



**SPARTANBURG  
COMMUNITY  
COLLEGE**

**Invitation for Bid / Amendment #1**

Solicitation: SCC-451  
 Date Issued: 12/09/2020  
 Procurement Officer: Michael Clardy  
 Phone: 864-592-4670  
 E-Mail Address: [clardym@sccsc.edu](mailto:clardym@sccsc.edu)  
 Mailing Address: Spartanburg Community College  
 PO Box 4386  
 Spartanburg SC 29305

DESCRIPTION: **EXTERIOR WAYFINDER SIGNAGE**

USING GOVERNMENTAL UNIT: **SPARTANBURG COMMUNITY COLLEGE**

SUBMIT YOUR SEALED OFFER AT THE FOLLOWING:

MAILING ADDRESS:  
 SPARTANBURG COMMUNITY COLLEGE  
 PURCHASING OFFICE  
 PO BOX 4386  
 SPARTANBURG SC 29305

PHYSICAL ADDRESS:  
 SPARTANBURG COMMUNITY COLLEGE  
 PURCHASING OFFICE Ledbetter Bldg. Rm 238  
 107 Community College Drive  
 Spartanburg SC 29303

SUBMIT OFFER BY (Opening Date/Time): 12/17/2020 **2:00 P.M.** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: ~~12/8/2020~~ **2:00 P.M.** **12/15/2020 10:00 a.m.**

NUMBER OF COPIES TO BE SUBMITTED: **One (1) Original Document, One (1) copy on a Flash-drive**

CONFERENCE TYPE: ~~Pre-Bid Conference~~  
 DATE & TIME: ~~12/1/2020 10:00 AM~~

(As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)

LOCATION:  
**Spartanburg Community College  
 Ledbetter Building Room 253  
 107 Community College Drive  
 Spartanburg, SC 29303**

AWARD &  
 AMENDMENTS

Award will be posted on **12/18/2020**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <http://www.sccsc.edu/vendors>

You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.  
 (See "Signing Your Offer" provision.)

NAME OF OFFEROR

(full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

DATE SIGNED

TITLE

(business title of person signing above)

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at [www.procurement.sc.gov](http://www.procurement.sc.gov))

PRINTED NAME

(printed name of person signing above)

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)

(See "Signing Your Offer" provision.)

Sole Proprietorship       Partnership       Other \_\_\_\_\_

Corporate entity (not tax-exempt)       Corporation (tax-exempt)       Government entity (federal, state, or local)

**PAGE TWO**

**(Return Page Two with Your Offer)**

<p><b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)</p>          	<p><b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)</p>          <p>_____</p> <p>Area Code - Number - Extension                      Facsimile</p> <p>_____ E-mail Address</p>
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<p><b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause)</p>          <p>____ Payment Address same as Home Office Address</p> <p>____ Payment Address same as Notice Address <b>(check only one)</b></p>	<p><b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)</p>          <p>____ Order Address same as Home Office Address</p> <p>____ Order Address same as Notice Address <b>(check only one)</b></p>
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**ACKNOWLEDGMENT OF AMENDMENTS**  
 Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<p><b>DISCOUNT FOR PROMPT PAYMENT</b>                  (See "Discount for Prompt Payment" clause)</p>	<p>10 Calendar Days (%)</p>	<p>20 Calendar Days (%)</p>	<p>30 Calendar Days (%)</p>	<p>____ Calendar Days (%)</p>
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**PREFERENCES - A NOTICE TO VENDORS (SEP. 2009):** On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). ***ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.*** [11-35-1524(E)(4)&(6)]

**PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

\_\_\_\_ In-State Office Address same as Home Office Address

\_\_\_\_ In-State Office Address same as Notice Address (check only one)

## **AMENDMENTS TO SOLICITATION (modified):**

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <https://www.sccsc.edu/vendors/purchasing-solicitations.php> (b) Offerors shall acknowledge receipt of any amendment to this solicitation  
(1) by signing and returning the amendment,  
(2) by identifying the amendment number and date in the space provided for this purpose on Page Two,  
(3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. [02-2A005-1]

## **SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:**

MAILING ADDRESS:  
Spartanburg Community College  
Attn: Michael Clardy  
REFERENCE BID #SCC-451  
P.O. Box 4386  
Spartanburg, SC 29305

PHYSICAL ADDRESS:  
Spartanburg Community College  
107 Community College Drive  
REFERENCE BID #SCC-451  
Ledbetter Room 238  
Spartanburg, SC 29303

## **Amendment No. 1**

### ***Questions and Answers:***

1. Q. Are there permits required for any of the locations?  
A. *SCC is not aware of any permits that are required for this project or the installation of the signs. However, it is the bidder's responsibility to be knowledgeable of any permits that may be required and (if needed) acquire such permits at the bidder's expense.*
2. Q. There is not a separate line item for freight on the bid sheet. Where should that be included?  
A. *An amended bidding schedule is attached to this amendment, it should be substituted for the original bidding schedule. It includes a line item for freight/shipping*
3. Q. Will there be a sample required for the vinyl lettering on a panel?  
A. *Not for bidding purposes. SCC expects the vinyl letter to meet or exceed the existing quality. If a full sample is required, the vinyl lettering will be part of that sample.*
4. Q. Please confirm that the sign bars and panels slide into a pocket in the post and that they are changeable  
A. *Confirming that the sign bars and panels slide into slots/pocket in the post and can be changed*
5. Q. Please confirm that the post cap is cast aluminum and not PVC or acrylic.  
A. *Confirming that the post cap is cast aluminum and not PVC or acrylic*
6. Q. Please confirm that the circular posts must have a 4" diameter.  
A. *Confirming that the circular posts are 4" diameter*
7. Q. Please confirm that the decorative rings are 1/2" thick and 1/2" wide and not PVC or acrylic.  
A. *Confirming that the decorative rings are 1/2" thick and 1/2" wide and are not PVC or acrylic*

8. Q. What is the required warranty for the signage?  
A. Minimum (5) five-year warranty for material failure, including but not limited to cracking, chalking, peeling.
9. Q. If a bidder has provided signage for the college in the previous phases, are they required to provide samples with their bid?  
A. To be consistent in the procurement process, to aid in evaluations, and due to the amount of time that has elapsed since completing Phase 1 and 2, ALL bidders are required to provide the requested samples when submitting their bid.
10. Q. Please confirm what items are taxable in SC?  
A. Products only: Yes  
Packaging/Crating: (the materials only are taxable) tax on labor to pack and ship is not allowed  
Freight: Yes  
Installation: (labor) No
11. Q. The drawings and pictures provided do not match exactly to the signs specified in the Scope of Work. Please clarify the number of signs required in Phase III.  
A. The quantity, type and location of signs required are listed in the scope of work on pages 14 and 15. The quantity is also confirmed in the bid pages provided. The drawings and pictures are inclusive of all the signs in all three phases. The total number of signs in Phase III is 14.
12. Q. If SCC requires that possible underground utilities need to be located, who will be responsible for making the call and ordering the locates?  
A. It may be a requirement of the locate contractor that the contractor/company performing the work be registered as the contractor of record on the locate work order/ticket. If SCC deems underground locates are necessary, SCC will pay the associated costs regardless of who orders the locates.

**VIII. "Amended" BIDDING SCHEDULE / PRICE-BUSINESS PROPOSAL**

**SOLICITATION LINE ITEM SCHEDULE**

**SCC Enterprise Campus Authority Exterior Signage**

Agency Req.: 73861					
Item	Commodity / Service	Quantity	Unit Of Measure	Unit Price	Extended Price
1		8	EA		
<b>Description:</b> Sign Type B1 - Parking Lot ID / 5120 SignPanel Series					

Agency Req.: 73861					
Item	Commodity / Service	Quantity	Unit Of Measure	Unit Price	Extended Price
2		3	EA		
<b>Description:</b> Sign Type B2 - Parking Lot ID / 5120 SignPanel Series					

Agency Req.: 73861					
Item	Commodity / Service	Quantity	Unit Of Measure	Unit Price	Extended Price
3		1	EA		
<b>Description:</b> Sign Type A4 - Vehicular Directional / 5120 SignBar Series					

Agency Req.: 73861					
Item	Commodity / Service	Quantity	Unit Of Measure	Unit Price	Extended Price
4		1	EA		
<b>Description:</b> Sign Type A3 - Small Vehicular Directional / 5120 SignBar Series					

Agency Req.: 73861					
Item	Commodity / Service	Quantity	Unit Of Measure	Unit Price	Extended Price
5		1	EA		
<b>Description:</b> Sign Type B3 - Informational ID / 5120 SignPanel Series					

Agency Req.: 73861					
Item	Commodity / Service	Quantity	Unit Of Measure	Unit Price	Extended Price
6		1	LOT		
<b>Description:</b> INSTALLATION					

Agency Req.: 73861

Item	Commodity / Service	Quantity	Unit Of Measure	Unit Price	Extended Price
7		1	LOT		
<b>Description:</b> SHIPPING/FREIGHT					

SCC Enterprise Campus Authority Exterior Signage GRAND TOTAL: \_\_\_\_\_