



January 25, 2021
(W/Revised Layout 1/27/2021)
and Addenda 2/4/21

Re: Shade Structures-Kershaw County Aquatics Center Request for Proposals (RFP)

The City of Camden, in a joint project with Kershaw County (Owner), is soliciting formal proposals for the purchase and installation of shade structures for a community splashpad completed in 2020. Free-standing shade structures will be erected at the splashpad and adjoining swimming pool complex. A drawing showing a typical placement example is attached. The aquatics center is located at 196 Battleship Rd, Camden, SC 29020.

Due to various accessory options and designs available, proposals are requested in lieu of bids. The shade structures and appurtenances, including installation, will be selected based on the best overall “package” presented that will best serve the City and County for the proposed cost. In addition to standard items, the vendor may recommend options that, based on vendor experience, would provide the most appropriate package for the Owner.

Manufacturer models under consideration are:

Superior Recreational Products (Superior Shade) of Carrollton, GA or equal:

- | | |
|---|---------|
| 1. Rectangular Suspended Cantilever Shade, 20'L x 14'W x 8' entry Ht, | Qty - 2 |
| 2. Umbrella Shade, 20'L x 20'W x 8' entry Ht | Qty - 3 |
| 3. Hip Shade, 30'L x 20'W x 8' entry Ht | Qty - 1 |

Fabric and frame colors to be selected by Owner from standard manufacturer colors.

At a minimum, the offer shall be based on the following minimum specifications:

Fabric: UV stabilized, breathable woven HDPE, blocking up to 98% of UV rays depending on color. Fire retardant.

Framework: Designed to withstand wind gusts up to 150 mph. Minimum 6 mil powder coated finish (3 mil epoxy-zinc primer, 3 mil color powder coat). Tubing to meet appropriate ASTM standards. Provide Glide Elbow quick-release fabric system or equal. Provide surface mounts or embedded columns as needed to minimize disruption to existing concrete decking, whichever alternative provides the most cost-effective installation method while maintaining structural integrity. No external cables, etc. will be required for frame/column support.

Concrete: Where required for installation, provide reinforced concrete footings/columns, minimum 4000 psi or greater as recommended by manufacturer. Concrete shall be broom-finish and placed to meet existing concrete. Expansion joint material, if required to prevent cracking of new or existing concrete. Steel reinforcing will be placed as required.

Overall System: Provide a turn-key system that is durable, easy to operate and maintain, and meets all local building codes and industry standards. Upon completion, provide to the Owner, written instructions and other related information for the operation and maintenance of the system. Provide on-site training to the Owner.

Installation: The shade systems shall be installed by manufacturer-approved, local installers. The selected Contractor shall obtain a City of Camden business license. Prior to Notice to Proceed, the installer shall provide a certificate of insurance naming the City of Camden and Kershaw County as certificate holders for this project. Insurance coverage shall be a minimum of \$1,000,000 each for general commercial liability, automobile, and worker compensation. All contractors and subcontractors shall be listed in the proposal submittal and shall be duly licensed in appropriate classifications by the State of South Carolina as required.

Excavation, concrete demolition and replacement shall be conducted in a manner that will minimize damage to surrounding areas. All work shall be performed in a quality workmanship manner in accordance with industry and manufacturer standards. The City of Camden or Kershaw County will provide an 8 CY dumpster for disposal of construction materials, packaging, etc. related to the project. Any concrete debris/residuals shall be separated and placed on-site as directed by the Owner.

South Carolina uses an 8-1-1 call system for locating underground utilities. There is no charge for this service. There are water, sewer, natural gas, electric and phone/cable utilities on the property. It is the responsibility of the contractor performing the work to call 8-1-1 to obtain a locate ticket prior to any excavation. The Owner will assist in identifying any other piping, etc. within the area of work, but cannot guarantee every facility that might be present.

Existing Conditions: Some shade structures will be installed on/in existing concrete slabs. In the area of the splashpad decking, the slab is estimated to be approximately 4 inches thick with mesh reinforcing. There is an existing 8-inch trench drain that must be avoided. There are two, 2-inch conduits in the splashpad slab for phone and electric. The thickness of the slab adjoining the older existing pool has not been verified, but should be of similar construction. A 4-foot chain-link fence divides the splashpad from the pool area. Three, single pole umbrella shades will be installed in or on the concrete on both sides in an alternating pattern to minimize the number of penetrations into the slab. Two cantilever structures will be installed on the southern side outside of the 6-foot perimeter fence to avoid any existing slab removal. One traditional style hip structure will be installed on the north end of the pool outside the existing slab to avoid any slab removal. Note the attached drawing which shows approximate locations. The Contractor, with approval from the Owner, may make minor adjustments, as necessary to avoid conflicts when possible.

Additional Options for consideration: The vendor may recommend additions, deletions or alternatives (with alternative pricing) that, based on experience and/or manufacturer

requirements will provide for a better installation and/or pricing. These options may or may not be purchased depending on cost and available budget.

Complete Operational System: The above minimum and optional items described above are features the purchaser would like to consider. Any items not listed, but are required to provide for a fully functional system for the intended use, shall be included in the delivered product at no additional cost. In addition, the vendor may recommend other items that would be useful and beneficial to the purchaser based on the vendor's experience.

Warranties: All standard manufacturer warranties for the fabric and framework systems shall apply unless otherwise noted, but no less than 12 months. The vendor shall note the term of all warranties provided, including installation warranty.

Target Budget: The turn-key project is estimated to be in the range of \$45,000 to \$60,000.

Procurement: The City of Camden may issue a purchase order to the selected vendor following any further negotiation on a final price and options. In addition to your best pricing, please note, as a government agency, the City is allowed to purchase through the South Carolina State Procurement system for those items currently awarded under "SC State Contract". The City of Camden is also a member of Sourcewell, formerly the National Joint Powers Alliance (NJPA) and is offered discounts by various vendors under that program. The City's NJPA/Sourcewell member number is 64737. Pricing may also be acquired through the North Carolina Sheriff's Association, Buy Board, and Omnia Partners cooperative purchasing programs, whichever will provide the best pricing the City is qualified to obtain. The vendor shall note which program, if any, pricing is provided under. Should the manufacturer have any grants available, they may be considered.

Submittals:

It is highly recommended that a site visit be scheduled to inspect the facility prior to submitting a proposal. A visit may be scheduled by contacting Ray Peterson, City of Camden Public Works, at (803) 425-6045.

Complete Sealed Proposals [Three (3) copies] will be due no later than **2:00 PM on Tuesday, February 9, 2021** to be received and acknowledged only at that time to:

City of Camden Public Works
KC Aquatic Center Shade Structures Proposal
Attn: Raymond Peterson, Deputy Director
1000 Lyttleton St
Camden, SC 29020

The project is subject to adequate funding, and approval by SCDHEC and local building officials. A building permit may be required, but permit fees will be waived. All other fees will be required. The City reserves the right to reject any or all proposals in the best interest of the City/County and also may overlook minor deficiencies in the submittals that do not detract from the intent of the RFP:

- Include in the submittal a list of references, with contact information, of at least five (5) customers receiving similar units in the past five years.
- The proposal shall note the anticipated delivery time of the complete project after receipt of the purchase order.
- The stated costs shall include all components and installation for a complete working system, and any delivery charges, taxes (if applicable), training, services, etc. The unit cost of each structure shall be listed along with any installation fees, shipping, etc.
- Submittals shall include a detailed description of all key components. Manufacturer literature, along with any additional pertinent information shall be provided. Proposals must be submitted on company stationery and the offer signed by an authorized representative. The vendor, in addition to pricing, may include a narrative and/or manufacturer literature that will describe the quality of its components and services to be delivered. The vendor must note any exceptions or substitutions to the required specifications. In the event the vendor discovers a discrepancy or conflict in the above specifications, the vendor shall note the discrepancy and recommend an appropriate alternative.

Review:

Each proposal will be reviewed and assessed at a minimum on the following criteria. Price will not be the only factor, but will be a significant consideration:

1. Construction, design, features, apparent durability of the units.
2. Ergonomics for the operator and ease of maintenance.
3. Delivery and installation schedule.
4. Warranty terms and available local service and parts, etc.
5. Apparent value based on cost vs. features and above items.

Proposals will be reviewed by a panel of City and County employees and/or applicable parties associated with these agencies.

Schedule and Payment:

The project shall be completed no later than April 30, 2021. Final invoicing shall be submitted by June 1, 2021. Unless otherwise approved, payments, following satisfactory review and approval, will be made within 30 days following invoice submittals after delivery of materials to the site, and following substantial completion of the work, and following final close-out and release of any liens, etc. Ten (10) percent retainage will be withheld from all, but the final invoice.

Questions regarding the Request for Proposals may be directed to Ray Peterson at rpeterson@camdensc.org

On behalf of the City of Camden and Kershaw County,

Raymond F. Peterson, PE
Deputy Director, Public Works & Utilities

c: Shane Duncan, KC Recreation Director



City of Camden-Kershaw County

Shade Structures – Kershaw County Aquatics Center Request for Proposals

Addenda February 4, 2021

- A. Addenda includes a revised site plan to better delineate proposed shade structures, site facilities, and utility locations, etc. The Contractor will be required to field verify all underground utilities before any excavation. Locations shown are approximate and cannot be guaranteed accurate.
- B. Responses to questions risen by vendors regarding the project since advertisement through February 4, 2021:

1) Will this project require sealed engineer drawings? *This project will not require stamped drawings, but you do need to make sure that it is installed according to manufacturer requirements.*

2) Will this project require us (the contractor) to pull permits? *A City building permit may be required, but the fees will be waived. A SCDHEC change order approval may be required, but the Owner is working on that.*

3) I see where it states the contractor is responsible for calling 811 Locate for public utilities, but what about private utilities? *While we cannot guarantee every utility will be identified, the Owner will assist in identifying known utilities. There is a natural gas line between the two buildings. Three new conduits were installed to provide for telephone and a lighting circuit and a spare. I believe the telephone cable has been partially installed and the lighting cable is still exposed. The two larger conduits can be seen above ground at one end and can be exposed at the other end for verification if needed. There is a water supply line for the pool from the pump building, but it doesn't appear to be in the way.*

4) Do you know where I can find out about the City of Camden business license application process, including fees? *The business license information can be obtained by calling City Hall at (803) 432-2421.*

5) How can I arrange for a site visit? *Site visits can be arranged by contacting Ray Peterson at (803) 425-6045 or email at rpeterson@camdensc.org subject to staff availability. No site visits will be conducted after 3:00 PM, Monday, February 8, 2021.*

6) I see it says that the installer shall be "local." *We assume the installers may not be direct employees of the manufacturer; therefore, "local". However, the RFP states that consideration will be given to availability of local service and parts, etc. The installer should be licensed in accordance with the State of SC contractor licensing board, where applicable.*

7) Are you set on the “Glide Elbow” mounting system? Can we use the standard system? *Please quote the Glide Elbow system or equal. If, based on your experience, the standard system would be better, you may also provide an alternate bid for the standard system with an explanation.*

8) Does the contractor need to be an authorized representative of the manufacturer? *The vendor responsible for the Contract should be an authorized representative (approved dealer, installer, etc.) or otherwise have the written support of the manufacturer indicating they are qualified to perform the work.*

9) Who should be listed on the COI (certificate of insurance)? *The City of Camden, SC and Kershaw County should be listed as certificate holders.* What are the addresses?

The City’s address is 1000 Lyttleton St, Camden, SC 29020

The County’s address is 519 Walnut St, Camden, SC 29020

10) Is the installer we are going to use as a sub-contractor also responsible for providing a COI? *If the sub-contractor is working under your contract and being covered under your insurance or other contractual agreement, then I don’t think a separate COI would be needed. If the subcontractor is an independent and not being covered by your insurance or other contractual agreement, then a separate COI would be needed.*

11) What mounting style would you like? True Surface Mount, Sub Surface Mount, or Embedded? *It is assumed the canopies in the gravel or grass area can be embedded. We are trying to minimize the penetrations in the new concrete where the umbrellas will go so possibly surface mount for the umbrellas, but these are large umbrellas and not sure if surface mount is an option with them. The concrete is 4 inches thick; therefore the manufacturer/installer will be responsible for determining the appropriate mount that will meet the structural requirements, while attempting to minimize penetrations in a cost-effective manner.*

12) Would you like the shades to have glide elbows to easily remove the fabric from the shade? *Yes, if that will make it easier to maintain. However, as noted, an alternate bid for the standard release system may be included with the proposal.*

*An attempt will be made to provide this addenda to all known Proposers who have expressed an interest in the project. The City and County are not responsible for insuring all potential Proposers have received a copy. **This will be the only published addenda prior to the Proposal due date.** Proposers may provide additional information in their submittal to include alternate options, pricing, recommendations, etc. for consideration.*

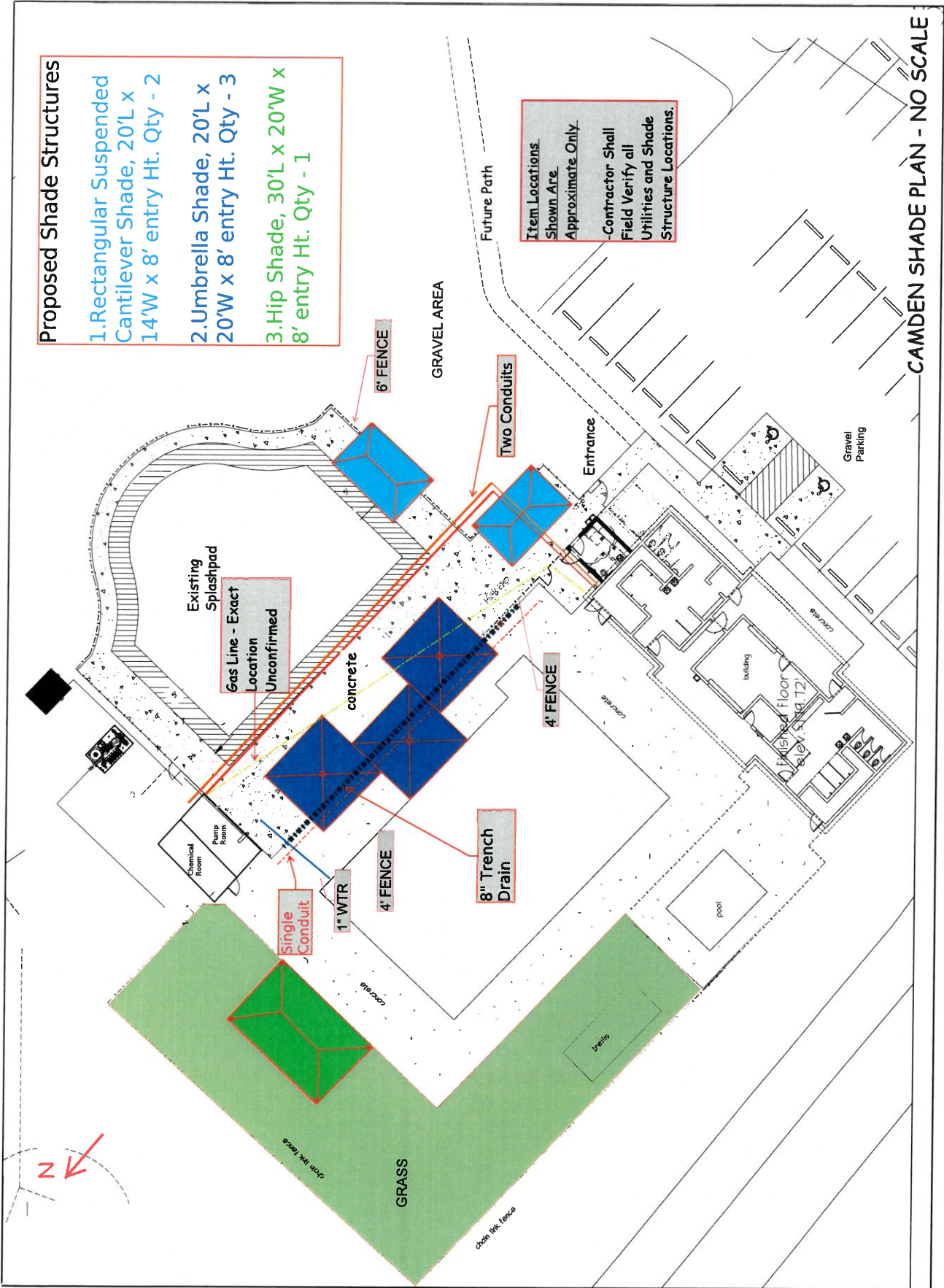
Raymond F. Peterson, PE
Deputy Director
Public Works & Utilities
1000 Lyttleton St
Camden, SC 29020
(803) 425-6045

February 4, 2021



- Proposed Shade Structures**
1. Rectangular Suspended Cantilever Shade, 20'L x 14'W x 8' entry Ht. Qty - 2
 2. Umbrella Shade, 20'L x 20'W x 8' entry Ht. Qty - 3
 3. Hip Shade, 30'L x 20'W x 8' entry Ht. Qty - 1

Item Locations Shown Are Approximate Only.
 - Contractor Shall Field Verify all Utilities and Shade Structure Locations.



CAMDEN SHADE PLAN - NO SCALE