

PARKS AND RECREATION DEPARTMENT

Office of the Director



March 6, 2024

Request for Proposal (RFP)

Bleacher's removal from Capital City and installation at Mirrow Field

The City of Orangeburg is seeking proposals from qualified commercial construction firms for the removal of existing aluminum bleachers to be installed at Mirmow Field. The project involves the removing aluminum bleachers from Capital City Stadium in Columbia, SC and installing them at Mirmow Field in Orangeburg, SC. All work must be completed by May 31, 2024.

Scope of Work:

The scope of work includes, but is not limited to, the following:

- Removal of 150 aluminum bleachers from Capital City Stadium must be coordinate with the City of Columbia
- Hauling of all aluminum bleachers from Columbia Capital City to Orangeburg Mirrow Field
- Installation of 150 aluminum re-printed bleachers at Mirmow Field

Proposal Submission:

Interested parties must submit their proposals no later than March 15, 2024. Proposals should include:

- Company profile and relevant experience.
- Proposed design concept and methodology.
- Detailed breakdown of costs, including labor, materials, and any additional expenses.
- Timeline for completion of the project.
- References from previous clients.
- Deadline for Questions. All questions regarding this RFP must be submitted by March 15, 2024

Selection Process:

The City reserves the right to reject any or all proposals and to award a partial proposal if deemed necessary. The selection process may involve additional submittals and an interview/presentation by the selected service provider.

No Obligation Contract:

Submission of any proposal does not obligate the City of Orangeburg Parks and Recreation Department to award a contract for services specified herein.

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Rejection of Proposal:

The City reserves the right to reject any and all proposals received without penalty and may choose not to issue a contract as a result of this RFP.

Failure to Comply:

Respondents are hereby notified that failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive.

Must comply with all vendor requirements outlined on the City Vendor page:

<https://www.orangeburg.sc.us/vendor-information>

The City of Orangeburg is asking that all RFP's be submitted by Friday, March 15, no later than 12 noon. RFP's can be submitted via fax, email or mail to the attention of Purchasing Agent, 367 Green Street, Orangeburg, SC 29116.

All items must be received by Friday, May 31, 2024, by 5 pm. If you have any questions about this project, please contact Shawn Taylor at (803) 533-6020.

We look forward to receiving your proposals.

Shawn Taylor
Interim Parks and Recreation Director
City of Orangeburg

SELECTION SCHEDULE

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|------------------------|--------------------------------|
| 1. RFP Posted | March 8, 2024 |
| 2. RFP Due | March 15, 2024 by 12:00 pm EST |
| 3. CITY Staff Review | March 18, 2024 or sooner |
| 4. CITY Staff Decision | March 19, 2024 or sooner |