

INVITATION TO BID

**Raw Water Intake Landscaping
Plant Materials and Installation**

ITB #: 2022-01

January 21, 2021



**CITY OF WALHALLA
206 N. CHURCH ST
WALHALLA, SC**

STATEMENT OF WORK

Project Background

The City of Walhalla currently owns and operates a raw water intake and water treatment facility on Lake Keowee. The plant was brought online in Fall 2020.

It is desired by the City of Walhalla that a contractor furnish and install plant materials around the raw water intake.

The City of Walhalla operates on a limited budget and prides itself on being good stewards of tax dollars. Costs will be a major consideration in submitting a successful bid.

Project Description

The City of Walhalla, herein referred to as, the City, is requesting bids for furnishing and installing plant materials. The specific description and components are listed under the General Requirements section.

Project Location

The raw water intake is located off Little Keowee Blvd outside West Union, SC. A map is attached in Exhibit A.

General Requirements

The intent of these requirements is not to give all technical specifications, but instead to give general requirements such that the prospective contractor will be able make a bid to the City. It is expected the successful contractor shall professionally perform a neat, quality job in accordance with the City's direction/standards. The contractor shall furnish all labor, materials, equipment, and transportation necessary to the perform the work specified in this request. Any additional work required to complete the following tasks and not specified below is considered incidental and no additional payment will be made. Descriptions of the contractor responsibilities and duties are further described in this document.

The project requirements and expectations are:

1. Provide plant materials as listed in the table as shown in Exhibit C.
2. Install plant materials as shown on the drawing in Exhibit B.

Contractors Requirements

1. Licensed and insured to work in the State of South Carolina.
2. Proven experience in landscaping.
3. Proven experience working with small municipalities
4. Prior experience with providing City of Walhalla is desirable

Site Showing

A site showing is required for the prospective bidder. The City of Walhalla is available by appointment to show the work and answer any questions.

Period of Performance

The performance period will be March 1, 2022 to April 30th, 2022. Work will be evaluated monthly.

Acceptance, Measurement, and Payment

Upon acceptance of the contractor's bid, by the City, a Notice of Award will be issued. A contract and Notice to Proceed will be sent for signatures. Once the Notice to Proceed is issued the contractor can begin performing services. Periodically, services will be evaluated in accordance to the terms and conditions of the contract. Upon satisfactory completion of work, the contractor shall invoice the City. All invoices must display purchase order number when submitting for payment. Payment will be made via a city issued check.

The city administrator will be designated from the City at the time of Award to administer the contract and approve pay requests. Changes to the terms of the contract will require approval from the city clerk and city council. All contract questions shall be directed to the city administrator. The vendor shall designate a person to act as a contact for the project.

Payment for plant materials will be made for actual quantities. Payment for mobilization and labor will be made lump sum.

Proposal Submittals

The proposals shall include the following related to the scope of work:

1. Name of Contractor
2. Affirmation of license and insurance
2. Proposed costs (itemized)
3. Estimated time to complete project

Ranking and Award Criteria

The City reserves the right to negotiate costs to keep the project within budget.

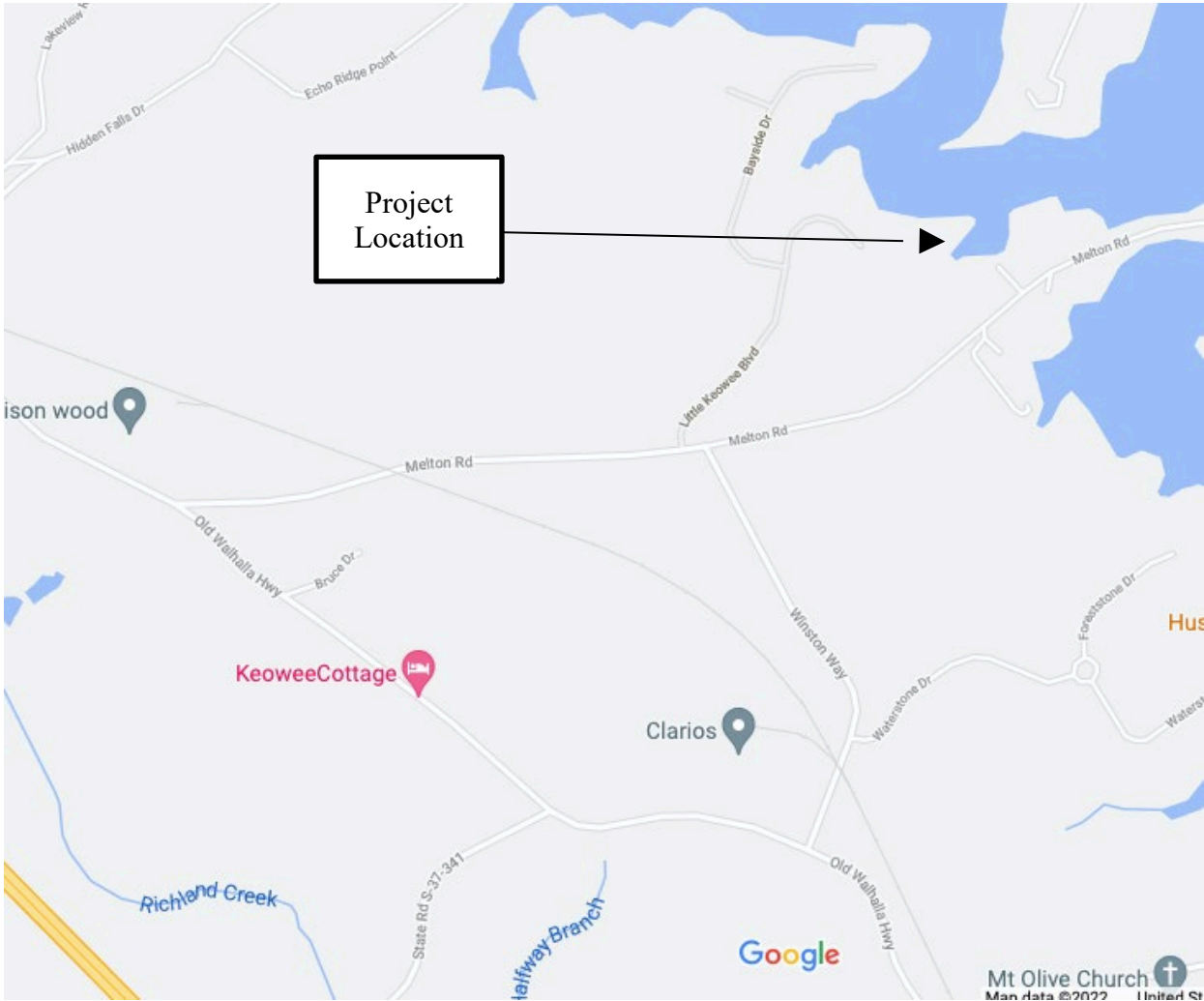
The City of Walhalla reserves the right to reject any and all bids based on past performance or capability to perform the work.

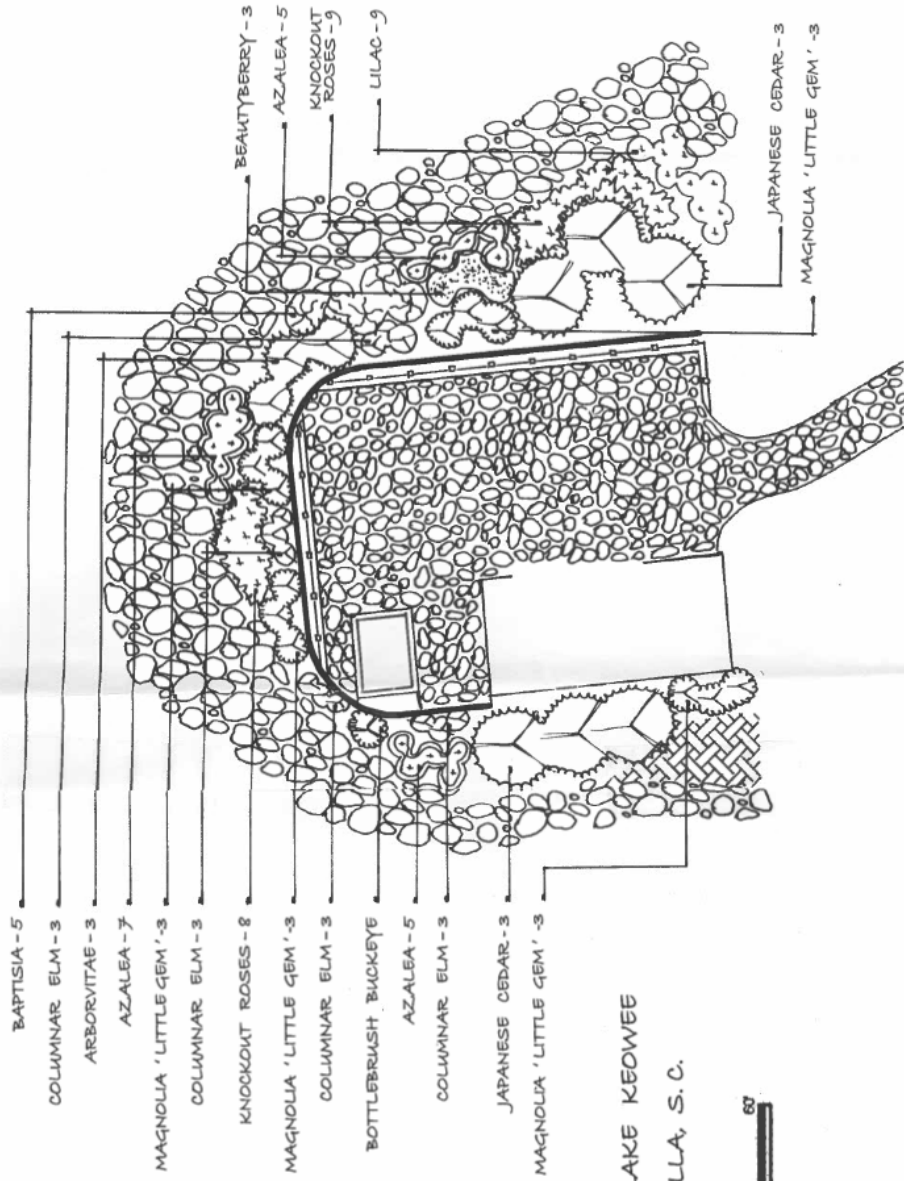
For Site Showing and Specific Questions:

City of Walhalla Utilities Department
Scott Parris, Recreation Director
864-638-4343
sparris@cityofwalhalla.com

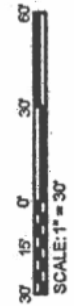
Submit proposals in writing to **No Later than February 21, 2022, 5 PM:**
(Bids may be emailed to the address below)

City of Walhalla
Brandon Burton, City Administrator
PO Box 1099
Walhalla, SC 29691





PLANTING PLAN FOR
WATER INTAKE ON LAKE KEOWEE
FOR CITY OF WALHALLA, S.C.



Rendering of desired outcome.



SCALE: 1" = 20'

Exhibit C. Planting List

Item No	DESCRIPTION	Method of Measure	Unit	QTY:
1	Mobilization	CQ	LS	1
2	Installation (labor)	CQ	LS	1
3	ARBORVITAE 5-6'/ #15 'GREEN GIANT'	AQ	EA	3
4	AZALES ENCORE #3	AQ	EA	17
5	BAPTISIA #3 "SPARKLING SAPPHIRES"	AQ	EA	5
6	BEAUTYBERRY #3	AQ	EA	3
7	BOTTLEBRUSH BUCKEYE #7	AQ	EA	1
8	RODGERS' #10	AQ	EA	
9	COLUMNAR ELM	AQ	EA	12
10	JAPANESE CEDAR 5-6'/ #15 'YOSHINO'	AQ	EA	6
11	ROSES #3 'KNOCKOUT'	AQ	EA	17
12	LILAC #3 'MISS KIM'	AQ	EA	9
13	MAGNOLIA #3 5-6'/3-4' 'LITTLE GEM'	AQ	EA	12
15	TEDDY BEAR' #7	AQ	EA	
16	LOVE GRASS 3-5LBS PER ACRE	AQ	EA	5 LBS
17	WILD FLOWER 10LS PER 10,000-25,000 SQ FT	AQ	EA	20 LBS

CQ = contract quantities

AQ = actual quantities

EA= each

LS= lump sum

Water Intake Landscaping

INVITATION TO BID RESPONSE FORM REPLY BY FEB 21, 2022 5PM

Item No	DESCRIPTION	Unit	QTY:	Unit Cost	Total Cost
1	Mobilization	LS	1	\$	\$
2	Installation	LS	1	\$	\$
3	ARBORVITAE 5-6'/ #15 'GREEN GIANT'	EA	3	\$	\$
4	AZALES ENCORE #3	EA	17	\$	\$
5	BAPTISIA #3 "SPARKLING SAPPHIRES"	EA	5	\$	\$
6	BEAUTYBERRY #3	EA	3	\$	\$
7	BOTTLEBRUSH BUCKEYE #7	EA	1	\$	\$
8	RODGERS' #10	EA		\$	\$
9	COLUMNAR ELM	EA	12	\$	\$
10	JAPANESE CEDAR 5-6'/ #15 'YOSHINO'	EA	6	\$	\$
11	ROSES #3 'KNOCKOUT'	EA	17	\$	\$
12	LILAC #3 'MISS KIM'	EA	9	\$	\$
13	MAGNOLIA #3 5-6'/3-4' 'LITTLE GEM'	EA	12	\$	\$
15	TEDDY BEAR' #7	EA		\$	\$
16	LOVE GRASS 3-5LBS PER ACRE	EA	5 LBS	\$	\$
17	WILD FLOWER 10LS PER 10,000-25,000 SQ FT	EA	20 LBS	\$	\$

ESTIMATED TOTAL \$ _____

ESTIMATED TIME TO COMPLETE _____

Notes: All items needed for construction are considered incidental to the project and no separate payment will be made.

BIDDER INFORMATION:

Name: _____

Address: _____

Phone: _____

Tax ID #: _____

I affirm that I am licensed and insured to conduct business in the State of South Carolina.

Signature _____

Date _____