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### RFQ for Painting Services (Districtwide)

**DUE DATE (Opening Date/Time):** April 10, 2024 at 10:00 a.m.

**LAST DAY FOR QUESTIONS:** March 25, 2024 at 12:00 p.m.

**NUMBER OF BID COPIES TO BE SUBMITTED:** one (1) original bid uploaded to Vendor Registry, hand delivered or mailed.

#### SUBMIT YOUR OFFER TO THE FOLLOWING ADDRESS:

**PHYSICAL MAILING ADDRESS:**

Rock Hill Schools  
Purchasing Department  
386 E. Black Street  
Rock Hill, SC 2973

	: NONE	LOCATION:
ADDENDUM(S)	Any addendum(s) will be posted at the following web address: <a href="http://www.rock-hill.k12.sc.us">http://www.rock-hill.k12.sc.us</a>	
<p>You must submit are (e)6 36 31-NPf (/)3 (h)(r)-2.1 (ub f)-2 (i)-1 ()2 (s)m-0.9 (o)11ng (/)3 (h y(e)6us)12 se(e)101 the following:</p> <ul style="list-style-type: none"> <li>• Bound by the requirements, terms, stipulations, and terms of the solicitation.</li> <li>• Comply with all applicable Federal and State Laws and Regulations relative to non-discrimination in employment practices.</li> <li>• Not guilty of collusion, with other vendors possibly interested in this bid, in arriving at or determining prices to be submitted.</li> </ul>		

**NAME OF OFFEROR** (Full legal name of business submitting the offer)

**OFFEROR** Tw4 34MCID 65 7.28 235.50.8  
Government entity (federal, state, c  
Other \_\_\_\_\_

(See "Signing your Offer" provision)



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**I. GENERAL BID INSTRUCTIONS AND CONDITIONS (Where Applicable)**

- A. Bids shall be publicly opened at **10:00 AM** on **April 10, 2024**. Bid openings shall be conducted in the Purchasing Department which is located at 386 E. Black Street, Rock Hill, SC 29730. Sealed bids shall include The requested information must be uploaded to **Vendor Registry** <http://vrapp.vendorregistry.com/RockHillSchools> or enclosed in an envelope (if mailing), and the "RFQ name and number" shall be clearly displayed on the lower left-hand corner of the envelope containing the bid. The name and address of the bidder shall also be displayed on the envelope. Bids that are mailed shall be addressed to the Procurement Department, Rock Hill School District Three, 386 E. Black Street, Rock Hill, SC 29730. Hand carried bids shall be delivered to the same address.
- B. Bids shall be submitted **NO LATER THAN 10:00 AM** in the place and manner as described in paragraph 1A above. Bids received after 10:00 AM shall be late bids. Late bids shall not be considered for award and will be returned to the vendor unopened.
- C. The District shall not accept responsibility for unidentified bids.
- D. In the event that a bid is unintentionally opened prior to the official time set for a bid opening, the employee opening such bid shall immediately sign the envelope and deliver it to the Purchasing Director.
- E. All prices shall be entered in ink or typewritten and shall remain firm for not less than 60 calendar days from the bid date. Mistakes may be crossed out, corrections may be inserted adjacent, and shall be initialed in ink by the person signing the bid.
- F. The District shall not accept oral, emailed, or FAXED bids.
- G. The Term "Offer" Means Your "Bid" or "Proposal" or "Quotation"  
The Term "Offeror" Means "Vendor" or "Contractor" or "Bidder"

**1. TAXES:**

B)



By submission of this signed bid, the bidder agrees to subject itself to the jurisdiction and process of the courts of the State of South Carolina, as to all matters and disputes arising or to arise under the contract and the performance thereof, including any questions as to the liability of taxes, licenses or fees levied by the state.

**19. RIGHT TO PROTEST (Section 4210):** Any actual or prospective bidder who is aggrieved in connection with the solicitation or award may submit a protest to the Director of Purchasing. The protest shall be submitted in writing within fifteen (15) calendar days of the date of issuance of the Invitation for Bids or Request for Proposal or other solicitation document, whichever is applicable, or any amendment to it, if the amendment is at issue.







**36. SPECIFICATIONS:** Any deviation from the specifications must be clearly pointed out on the bid or attached as a separate sheet. Otherwise, the bidder will be held responsible for providing materials that are in strict compliance with the specifications. Deviations must be explained in detail. All materials shall be subject to inspection and approval after delivery. The District reserves the right to reject and return, at the risk and expense of the vendor, any portion of a shipment that is defective or fails to comply with specifications. The rejection of certain items will not invalidate the remaining order.

**37. PACKAGING AND DELIVERY:** All shi0.005 Tc 0.329 T1--4 (iD79.004 Tc -10 DaPi (s)2 (.dy #MCID 42 BDC /TT1 1 T3



Subcontracting

The Contractor shall not subcontract any portion of this contract without prior written approval from the School District, which consent shall not be unreasonably withheld provided, Contractor remains liable for performance of all items of this contract.

Laws

The Contractor shall comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work, including those of Federal, State, and Local agencies having jurisdiction. This shall include but not be limited to minimum wages, labor and equal employment opportunity laws.

**46. SAFETY, DAMAGE OR THEFT:**

Contractor shall be responsible for complying at all times of this contract with, OSHA, AHERA, SCDHEC, and EPA requirements and shall immediately report any loss of time or injuries to the Director of Operations (803) 981-1150.

**47. SECURITY:** The Contractor shall be responsible for safeguarding against loss, theft, or damage of all Rock Hill School Districts' property, materials, equipment, and accessories that might be exposed to the Contractor's personnel. Guns, knives, or other dangerous weapons shall not be allowed on campus. Smoking, alcohol and drugs are prohibited on the campus.

**48. UNAUTHORIZED PERSONNEL:** Contractor's personnel shall not allow any unauthorized persons in school buildings (children, friends, or anyone else not authorized by School District or Contractor).

**49.** Use of tobacco products, alcohol, and profanity are prohibited on school property.

**50.** This solicitation document and any addendum(s) will constitute the contract when awarded.

**51. CONTRACT PROVISION TO REQUIRE CERTIFICATION AND COMPLIANCE CONCERNING ILLEGAL ALIENS:** By submission of this bid, the bidder as the prime contractor does hereby agree:

A. T

RFQ 23-2411 Painting Services (

## II. INTRODUCTION

This solicitation is a Request for Qualifications (RFQ). Sealed Statements of Qualifications (SOQ) will be received by Rock Hill Schools for the above titled project. Statements can be submitted to Vendor Registry and hard copies received no later than 10:00 a.m., local time, April 10, 2024. Submittals shall be sent to *Rock Hill Schools, Purchasing Department, 386 East Black Street, Rock Hill, SC 29730* Attn: *RFQ#23-2411 Painting Services*, Rock Hill Schools will conduct a formal selection process to determine the best qualified respondent(s) that meets the District's needs. A selection committee will review the statements of qualification, evaluate, and score. Top scoring respondents will be short-listed and invited to bid on future projects

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The Contractor must adhere to all state and local license requirements. All potential Contractors must be properly licensed/certified by South Carolina state regulations.

Contractor shall obtain a full criminal background check for contractor's employees and other persons carrying out the contract on the contractor's behalf. The contractor shall not permit employment of any person with a criminal record without written permission of the District. Contractor must check the following databases at a minimum, South Carolina criminal check (SLED), North Carolina criminal check, Sex Offender registries, and

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2. Existing Construction Sheetrock Walls: Preparation and repainting of existing sheetrock walls includes priming and minor repair / spackling surface nicks and holes.
  - a. The Contractor shall provide adequate paint coverage to cover the existing color.
  - b. Additional painting necessary to cover colors, other than the existing, shall be quoted separately on an as needed basis using the proposal price submission as a basis for the quote.
3. Doors: Preparation and painting of steel or wooden doors, typical size 36" x 80", shall include primer, paint, stain and sealer. Paint on doors and bucks shall be industrial coat, oil base and enamel.
4. Door Jambs: Preparation and painting of steel or wooden jambs shall include primer, paint, stain and sealer. Paint on jambs shall be industrial coat direct to metal.
5. Block Walls: Preparation and repainting of block walls will require rigid scheduling if work occurs in a research area.
6. Wall Covering: Preparation of walls for papering or painting, after wallpaper is removed or if wallpaper remains in place, shall be done by applying patching, floating a thin coat, and cleaning wall surfaces.
7. Moving of equipment and/or furniture in occupied office, laboratories, classrooms, etc., shall be the responsibility of the Contractor.

**C. PAINTING PROTECTION**

1. "Wet Paint" signs shall be posted during application by the Contractor.
2. Contractor shall protect surrounding areas and surfaces to preclude damage during work.
3. During work progress, Contractor shall keep premises fre



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2. The Contractor shall apply each coat to uniform coating thickness in accordance with manufacturer's instructions, not exceeding manufacturer's specified maximum spread rate for indicated surface.
3. The Contractor



## **V. HOURS**

The District will make every effort to group work order/projects so that employees can be assigned to work on campus for a full workday; or so that Contractor employees can be assigned to work lasting at least one-half workday, beginning or ending their workday at the District.

1. Work hours under this contract shall be approved by the Director of Facilities Management to avoid scheduling conflicts.
2. Any travel time for which a Contractor is obligated to pay his employees should be considered as part of overhead, and allowances for such, figured into the flat hourly rate quote to the District.

## **VI. INVOICING**

The Director of Facilities Management or their designee shall approve, in writing, the Contractor's accuracy and reasonableness of each invoice submitted for payment. The Contractor shall be responsible for documenting the number of contract employees on site each day, hours worked, the materials and equipment used on the project.

1. The District will not allow nor pay any additional costs or surcharges on Contractor invoices not already approved by the Director of Facilities Management.
2. The District reserves the right to review any invoice of the awarded Contractor.
  - a. Separate invoices shall be submitted for each site per event.
  - b. Billing shall occur within thirty (30) days of project completion.
  - c. When an invoice(s) from the Contractor to the District includes materials, the Contractor shall support any materials with invoices and/or receipts displaying the purchase from the original vendor.
  - d. Invoices shall have the materials and labor listed on separate line items.
3. The District reserves the right to withhold the entire payment for any job where the contract is not fulfilled.
4. Awarded Contractor will provide a "not to exceed quote" for each project to be reviewed and approved before work begins.
5. Progress payment





**XIII. TENTATIVE SCHEDULE OF EVENTS**

Request for Qualifications Issue Date	March 4, 2024
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**C. Confidentiality**

Unless otherwise required by law, and until the public opening of the responses, all information, materials and other documents submitted by a respondent shall not be released or made available to any person or entity except District representatives assisting in this procurement process. Unless required by law, proprietary or financial information submitted to the District by a respondent will not be disclosed if the respondent visibly marks

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**I. Cancellation of Statements of Qualifications**

Statements of Qualifications may be cancelled prior to the time fixed for opening. Negligence on the part of the bidder in submitting the proposal confers no right for the bidder to be heard or to be heard (the bidder)





## APPENDIX I- PRE-QUALIFICATION QUESTIONNAIRE FORM

Failure to answer:

All o

**Section 1. GENERAL INFORMATION**

**1. a. General Company information (Primary/Main office location)**

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1. e. (3) List all surety companies that have provided bonds for your company for the past five (5) years, provide explanation, required, if m

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2. a. (2) List date, State and type of incorporation, partnership, or proprietorship establishment:

Date	State/Type (incorporation, p
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**Litigation/Claims**

2. c. (1) Has your company ever failed to complete work awarded to it? Yes No

If yes, please provide project name(s), contact information for owner, year(s), and reason why. Attach relevant documentation. \_\_\_\_\_

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2. c. (2) Have you ever paid liquidated damages on any project? Yes No If yes, state the project name(s), year(s), and reason why. \_\_\_\_\_

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2. c. (3) Has your company filed any claims on any previous services within the last five years?

Yes No If yes, state the entity name(s), year(s), case number, and reason why.

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2. c. (4) Has your present company, its officers, owners, or agents ever been convicted of charges relating to conflicts of interest, bribery, or bid-rigging? Yes No If yes, state the entity name(s), year(s), and reason why:

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2. c. (5) Has your present company ever been suspended or debarred? Yes No If yes, state the year(s) and reason why: \_\_\_\_\_

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**Section 3.**

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#4	
Entity Name	
Owner Name/ Representative	
Owner Address/Phone #	
Contract Dollar Value	
Contract End Date	
Reference Questionnaire Attached (y/n)	
Work Sample Attached (y/n)	



## APPENDIX II- REFERENCE QUESTIONNAIRE

Contractor Name: \_\_\_\_\_

Please answer the questions below in reference to the Contractor listed above. You are receiving this reference questionnaire because the Contractor has provided painting services for your entity within the past three (3) years. Your response to the questions below will be most helpful in the selection process. (Please print legibly)

1. Did the Contractor provide these services for you in the past 5 years?

\_\_\_\_\_

2. Did the Contractor complete the services as specified in the contract?

\_\_\_\_\_

\_\_\_\_\_

3. Did the Contractor complete the work on time?

\_\_\_\_\_

4. Did

6. Will you use this Contractor again?

\_\_\_\_\_

7. On a scale of 1 to 5, with 5 being the highest, how satisfied were you with the service provided? If rated less than 5, please state the reason.

1      2      3      4      5

\_\_\_\_\_

\_\_\_\_\_

To be completed by the person completing this Reference Questionnaire

Reference Entity Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

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

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

**APPENDIX III- NON-COLLUSION AFFIDAVIT**

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_ being first duly sworn, deposes and says that:

(1) He is \_\_\_\_\_ of \_\_\_\_\_, the Bidder that has submitted the attached RFQ:

(2) He is fully informed respecting the preparation and contents of the attached RFQ and of all pertinent circumstances respecting such RFQ:

(3) Such RFQ is genuine and is not a collusive or sham RFQ:

(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham in connection with the Contract for which the attached RFQ has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the **District** or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached RFQ are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed) \_\_\_\_\_

\_\_\_\_\_  
(Title)



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Offeror, to prevent the existence of conflicting roles that might bias a consultant's judgment, and prevent one Offeror or company from having an unfair competitive advantage over other Offerors. The District, in its sole discretion, has the authority and responsibility to determine whether or not a conflict of interest or unfair competitive advantage exists, after a review of the relevant facts. I acknowledge and understand that if I or my company has an unfair competitive advantage or a conflict of interest; the District may withhold the award of this Agreement. Before withholding award on these grounds, an Offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered.

**List any Actual or Potential Conflicts of Interest below or check the box below to certify that none exists. Failure to fully disclose information may result in penalties and/or sanctions as outlined in #2 above.**

**Please check only one box below.**

6. I warrant that should I become aware of an actual or potential conflict of interest involving my company or sub-Contractor(s), if any, in performing the services under the Agreement or responding to this Solicitation, I will notify the District immediately. I also warrant that should I become aware of any competitive advantage that my company or sub-Contractor(s) have in responding to this Solicitation or providing services under an Agreement related to this Solicitation, I will immediately notify the District of the discovery of a possible competitive advantage. I understand and acknowledge that this obligation to inform the District of the discovery of a conflict of interest or competitive advantage is a continuing obligation and extends throughout the Term of the Agreement for this procurement.
  
7. By signing this statement, I

**APPENDIX V: COST SHEET**

(These costs will be used when providing the District with a quote for projects)

Preparation and Painting New Sheetrock			
Item	Unit of Measure	Description	OFFEROR'S CONTRACT RATE
1	SQ FT	First Coat (Primer)	\$
2	SQ FT	Second Coat (Finish)	\$
3	SQ FT	Third Coat (Finish)	

Preparation and Painting of Existing Sheetrock			

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Preparation and Painting of Wooden Doors with Bucks/Jambs			
Item	Unit of Measure	Description	OFFEROR'S CONTRACT RATE
1	SQ FT	First Coat-Primer (new door and buck/jamb)	\$
2	SQ FT	Second Coat-Finish (new door and buck/jamb)	\$
3	SQ FT	Third Coat- Finish (new door and buck/jamb)	
4	SQ FT	First Coat (existing door and buck/jamb)	\$
5	SQ FT	Second Coat (existing door and buck/jamb)	\$
6	SQ FT	First Coat (stain and seal new/existing door and buck/jamb)	\$
7	SQ FT	Second Coat (stain and seal new/existing door and buck/jamb)	\$

Preparation, Painting , and Repainting of Block Walls			
Item	Unit of Measure	Description	OFFEROR'S CONTRACT RATE
1	SQ FT	First Coat	\$
2	SQ FT	Second Coat	\$

Painting Requiring Use of Scaffolds			
Item	Unit of Measure	Description	OFFEROR'S CONTRACT RATE
1	SQ FT	Painting Requiring Scaffolding	\$

Contractor Name: \_\_\_\_\_



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Contractor(s) are to enter a markup if any on invoice costs for paint or any additional approved supplies. Awarded contractors are required to submit any/all invoices upon request.

Unit of Measure	Description	OFFEROR'S CONTRACT MARK UP RATE
	District Approved Brand Paint	%

84 53444 27 BDC Qq8

2 %