outside envelope.**
3. TAXES - The Authority pays South Carolina State Sales Tax. The Authority is exempt from Federal Excise Tax and will issue exemption certificates as requested.
4. AWARD OF PROPOSAL - Award of Proposal shall be made to the lowest responsible proposer meeting the Specifications, taking into consideration the following:
  - A. Superior Quality
  - B. Adequate Maintenance and Service
  - C. Past Experience with Company's Equipment
  - D. Company's Reputation
  - E. Known as Technically Good and Innovative Company
  - F. Delivery Date
  - G. Guarantees/Warranties
  - H. Performance of Proposer's equipment in hands of other agencies, plants, and firms.
5. Each proposer must submit a proposal (s) on the blank form attached. The Proposer shall sign his proposal form correctly and proposal (s) may be rejected if there are any omissions, alterations of form, additions not called for, conditional proposal or any irregularities of any kind.
6. DEVIATIONS - Any deviations from these Specifications MUST be noted in detail and submitted in writing with this PROPOSAL. The absence of this Specification deviation will hold the Proposer strictly accountable to the Specifications as written herein. Failure to submit this document of Specification deviation, if applicable, shall be grounds for rejection of the item (s) when offered for delivery.

7. **CHANGES** - Any changes in Specifications after the Purchase Order/Contract has been awarded, must be with the written consent of the Authority; otherwise, the responsibility for such changes shall be with the Vendor.
8. **DELIVERY**- Complete unit (s) shall be delivered to the Horry County Solid Waste Authority, 1886 Highway 90, Conway, South Carolina.
9. **PAYMENT**- The Solid Waste Authority will be invoiced after delivery of equipment or completion of project, the payment terms for this invoice shall be Net 30.
10. **INFORMATION** – **All questions must be submitted, in writing** to Ms. Jan Bitting, Director of Finance and Administration, Fax number (843) 347-3653. Proper reference To this proposal is required. **Deadline for questions is seven (7) calendar days prior to proposal opening date.** All questions will be answered and posted as an addendum on our website. All changes in specification will also be posted on our website. All proposers are responsible for monitoring the website for any changes or addendums. Verbal information obtained otherwise will **NOT** be considered in awarding of proposal.
11. **BUSINESS LICENSE** - The successful Proposer must provide a copy of their current Horry County Business License.
12. **BID BOND** – Proposers will be required to submit with their Proposal (s) a Bid Bond in the amount of five percent (5%) of the amount of the total delivered price of the equipment, which guarantee may be in the form of Surety Bond, Certified Check, Cashier's Check, Bank Money Order of any National or State Bank and shall be made payable to the Horry County Solid Waste Authority. Checks will be forfeited to the Authority, as liquidated damages in case an award is made and the contract bond are not promptly and properly executed.
13. **PERFORMANCE BOND** –The successful proposer will be required to furnish a Performance Bond in the full amount of the contract sum, issued by a bonding company licensed to do business in South Carolina and, on the approved list of the Treasurer of the United States.
14. **RETURN OF CHECKS** –When proposals are awarded, the Authority will return immediately all checks, except those of the successful proposer (s).
15. The Authority reserves the right to reject any or all Proposals. It further reserves the right to waive technicalities and formalities in proposals as well as to accept in whole or in part such proposals or proposals where it deems it advisable in protection of the best interests of the Authority.
16. **INSURANCE**: The successful proposer shall be required to maintain General Liability Insurance in the amount of One Million Dollars (\$1,000,000.) and maintain Workman's Compensation Insurance. The contractor shall be required to submit a copy of proof of insurance prior to commencement of work.

17. Any material included with the proposal becomes the property of the Authority and are not returnable.
18. Any Proposer aggrieved in connection with the solicitation or award of a contract may protest to the Executive Director in writing within 7 days after such person knows or should have known of the facts giving rise to the grievance.
19. The Proposer must include the following items or their proposal may be deemed nonresponsive: Signed Certification of Proposal Submittal Form and a signed and notarized Non-collusion Affidavit.

**SPECIFICATIONS**

**FOR**

**Asphalt Paving and Site Work – Longs  
Convenience Center**

**January 2019**

**HORRY COUNTY SOLID WASTE AUTHORITY, INC.  
PO BOX 1664  
CONWAY, SOUTH CAROLINA 29528**

# **SPECIFICATIONS FOR ASPHALT PAVING WORK AT LONGS CONVENIENCE CENTERS**

## **DESCRIPTION OF WORK**

Demolition and removal of existing asphalt and replacement with 2” thick, Type 1 asphalt. Contractors are responsible for determining the exact site measurements and number of square yards of asphalt needed to complete the projects. The existing base needs to be fine graded and compacted for proper drainage. The center must be paved according to specifications and time schedule provided. Contractors will need to shoot grade on site to allow for water to run off of the area asphalted and not stand where concrete pads and asphalt adjoin.

## **ASPHALT SPECIFICATIONS**

Asphalt to be Type 1.

Asphalt to be 2 inches thick

## **SITE LOCATION**

Longs Convenience Center

797 Highway 9 North

Longs, SC 29568

## **MANDATORY SITE VISIT**

Mandatory pre-bid site visit will be required in order for each bidder to determine exact site measurement/requirements. The mandatory site visit will be held on Tuesday, January 22, 2019 at 9:00 a.m. at the Longs Convenience Center.

## **HOURS OF OPERATION**

All work will have to be done around operational schedule and traffic flow at the site. Paving is to be done on the scheduled day the center is closed.

### WARRANTY

Contractor will be responsible for all workmanship and material for 12 months from date the center is complete and accepted by the Solid Waste Authority.

### CLEAN UP AND DISPOSAL

Contractor will be responsible for all clean up and proper disposal of excess waste material.

### PLAN FOR COMPLETION

Please provide proposed starting date, completion date and square yards for the site. All work must be completed by February 28, 2019.

# ASPHALT PAVING WORK AT LONGS CONVENIENCE CENTERS

## PROPOSAL SHEET

1. Labor and Materials to complete job;  
Asphalt/Site Work price per square yard.

Demolition and removal of existing asphalt and replace with 2" thick, Type 1 asphalt. Replacing any base material as needed with 6" base material.

### **Option A: Longs Convenience Center**

Asphalt/Site Work:	Number of Square Yards:	_____
	Price Per Square Yard:	\$ _____
	Total	\$ _____

### **Option B: Concrete Pads (2)**

Concrete/Site Work:	Number of Square Yards:	_____
	Price Per Square Yard:	\$ _____
	Total	\$ _____

2. Project Start Date: \_\_\_\_\_

Project Completion Date: \_\_\_\_\_

3. Beyond the 90 days, how long (number of months) will the proposal be valid: \_\_\_\_\_ months



4. Provide three (3) references for paving/parking lot or similar work completed in last 6 months.

5. Provide Proposer Information:

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City & State: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

6. **CERTIFICATION:** The Undersigned hereby certifies that this proposal will be in effect for a period of 90 days following the proposal date. Proposer further acknowledges that the Authority will not necessarily award proposal on proposal price only, but will compare individual proposals and all bid information to determine the choice for meeting the overall objectives of the Authority. Proposer shall understand that all information requested in this specification package will be evaluated and contribute to the selection process.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

**Required Form      FORM OF NONCOLLUSION AFFIDAVIT**  
**(This Affidavit is Part of the Bid Proposal)**

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_ )  
being first duly sworn, deposes and says that he/she is

\_\_\_\_\_ )  
(Sole owner, a partner, president, secretary, etc.)

of \_\_\_\_\_ )

the party making the foregoing Bid Proposal that such Bid Proposal is genuine and not collusive or sham; that said Bidder has not colluded, conspired, connived, or agreed directly or indirectly, with any Bidder or person to put in a sham Bid Proposal, or that such other person shall refrain from offering and has not in any manner, directly or indirectly sought by agreement or collusion, or communication of conference, with any person, to fix the bid proposal price of affiant or any other Bidder, or to fix any overhead, profit or cost element of said bid proposal price, or that of any other Bidder to secure any advantage against OWNER any person interested in the proposed Contract; and that all statements in said Bid Proposal are true; and further, that such Bidder has not, directly or indirectly submitted this bid proposal, or the contents thereof, or divulged information or date relative thereto to any association or to any member or agent thereof.

\_\_\_\_\_  
(Bidder)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_ State \_\_\_\_\_ County \_\_\_\_\_

Notary Public in and for

My commission expires \_\_\_\_\_, 20\_\_.