



## INVITATION FOR BIDS

### PATHWAY REPAIRS

# **IFB 2016-0001**

**January 2016**

Facilities Management Division  
12A Gateway Circle  
843-342-4581

**TOWN OF HILTON HEAD ISLAND  
INVITATION FOR BID  
PATHWAY REPAIRS  
IFB 2016-0001**

The Town of Hilton Head Island is soliciting sealed bids from qualified contractors for pathway repairs of approximately 51,998 square feet of asphalt pathway along Cordillo Parkway, Woodward Avenue, South Forrest Beach, Tanglewood Drive, Coligny Circle, North Forrest Beach, Pope Avenue, New Orleans Road, Point Comfort Road, Chaplin Park, Fish Haul Road, Baygall Road, Mitchelville Road, Beach City Road, Wilborn Road, Spanish Wells Road, Gumtree Road and Squire Pope Road. Specifications may be obtained on the Town's website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) or from contacting Facilities Management at 843-342-4581.

Sealed bids are due no later than 10:00am, February 3, 2016. Bids will be opened at **Town Hall, One Town Center Court** at 10:05am the same day. No late bids will be accepted for any reason. No fax bids will be accepted.

A **mandatory** pre-bid conference will be held at 9:00am on January 21, 2016 at **Facilities Management, 12A Gateway Circle**. **The Town will only accept bids from those Contractors in attendance at this meeting.**

**A question and response period will be open from January 14, 2016 to February 2, 2016.**

Questions must be submitted in written form. All questions and answers will be provided to interested contractors. No questions will be answered after February 2, 2016.

The award of a contract for these services will be based on the following criteria:

- Cost – adequacy of the proposed work force/equipment required to perform these services (must meet Town's referenced minimum requirements)
- Responsiveness – responsibility of the bidder based on referenced past performance on contracts of similar requirements and scope.

Label bid on the outside of the sealed envelope with the following: **"IFB 2016-0001 Pathway Repair"**. Hand carry bid to the Receptionist at Town Hall, One Town Center Court, Hilton Head Island, or deliver by traceable means, i.e. Fed Ex; to One Town Center Court, Hilton Head Island, SC 29928 Attention Tom Fultz (BID)

The Town reserves the right to accept or reject any or all bids received as a result of this invitation for bids or to negotiate with all qualified bidders, or to cancel in part or in its entirety this invitation for bids 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 bid; or to procure or contract for any articles of goods or services.

Any bidder/offeror qualified for the "Local Vendor Preference" should fill out a certification statement, obtain proper certification and include it with bid/proposal in order to be considered for

this preference. Certification forms are available on the Town's website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) or can be obtained by contacting Tom Fultz at 341-4600. If certification has previously been confirmed, please include a copy of the certified form with the bid/proposal.

Bids must be signed by an official of your company authorized to bind the bidder, and shall contain a statement that the bid is good for a period of at least 60 days from the date of bid opening.

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

The Contractor shall be required to meet all tasks of this contract within 90 days from date of notice to proceed. Failure to meet this deadline will result in a penalty of \$200.00 per day for every day beyond the designated deadline for completion.

#### **BID INSTRUCTIONS:**

Bids shall be submitted on the provided bid forms which must be filled out completely. All required Certificates of Insurance must be included with your bid. All Contractors will provide a minimum of three references for contracts of similar requirements and scope. Please provide name and current phone number of a primary point of contact for each reference. Failure of your bid to comply with these requirements will render it non-responsive. Attached is a sample contract format that will be used for the award of these services for information only.

# Scope of Work

## Project Summary

These specifications are for the repair of approximately 51,998 square feet of asphalt pathway along Cordillo Parkway, Woodward Avenue, South Forrest Beach, Tanglewood Drive, Coligny Circle, North Forrest Beach, Pope Avenue, New Orleans Road, Point Comfort Road, Chaplin Park, Fish Haul Road, Baygall Road, Mitchelville Road, Beach City Road, Wilborn Road, Spanish Wells Road, Gumtree Road and Squire Pope Road. Improvements include removal of root damaged asphalt, overlaying of new asphalt, tack coat at each cut of asphalt per SCDOT standards and to replace existing striping in the designated project areas. Areas to be repaired are defined further in these specifications and also marked on the pathway. The project shall be completed within 90 days from date of NOTICE TO PROCEED.

## General Requirements

Contractor shall provide a work schedule 1 week in advance so that the Town may issue press releases regarding pathway closures.

Contractor shall be responsible for pathway closure during performance of contract and “curing” time, a minimum of 24 hours. Appropriate signage shall be used to advise pathway users of pathway closure. Contractor shall be aware of high pedestrian traffic areas and extra signage notifying approaching closures shall be used.

Appropriate work zone safety provisions shall be made at all times for the protection of motorists, pedestrians and workers. Safety vests are required for all workers.

All work shall be performed during daylight hours and in compliance with SCDOT standards in regards to weather limitations:

- A. Do not place asphalt base course or intermediate course when ambient air or road surface temperature is less than 35 degrees F or surface is wet or frozen.
- B. Do not place asphalt surface course when ambient air or road surface temperature is less than 50 degrees F or wet.
- C. Place bitumen mixture when temperature is not more than 15 degrees F below temperature at when initially mixed and not more than maximum specified temperature.

Contractor shall remove all containers, surplus material and debris and properly dispose of at the Contractor's expense.

Contractor shall be responsible for any repair/replacement for any damage caused by contractor's workmanship or equipment.

Contractor shall warranty all materials and workmanship for a period of one year from date of acceptance of project.

Contractor shall be a state licensed contractor as recorded with the SC Department of Labor, Licensing and Regulation with a license classification for Asphalt Paving, maintain Worker's Compensation in the statutory amount and General Liability Insurance in the amount of \$1,000,000.00 during the life of this contract. The Contractor will be required to have a current business license from the Town of Hilton Head Island.

### Contract Security

If the bid cost is greater than \$100,000.00; the successful bidder shall deliver to the Owner an executed Performance and Payment Bond in an amount equal to at least 100% of the accepted cost as security for the faithful performance of the contract. This has to be delivered before a Notice to Proceed can be given.

### Tasks

The Contractor shall cut and remove all roots that have caused asphalt damage in the specified areas. Removal shall be in such a manner that the root is cut out cleanly (minimum of 4") from the pathway. In cases where the root or its removal has caused sub base disturbance, the areas shall be cleaned and sufficiently backfilled with aggregate sub base and compacted to a density of not less than 95%.

Pathway asphalt overlays shall be constructed so that the surface level is the same height as surrounding pathway. Pathways shall conform to existing pathway widths, 4 ½" thick aggregate base (with a relative compaction of not less than 95% as determined by Test Method ASTM D5770-78) and 1 ½" fine mix asphalt concrete applied. Tack coat at each cut of asphalt per SCDOT standards and replace existing striping in the designated areas of repair.

Aggregate base areas shall receive a prime coat. Grades with a center crown not less than ½" for a slope of 1 percent across the path to provide adequate drainage.

### Areas of Work

The attached spreadsheet describes the location, square footage and description of damage. These locations are marked on the pathways in paint. The contractor is responsible for verifying all measurements.

Repair #	Location	Type of repair	Length	Width	Sq Footage	Notes
	<b>Cordillo Parkway Pathway</b>					
R0		uneven surface	89.0	7.5	667.5	near Pope Ave
R1		root intrusion	79.0	9.0	711	across from #220
	<b>Woodward Ave Pathway</b>					
R2		root intrusion	30.0	8.0	240	along beach parking area
R3		edge damaged and root intrusion	210.0	8.0	1680	
R4		edge damaged and root intrusion	40.0	8.0	320	
	<b>South Forest Beach</b>					
R5		root intrusion	25.0	8.5	212.5	at Woodward Ave
R6		root intrusion	240.0	8.0	1920	at Alder Lane crosswalk to include the connector from SFBDR pathway to the crosswalk.
RC		hole	2.0	3.0	6	at Deallyon
	<b>Tanglewood pathway</b>					
R7		root intrusion	128.0	4.0	512	marked in two sections 39' and 89' with a driveway to the hotel in between them
	<b>Coligny Circle Pathway</b>					
R8		root intrusion	70.0	8.0	560	approaching SFB Dr crosswalk
R9		root intrusion	38.0	8.0	304	between kiosk/bench and SFB Dr crosswalk
	<b>North Forest Beach</b>					
RA		root intrusion	88.0	7.0	616	across from Driftwood Ln
	<b>Pope Ave Pathway</b>					

Repair #	Location	Type of repair	Length	Width	Sq Footage	Notes
R10	<b>Pope Ave Pathway</b>	root intrusion	6.0	10.0	60	Compass Rose Bridge approach
R11		root intrusion	95.0	10.0	950	St Lukes
R12		root intrusion	88.0	10.0	880	Woodhaven Ln
RB		root intrusion	42.0	10.0	420	trapezoid shaped corner Office Park Rd at Pope Ave (50+34*10*1/2=420)
	<b>New Orleans Rd Pathway</b>					
R13		root intrusion	34.0	9.0	306	between Just Cushions and Arrow Rd
R14		root intrusion	2.0	10.0	20	in front of Orleans Plaza at small bridge
R15		root intrusion	1.5	10.0	15	in front of Orleans Plaza
	<b>Point Comfort Rd</b>					
R16		root intusion	68.0	8.0	544	
R17		root intusion	38.0	8.0	304	
R18		root intusion	118.0	8.0	944	Tide Point Way
R19		root intusion	143.0	8.0	1144	
R20		root intusion	60.0	8.0	480	Song Sparrow Ln.
R21		root intusion	100.0	8.0	800	
R22		root intusion	60.0	8.0	480	Broad Creek Landing
R23		root intusion	26.0	8.0	208	
R24		root intusion	18.0	8.0	144	
R25		root intusion	22.0	8.0	176	
R26		root intusion	140.0	8.0	1120	
R27		root intusion	33.0	8.0	264	
R28		root intusion	76.0	8.0	608	Sea Olive Rd
	<b>Chaplin Park</b>					
R29		root intrusion	58.0	8.0	464	behind tennis restrooms
R30		root intrusion	80.0	8.0	640	throught the buffer/woods to parking lot
R31		root intrusion	95.0	8.0	760	
R32		root intrusion	20.0	8.0	160	
R33		root	35.0	8.0	280	

Repair #	Location	Type of repair	Length	Width	Sq Footage	Notes
R34	<b>Chaplin Park</b>	root intrusion	350.0	8.0	2800	near space #113
R35		root intrusion	78.0	10.0	780	path from tennis to dog park/parking
R36		root intrusion	104.0	10.0	1040	
R37		root intrusion	40.0	10.0	400	
R38		root intrusion	90.0	10.0	900	
R39		root intrusion	96.0	10.0	960	
R40		root intrusion	39.0	9.0	351	dog parking area
R41		root intrusion	100.0	10.0	1000	behind concession bldg 11 to 278/basketball/playground
R42		root intrusion	210.0	8.0	1680	existing pathway 10' recommend narrowing this path to 8' due to increased pine tree size
R43		root intrusion	68.0	10.0	680	to 278
R44		root intrusion	65.0	10.0	650	at 278 pathway
R45		root intrusion	177.0	10.0	1770	concessions bldg 11 to restrooms bldg 23
R46		root intrusion	95.0	10.0	950	
R47		root intrusion	38.0	10.0	380	
R48		root intrusion	34.0	10.0	340	concrete circle between fields 1,2, & 3
R49		root intrusion	12.0	10.0	120	
R50		root intrusion	90.0	8.0	720	along Beach Beach side of the park near pavilion
R51		root intrusion	50.0	8.0	400	at parking area Burkes Beach at 278--will require striping YB/WB/LTR
	<b>Fish Haul Rd Pathway</b>					
R52		root intrusion	32.0	8.5	272	
R53		root intrusion	101.0	8.0	808	between the driveways
R54		root intrusion	15.0	6.5	97.5	

Repair #	Location	Type of repair	Length	Width	Sq Footage	Notes
	<b>Bay Gall Rd.</b>					
R55		root intrusion	96.0	8.0	768	
	<b>Mitchelville Rd Pathway</b>					
R56		root intrusion	235.0	10.0	2350	in the woods between Barker Field expansion entryways
	<b>Beach City Rd</b>					
R57		root intrusion	34.0	8.0	272	
	<b>Wilborn Rd Pathway</b>					
R58		root intrusion	94.0	8.0	752	
	<b>Spanish Wells Pathway</b>					
R59		root intusion	63.0	10.0	630	between Humane Way and the pathway bridge
R60		root intusion	45.0	8.0	360	just after the pathway bridge
R61		root intusion	65.0	8.0	520	
R62		root intusion	24.0	10.0	240	prior to Miller Dr.
R63		root intusion	25.0	8.0	200	in front of resurrection church
R64		root intusion	59.0	8.0	472	in front of resurrection church
R65		root intusion	17.0	8.0	136	in front of resurrection church
R66		root intusion	66.0	8.0	528	
R67		root intusion	51.0	8.0	408	near High Tide Cleaning
R68		root intusion	70.0	8.0	560	in front of Business Park II
R69		uneven surface	65.0	8.0	520	prior to #546
R70		root intusion edge damage	40.0	8.0	320	prior to Bryant Cottages
R71		root intusion	40.0	8.0	320	in advance of Trinh Palace Way
R72		root intusion	56.0	8.0	448	After Sassafras Lane
	<b>Gum Tree Rd Pathway</b>					
R73		root intrusion	88.0	8.0	704	start at Bus Dr.

Repair #	Location	Type of repair	Length	Width	Sq Footage	Notes
R74	<b>Gumtree Rd Pathway</b>	root intrusion	7.0	25.0	175	apron of Wilborn Rd path connection to Gum Tree
R75		root intrusion	60.0	8.0	480	
R76		root intrusion	77.0	8.0	616	
R77		root intrusion	202.0	6.0	1212	storm drain in path
R78		root intrusion	47.0	6.0	282	storm drain in path
	<b>Squire Pope Rd Pathway</b>					
R79		root intrusion	22.0	8.0	176	near Northside park entry 278 side
R80		root intrusion	134.0	8.0	1072	near Northside park entry towards Greens Shell Park
R81		root intrusion	51.0	9.0	459	Squiresgate Rd toward HHP gate
	<b>TOTAL</b>				51998.5	

**BID FORM  
IFB 2016-0001  
PATHWAY REPAIRS**

We have reviewed the specifications for this contract and can comply with all requirements therein. If selected by the Town of Hilton Head Island, we shall provide the required and specified services for the total sum of \$\_\_\_\_\_. Unit pricing is as follows:

**Repairs**

**Estimated Quantities**  
**51,998 square feet**

**Unit Cost**  
\$ \_\_\_\_\_

**Total Cost**  
\$ \_\_\_\_\_

The following companies may be contacted for references:  
**(List company, contact name and telephone number)**

Reference 1: \_\_\_\_\_

Reference 2: \_\_\_\_\_

Reference 3: \_\_\_\_\_

This Bid is in effect for 60 days following bid opening.

COMPANY: \_\_\_\_\_

Owner/Manager: \_\_\_\_\_

Business License #: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

Attach Certificate of Insurance and Town of Hilton Head Island Business License to Bid Form



10. The Contractor shall defend, indemnify, and hold harmless the Town, its officers, directors, agents, and employees from and against any and all actions, costs, claims, losses, expenses, and/or damages, including attorney's fees, whether incurred prior to the institution of litigation, during litigation, or on appeal arising out of or resulting from the conduct of any activity hereby authorized or the performance of any requirement imposed pursuant by this Agreement, however caused or occasioned, unless caused by the willful misconduct or gross negligence of the Town.
11. The parties hereto intend that no master/servant, employer/employee, or principal/agent relationship will be created by this Agreement. Nothing contained herein creates any relationship between the Town and the Contractor other than that which is expressly stated herein. The Town is interested only in the results to be achieved under this Agreement, and the conduct and control of the agents and employees of the Contractor and the methods utilized by the Contractor in fulfilling its obligations hereunder shall lie solely and exclusively with the Contractor and its agents and employees shall not be considered agents or employees of the Town for any purpose. No person employed by the Contractor shall have any benefits, status, or right of employment with the Town.
12. The Contractor, by signing this Contract, hereby certifies that Contractor shall comply with all applicable requirements of the South Carolina Illegal Immigration Reform Act, S.C. Code Ann. §41-8-10 (2007) et seq., (the "Act"), and that Contractor covenants and agrees as follows:

12.1. Contractor shall not knowingly or intentionally employ any unauthorized alien and, unless excluded from coverage of the "Act", shall verify the work authorization of all new hirers performing work under the contract by either:

(a) registering and participating in the Federal Work Authorization Program (E-verify) and verifying the work authorization of every new yearly hired employee within five (5) business days after employing employee; or

(b) employing only workers who, at the time of said employment:

1. possess a valid South Carolina driver's license or identification card; or
2. are eligible to obtain a South Carolina driver's license or identification card by providing proof of name, social security number and date and place of birth; or
3. possess a valid driver's license or identification card from another state deemed by the Executive Director Department of Motor Vehicles to have requirements at least as strict as those in South Carolina.

Contractor may choose either option 1 (a) or option 1(b) but acknowledges that Contractor cannot use both.

12.2. Contractor agrees to provide to the Town all documentation requested by it to establish either:

- (a) the applicability of the South Carolina Illegal Immigration Reform Act to Contractor; or
- (b) compliance with the South Carolina Illegal Immigration Reform Act by Contractor.

12.3. Contractor agrees to include in any contracts with its sub-contractors language requiring its sub-contractors to:

- (a) comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of

Laws; 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 of the South Carolina Code of Laws.

12.4. Contractor acknowledges and agrees that it shall comply with requirements of the Immigration Reform and Control Act of 1986 including the non-discrimination provisions thereof, and shall complete all required I-9 documentation for all workers employed by it.

12.5. Contractor certifies it shall comply with all state, federal, and local laws, rules, regulations and orders applicable to it in performance of work under the contract.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures hereto the date first written hereinabove.

**WITNESSES:**

<< **CONTRACTOR'S FULL NAME**>>

\_\_\_\_\_  
\_\_\_\_\_

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_

**WITNESSES:**

**TOWN OF HILTON HEAD ISLAND**

\_\_\_\_\_  
\_\_\_\_\_

**By:** \_\_\_\_\_

**Stephen G. Riley, AICP**

**Its: Town Manager**