



# SPARTANBURG COMMUNITY COLLEGE

## Invitation for Bid / **Amendment #1**

Solicitation: SCC-462  
 Date Issued: **05/13/2022**  
 Procurement Officer: Michael Clardy  
 Phone: 864-592-4670  
 E-Mail Address: [clardym@scsc.edu](mailto:clardym@scsc.edu)  
 Mailing Address: Spartanburg Community College  
 PO Box 4386  
 Spartanburg SC 29305

DESCRIPTION: Elevator Inspection, Maintenance and Repair

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): 05/24/2022 **2:00 P.M.** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: 05/17/2022 **2:00 P.M.**

NUMBER OF COPIES TO BE SUBMITTED: **One (1) Original Document, Three (3) identical copies marked "copy" and one (1) copy on a Flash-drive**

CONFERENCE TYPE: ~~Non-Mandatory Pre-Bid Conference~~

DATE & TIME: **N/A**

(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 **06/01/2022**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <http://www.scsc.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)**

<b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	_____ Area Code - Number - Extension                      Facsimile _____ E- mail Address

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address <b>(check only one)</b>	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address <b>(check only one)</b>

**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

<b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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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-462  
P.O. Box 4386  
Spartanburg, SC 29305

PHYSICAL ADDRESS:  
Spartanburg Community College  
107 Community College Drive  
REFERENCE BID #SCC-462  
Ledbetter Room 238  
Spartanburg, SC 29303

## Amendment No. 1

### Questions / Answers

1. **State Inspections:** What were state violations for the past year? Are there any outstanding state violations? What was the date of the most recent state inspection? Please provide copies of the latest state inspection reports.

*No current violations for SCC. No outstanding violations for SCC. Inspections are due June of each year. Copies of reports are attached to this Amendment (Appendix "A").*

2. **Repair History:** What was the nature of any work/repairs to the elevators outside the scope of the contract in the last two years? What was the value?

*None*

3. **Service Calls:** How many calls back for service have there been over the past 12 months? How many after hours and overtime call backs over the past 12 months?

*One call to service or inspect one of the elevators in Health Science Bldg. Reports of not working properly. No issues were identified. No after hour call backs.*

4. **Current Pricing:** Please provide the current maintenance contract pricing, hourly rates for services not covered under the current contract, and percentage of cost markup of repair parts under the current contract.

*Current cost data is not relevant to this solicitation*

**Appendix A.**

Reports are in the attached link. The link is also posted on the college website

<https://www.sccsc.edu/resources/PDF-LIBRARY/Vendor-PDFs/PURCHASING-PDFs/SCC-462ElevatorReports.pdf>