

**TOWN OF HILTON HEAD ISLAND
REQUEST FOR PROPOSALS
FOR THE CONSTRUCTION OF**

OCEAN POINT INTERIM BEACH FILL PROJECT

The Town of Hilton Head Island is soliciting sealed proposals from qualified marine contractors for the construction of an approximate 35,000 cubic yard (cy) beach fill project along the Hilton Head Island Port Royal Sound shoreline. Construction plans and specifications shall be used as the primary basis for developing proposals. Sealed proposals are due by February 27, 2014. Sealed proposals should be hand carried or delivered by traceable means to the Town receptionist at One Town Center Court, Hilton Head Island SC. 29928. All proposals must be clearly marked on the outside with the following: RFP# 2014-0004 *OCEAN POINT INTERIM BEACH FILL PROJECT*. All work on the beach shall be completed by June 30, 2014. No extension of time will be granted.

A mandatory pre-proposal conference will be held at Town Hall on February 18, 2014 at 1:30 pm. Proposals will not be considered from those contractors who do not attend the mandatory pre-proposal conference. Plans and all associated proposal documents will be available at this conference.

Proposals will be opened at Town Hall on February 27, 2014 at 2:00pm in Conference Room 3 at Town Hall. At the time of opening, the only information that will be made available to the public will be the names of the offerers submitting proposals. No other information will be made available until an award is made.

Offerers shall be licensed to perform the work described herein as required by Section 40-11-10 et seq., South Carolina Code of Laws, 1976 (as amended) and Section 10-1-10 et seq., Code of the Town of Hilton Head Island, South Carolina, 1983 (as amended).

A certified check or Bond must accompany proposals in an amount equal to at least 10% of the proposal amount. A Contract Performance and Payment Bond in the amount of 100% of the contract amount will be required.

The Town reserves the right to accept or reject any or all proposals received as a result of this request, or to negotiate with all qualified offerers, or to cancel in part or in its entirety this solicitation if it is in the best interest of the Town to do so.

This solicitation does not commit the Town to award a contract or to pay for any costs incurred in the preparation of your proposal or to procure or contract for any articles of goods or services.

Your proposal must be signed by an official authorized to bind the offer, and it shall contain a statement to the effect that the proposal is firm for a period of at least 60 days from the date of opening.

The Town does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services.

Special Instructions:

Include five references for which your company has completed similar, public sector or government marine construction projects. Identify a point of contact and their current phone number and e-mail address for each project.

Selection Criteria:

The Town will select the most qualified proposal based on the following criteria and weighting:

Fee (50%)

Experience on Similar Projects (30%)

Available Resources (Personnel and Equipment) and
Proposed Construction Schedule (20%)

Schedule:

The Town has established a definitive schedule that requires that all beach construction activities must be completed by June 30, 2014. A penalty of five-percent (5.0%) of the contract amount will be assessed if work is not completed by this deadline. An extension of time will not be granted for any reason.

Bonds:

A bid surety in an amount equal to 10% of the total proposal price will be required with the submission of your proposal. Additionally a performance bond and payment bond in an amount equal to the full contract price will be required prior to award.

For information concerning this solicitation, please contact Mr. Scott P. Liggett, P.E. – Town Engineer at (843) 341-4776.

Contract Documents:

Copies of the Contract Documents may be inspected at the following location: Receptionist Desk – Town Hall, One Town Center Court, Hilton Head, S.C. 29938.

Reference is made to said documents for full particulars.

Copies of Contract Document required for proposal purposes may be obtained after February 5, 2014 from the offices of Olsen Associates, Inc., 2618 Herschel St., Jacksonville, FL, 32204. Upon payment of One Hundred dollars (\$100.00) for each set of documents so obtained. Payment includes shipment by U.S. Mail only. Check should be made payable to Olsen Associates, Inc. The payment for Contract Documents is not refundable. Shipment of the documents shall be by First Class mail unless arrangements for express delivery have been made at the proposer's expense.