

Project Name: SCC – Tyger BMW Acid Stain Floors

Project Number: H59-6297-JM- J

Project Location: SCC Tyger River BMW

110 Commerce Court Duncan, SC 29303

A Prebid Meeting will be held

Tuesday 2/22/2024 at 11:00 a.m.

in the Main Lobby, near the flagpole

1875 E. Main Street, Duncan, SC 29334

Bids must be submitted on form SE-331 by Thursday 3/21/2024, by 2:00 p.m. by:

- 1) email to Jay Hamilton; Hamiltonj@scsc.edu

Description of Project:

The project will be wet on wet acid staining three classroom floors.

Timing: To prevent disruption to students, all work must be coordinated with the college. All work shall be completed within 60 days of Notice to Proceed. If possible, work can be done over spring break 3/29 – 4/7.

Regular Monday – Friday working hours are acceptable. Other times available if approved. Security protocol must be followed, for sign in and sign out.

Scope of work: The work will consist of furnishing all labor, continuous on-site fluent English-speaking supervision, materials, and equipment required for the complete execution of all work specified in the scope of work. All work shall be done in a neat and clean manner by experienced and capable personnel.

Qualifications:

The bidder must be a professional contractor licensed as required by the state of S.C., with 3 years of experience in this type of work and must have work force adequate to complete the work identified in the time specified. The bidder will be

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required to maintain liability insurance as required by the state for the duration of the contract and obtain any required permits.

1. Move furniture to hallway.
2. Remove existing carpet and flooring.
3. Remove wall base.
4. Prepare floor scrape, grind, clean sweep as necessary.
5. Apply wet on wet stain process and semi-gloss sealer. 2 Colors with metallic gold flecks
6. Install wall base.
7. Move furniture back into room as found originally.

Finish Notes:

- 1) SCC will remove all equipment. It will be the **Contractor's responsibility to move, cover or protect** all items. Use sufficient drop cloths and protective coverings for the protection of walls, furnishings, and/or adjacent surfaces.
- 2) The contractor shall be responsible for providing and for the placement of signs, barricades, drop cloths, tarps, plastic, Flag tape, and any other safety equipment required to protect the public and employees in the work area.
- 3) The contractor shall be responsible for the security of their equipment and materials.
- 4) The Contractor must properly clean areas to the original level of cleanliness upon completion of work. Any additional cleaning required by SCC housekeeping will be charged to the Contractor.
- 5) Trash will be removed daily.
- 6) All remaining new materials will be left for SCC to store.

Locations:

BUILDING	ROOM/ AREA	SQ. FT.	
BMW	209	930	
BMW	211	930	
BMW	213	930	

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SAMPLE OF DESIRED LOOK.

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SPARTANBURG COMMUNITY COLLEGE

BUILDING RULES AND REGULATIONS FOR CONTRACTORS

When a Contractor has received approval to do work, a prework conversation will be initiated by the Project Manager with the Contractor. These rules and regulations should be discussed so expectations are clear for all parties. The rules and regulations apply to all contractors and their employees (including any subcontractors).

SECURITY

1. Contractors shall call 864-592-4911 to get directions to the security office/booth on the campus where work is occurring. Sign in and out at the security office/booth is necessary. Contractors shall designate the area they will be working for fire/security purposes.
2. Stairwell doors shall remain in their possession, as first observed, as much as possible.
3. If an alarm sounds, evacuate the building by the closest and safest exit.
4. Do not leave debris anywhere. The work areas shall be always kept clean and safe. Contractor shall be responsible for the disposal of trash resulting from any work performed.
5. All contractor vehicles must be parked in the approved designated areas. All third-party deliveries of major tools and supplies must come in the designated loading area.
6. For the safety of equipment and tools, roof doors and doors exiting the building are to be secured when contractors leave the area.

PERMITTING AND DOCUMENTATION

1. Before any work starts, all drawings, plans, safety procedure manuals, and SDS must be submitted to and approved by Campus Operations. Any change that arises after initial approval must be re-submitted and approved by Campus Operations. Final Drawings are required for final payment.
2. Building permit must always be displayed at the work site. Project Manager must also be presented with certificate of insurance.

SAFETY

1. Contractor agrees to abide by all Federal, State, and SCC Safety Rules and Regulations. Contractor employees may be removed from the property if found in violation of these rules and regulations.

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WORK PROCESS

1. Should Hot Work be required the Contractor will discuss with the Project Manager what, when and how the work will be performed safely, including PPE and proper protection of the surrounding areas.
2. Any damage to any common area shall be immediately reported to Campus Operations. The Contractor shall be responsible for the repair expense.
3. Contractor employees will have the use of non-student building restrooms. A Port-A-John may be required at the direction of Campus Operations. Restrooms are not to be used as a tool clean-up area; they are to be left in a clean and orderly condition. If previously arranged with the Project Manager, janitor's closets can be used to get water and clean equipment but must be cleaned after each use. If these areas are not kept clean, Contractor will lose access to these areas. Contractor is not to use any equipment located in the janitor's closets.
4. Loading and unloading is to be done quickly, safely, and in an orderly fashion. Contractors shall not block traffic, without prior coordination with the Project Manager. Contractors must supply their own material handling equipment.
5. Any work to be done after hours or on weekends must be approved by Campus Operations prior to date of work. Please notify the office by no later than Thursday for weekend work. Contractors working approved 24/7 schedules are not required to give notice. Contractor shall provide full time supervision during weekend or after-hours work. A list of Emergency Contacts should be provided to the Project Manager.
6. Should there be required planned utility interruption, the Contractor shall give Campus Operations 48 hours written notice. Should there be an accidental interruption, the Contractor will inform Campus Operations immediately and shall be responsible for the repair expense.
7. Any property taken out of a space during demolition, not scheduled for reinstallation in that space, will remain the property of Spartanburg Community College and shall be placed in storage by the contractor in an area designated by Campus Operations.
8. Contractor will limit themselves to the construction area. If found in unauthorized areas, they may be removed from the premises.
9. Contractors are expected to supply their own trash dumpsters, and receptacles, and remove all trash from site. Prior to the setting of any container, protection must be used by the Contractor to minimize damage to the base it is set on. Should such damage occur, the Contractor shall be responsible for the repair expense.

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10. The use of tobacco products in the building is prohibited. Please use exterior designated smoking areas. Employees of contractors are strongly encouraged to take their breaks in the work areas or their vehicles.
11. Appropriate clothing and conduct are required. Contractor logoed attire is preferred.
12. Noise is to be kept to a minimum. Audible music is not permitted in the work areas. Any work that is to be done that will involve excessive noise may need to be done after hours.
13. All contractors are required to fire-caulk all work in accordance with applicable fire codes.
14. All electrical work will be labeled as to the power source feeding the work.
15. In the event of any problems, contact Security 864-592-4911