



FOUNTAIN INN

est 1886

INVITATION FOR BIDS

**THE CITY OF FOUNTAIN INN,
Fountain Inn Natural Gas (FING)
IFB #2019 –002**

Gas Service Lines Installations

ISSUE DATE:

December 12, 2019

SUBMISSION DEADLINE:

December 23, 2019

12:00 P.M. (EDST)

**CITY OF FOUNTAIN INN, SOUTH CAROLINA, NATURAL GAS
DEPARTMENT INVITATION FOR BID #2019-002- GAS SERVICE LINES
INSTALLATIONS**

The Natural Gas Department of The City of Fountain Inn, South Carolina (FING) is seeking competitive bids from qualified companies to provide the City with a complete price for the installation of natural gas service lines.

Sealed bids will be received at 200 North Main Street; Fountain Inn, SC 29644 until December 23, 2019 at 12:00 p.m. from qualified contractors at which time they will be publicly opened and read aloud. Details of the award will be posted on www.fountaininn.org. Bids received after the time and date set for receipt of bids will not be accepted and will be returned to the bidder.

All bids must be in a sealed envelope and marked:

**CITY OF FOUNTAIN INN
SEALED BID: IFB#2019-002
TITLE: NATURAL GAS SERVICE LINES
ATTN.: FINANCE DEPARTMENT
200 NORTH MAIN STREET
FOUNTAIN INN, SC 29644**

All bids are subject to the City of Fountain Inn's Procurement Ordinance, Ordinance #2010-001 dated February 2, 2010. The Procurement Ordinance is available on the City's website.

No bid may be withdrawn for a period of sixty (60) calendar days after the bid opening. Should the bids be higher than the amount allocated by the City for this project, the City reserves the right to negotiate in good faith with the preferred bidder. Failing an agreement, the City may reject all bids and resubmit for new bids or make any decisions it deems to be in its own best interest.

No bid will be accepted from a contractor who is not currently licensed as applicable, by the South Carolina Department of Labor, Licensing and Regulation Contractor's License Board, in accordance with the Code of Law of South Carolina and has a current South Carolina General Contractor's License.

City Contact: Questions regarding this Request for bids, contact

Eduardo Noriega, Gas Director

Office: (864) 862-0042

eduardo.noriega@fountaininn.org

Upon receiving the "Notice of Award," the successful bidder has ten (10) calendar days to submit all required bonds, insurance, permits and licenses and meet with the City to discuss any problems or questions pertaining to the project.

If the bidder discovers any ambiguity, conflict, discrepancy, omission or other errors in the bid, bidder shall immediately notify the City of such error in writing and request modification or clarification of the

document. The bidder is responsible for clarifying any ambiguity, conflict, discrepancy, omission or other erroring the bid or it shall be deemed waived.

The successful contractor shall comply with all instructions and shall perform services in a manner commensurate with the highest professional standards by qualified and experienced personnel.

Project Scope of Work

The City is seeking a natural gas contractor to install approximately 550 plastic service lines during a 12-month period.

The following is an actual count of service lines installed during 2019:

SERVICE LINE INSTALLATIONS			1/2"		3/4"		1"		2"	
DATE	FOOTAGE	YTD TOTAL	Footage	Count	Footage	Count	Footage	Count	Footage	Count
January	5,103	5,103	0	0	4480	67	623	1	0	0
February	4,772	9,875	0	0	2018	37	2754	4	0	0
March	4,252	14,127	88	1	2627	48	1537	2	0	0
April	4,330	18,457	0	0	3490	58	840	2	0	0
May	2,092	20,549	130	1	1873	40	89	1	0	0
June	4,173	24,722	0	0	3567	67	606	1	0	0
July	2,975	27,697	0	0	2701	51	274	2	0	0
August	2664	30,361	0	0	2300	44	364	1	0	0
September	3687	34,048	0	0	2050	38	1392	2	245	1
October	3740	37,788	0	0	1938	38	1802	4	0	0
November	1227	39,015	0	0	723	14	300	1	204	3
December			0	0	0	0	0	0	0	0
TOTALS			218	2	27,767	502	10,581	21	449	4

NOTE: Future quantities are not guaranteed, this table is for estimating purposes only.

The complete short (house is on the same side as the gas main) service line installation will include all the following:

- Exposing the gas main line and taping the main.
- Fusing the appropriate size branch-tee on the main line.
- Trenching/digging for no more than 75 lineal feet. Minimum acceptable depth shall be 18" from top of ground, and minimum acceptable width of trench shall be 12" edge to edge.
- Installed the specified size of plastic pipe.
- Installed trace wire and Caution Tape per FING specs.
- Install service line riser.
- Back-fill trench and general cleanup.
- Test service line installation per FING Specs.
- All gas related materials will be supplied by FING, and only FING's material will be use in the job.

- A. Cost: Provide the complete service line installation cost as follows:
- Complete ½" SL up to 75 lineal feet.
 - Complete ¾" SL up to 75 lineal feet.
 - Complete 1" SL up to 75 lineal feet.
 - Complete 2" SL up to 75 lineal feet.
 - Cost per foot over 75 feet for ½", ¾", 1" and 2" services.
 - Boring cost per foot for ½", ¾", 1" and 2" services, in those cases we need a long service to go under a road.
 - Rock excavation per **Cubic Foot** ½", ¾", 1" and 2" services.
 - Hourly rate for a 2-man crew and equipment to perform such things but no limited to concrete/asphalt removal, other non-typical work associated with a service line installation, etc.
- B. Schedule: All work shall be performed during normal working hours (7:30AM to 5:00PM) and day light. Note FING does not work on Friday afternoons.
- C. Permits/811: FING will obtain any special permits (DOT, County, City as required), but contractor is responsible for calling 811 for locates.
- D. Materials: All materials are supplied by FING.

Contractor Requirements

Contractor requirements shall include, but not be limited to:

- A. All work performed and recommendations provided must comply with applicable mandated rules and regulations, whether Federal, state, or local. Examples of these mandated rules and regulations include, but are not limited to, 49 CFR parts 191 and 192, OSHA, DOT, and ANSI.
- B. Contractor must have a 49 CFR 192 OQ plan and Drug and Alcohol Plan, copies must be submitted if you are the selected bidder.
- C. All contractor's field employees performing the work must be OQ approved and drug tested.
- D. The selected company will provide a one-year minimum warranty on labor and installation. During the first year after the installation, the selected company agrees to repair or replace any service lines if the defect was found to be on the installation at no cost to FING.

Proposal Outline to be Submitted

The proposal shall be organized and submitted with the following elements:

- A. Cover Page
- B. Executive Summary - provide a brief summary describing the company's ability to perform the work requested, a history of the company's background and experience providing the products and services, the qualifications of the company's staff to be assigned to this project, any subcontractor, and/or suppliers and a brief history of their background and experience and any other information called for by this request for bids. This summary should be brief and concise.
- C. Response to Scope of Work - Each company shall provide responses and information to fully satisfy each item in this section.
- D. Attachments, if necessary.

Response to Scope of Work

- A. Company and General Information
 - 1. Company name and address.
 - 2. Letter of transmittal signed by an individual authorized to bind the company stating that the company has read and will comply with all terms and conditions of this Request for Bids.
 - 3. General information about the primary contact who would be able to answer questions about the proposal. Include name, title, telephone number and email address of the individual.
- B. Qualifications and Experience of the Company
 - 1. Describe your company's history and organizational structure. Include the size of the company, location of offices, years in business, name of owner(s).
 - 2. List the office and members of your team who will be responsible for providing the products and services.
 - 3. What is your company's experience? Describe comparable projects performed by your company in the last five years, including the number of projects, scope of work and status of the projects.
- C. Pricing
- D. References
 - List the name, address and telephone number of references from at least three (3) recent similar projects. Include a brief description of the work provided for each reference.
- E. Certificate of Insurance

The City will require the successful company to provide Certificates of insurance evidencing required coverage types and the minimum limits.

F. Business License

The proposing organization does not require a City of Fountain Inn business license to respond to the Request for Bids. However, the successful proposer will be required to acquire a City of Fountain Inn Business License during the contracting process and maintain an active license throughout the contracted period.

G. Standard City Professional Services Agreement

The City will require the successful company to execute a professional services agreement with the City. Please review the attached City Standard Agreement and identify any questions or clarifications.

Evaluation of Proposals

Proposals will be evaluated on the company's ability to provide the services that meet the requirements set forth in this Request for Bids. The City reserves the right to make such investigations as it deems necessary to determine the ability of the company to provide the products and services to a satisfactory level of performance in accordance with the City's requirements. Interviews and presentations may be requested if deemed necessary to fully understand and compare the company's capabilities and qualifications.

Proposals will be evaluated based on the following criteria:

1. Qualifications and Experience
2. Questions/ Response to the Scope of Work
3. Fee
4. References and Schedule

As reflected above, the contract award will not be based solely on price, but on a combination of factors as determined to be in the best interest of the City. After evaluating all the proposals received and discussing them further with the finalists, the City reserves the right to further negotiate the scope of work and/or the fabrication and installation method and amount of compensation.