



## **CHEROKEE COUNTY**

110 Railroad Ave.  
Gaffney, SC 29340  
Tel: (864) 902-2299  
Fax: (864) 487-2796  
Email: [abi.reid@cherokeecountysc.com](mailto:abi.reid@cherokeecountysc.com)

## **REQUEST FOR BID**

**Bid # 2022-09**

*FOR*

## **REMOVAL OF OLD GENERATOR AND PURCHASE/INSTALLATION OF NEW GENERATOR AT THE CHEROKEE COUNTY DETENTION CENTER**

**Issued on:** Friday, January 28th, 2022  
**Due Date:** Friday, March 4th, 2022 at 12:00 P.M. EST

**Administered by:** Abi Reid, Administrative Specialist

## **INTRODUCTION and INTENT of RFB:**

**Notice to Vendors: Mandatory pre-bid meeting 02/04/2022 at 10am at the Cherokee County Detention Center. 315 W Dr. L M Rosemond Ln, Gaffney, SC 29340**

**To schedule an onsite visit please contact Major Anderson at the Cherokee County Detention Center (864) 490-9601.**

**Sealed bids** will be received by Cherokee County from experienced, qualified vendors who specialize in removal and installation of generators for the following:

### **REQUEST FOR BID 2022-09**

#### **REMOVAL OF OLD GENERATOR AND PURCHASE/INSTALLATION OF NEW GENERATOR AT THE CHEROKEE COUNTY DETENTION CENTER**

Specifications include, but are not limited to: Turnkey project including the removal of existing generator and the furnishing and installation of a Tier 3 EPA compliant, 125kW standby diesel generator at the Cherokee County Detention Center with required voltage, etc. The scope also includes installation of a transfer switch as required.

125kw  
480/277Vac / Three Phase /60Hz  
LC3114J Frame Alternator  
Alternator Strip Heater  
Permanent Magnet Excitation  
EMCP4.2B Controller  
Generator Running Relay  
Mainline Circuit Breaker – 200A 100% Rated  
Adjustable Trip  
12Vdc Starting System  
Maintenance Free Battery  
10A Battery Charger  
Jacket Water Heater  
Sound Attenuated Enclosure  
395gallon Fuel Tank – 40hrs at 100% Load  
ASCO 300 Series ATS – 400A 480/277Vac 3Pole NEMA1 Enclosure  
ATS Controller with Deluxe Exerciser  
Trystar MTS – 400A 480/277Vac 3Pole NEMA3R  
Type 16 CAM Connectors  
Delivery to jobsite  
Factory Tech Startup Load Test  
5year Warranty with rental coverage  
Rental to be in place within 24 hour in case of emergency  
Complete Electrical Installation  
All exposed wiring to be enclosed in rigid conduit

Bids will be accepted until **Friday, March 4th, 2022 at 12:00 P.M.** at the Administration Department in the Cherokee County Office Building, 110 Railroad Ave, 2<sup>nd</sup> Floor, Gaffney, South Carolina 29340, Attn: Abi Reid. Complete specifications and instructions are attached herewith.

Bid documents may be obtained from Abi Reid at the County Office Building, by email [Abi.Reid@cherokeecountysc.com](mailto:Abi.Reid@cherokeecountysc.com). Bids shall be submitted in a **sealed envelope** identifying the company name, the RFB title, the RFB number, and the RFB due date on the face of the envelope.

Submission of a bid signifies the Contractor's agreement that its bid and the content thereof are valid and will become part of the contract that is negotiated between Cherokee County and the successful business. All prices submitted with the bid shall remain in effect for the contract period.

## **GENERAL CONDITIONS and FINANCIAL PROVISIONS:**

**PRICING:** The company warrants that the pricing stated herein shall remain firm for a period of one (1) year from the first day of the contract period. Pricing shall include all charges that may be imposed in fulfilling the terms of the contract. A maximum of 5% per year during the second and third year will be accepted.

**PAYMENT TERMS:** Payment terms are NET 30 days following receipt of correct invoice. Invoices must be submitted to:

Cherokee County  
Attn: Accounts Payable  
110 Railroad Ave  
Gaffney, SC 29340

Cherokee County is responsible for all payments to the Company under this contract.

**SUBCONTRACTING:** The Company shall not have the right or power to assign, subcontract, or transfer interest in this bid. The Company is prohibited from subcontracting any services covered in the scope of work.

**CHANGES:** Cherokee County shall have the right, at any time, to alter the specifications to meet increased or decreased needs. If any such changes cause an increase or decrease in the cost or the time required for the performance, or otherwise affects any other provision of this agreement, an equitable adjustment shall be made and this agreement shall be modified in writing accordingly.

**AVAILABILITY OF FUNDS:** Any and all payments to the Company shall be deemed binding only to the extent of appropriated funds for the purpose set forth in this bid.

**NON-DISCRIMINATION:** The Company shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

**GOVERNING LAWS:** This contract is made under and shall be governed and construed in accordance with the laws of the State of South Carolina.

**ADVERTISING:** In submitting a bid to Cherokee County, the Company agrees not to use the results of their bid as a part of any commercial advertising without prior approval of Cherokee County Government.

**CONFIDENTIALITY OF BIDS:** In submitting a bid the Company agrees not to discuss or otherwise reveal the contents of the bid to any source outside of Cherokee County Government until after the award of the contract. Companies not in compliance with the provision may, at the option of Cherokee County, be disqualified from contract award. Only discussions authorized by the issuing agency are exempt from this provision.

**COST FOR BID PREPARATION:** Any costs incurred by a Company in preparing or submitting bids are the Companies' sole responsibility. Cherokee County will not reimburse any Company for any costs incurred prior to award of this contract.

**TIME FOR ACCEPTANCE:** Each bid shall state that it is a firm offer which may be accepted within a period of 90 days following the submittal date, Friday, March 4th, 2022. Although the contract is expected to be awarded prior to that time, the 90-day period is requested to allow for unforeseen delays.

**RIGHT TO SUBMITTED MATERIAL:** All responses, inquiries, or correspondence relating to or in reference to this Request for Bids, and all other reports, charts, displays, schedules, exhibits, and other documentation submitted by the Company shall become the property of Cherokee County when received.

**COLLUSIVE BIDDING:** The vendor's signature on the Cherokee County "Request for Bid (RFB)" is a guarantee that the prices quoted have been arrived at without collusion with other eligible Company and without effort to preclude Cherokee County Government from obtaining the lowest possible competitive price.

**ERRORS AND OMISSIONS:** The Contractor shall not take advantage of any errors or omissions in this RFB. The Company shall promptly notify Cherokee County Government of any omissions or errors found in this document.

**BID OPENING:** The bid deadline is Friday, March 4th, 2022 at 12:00 P.M. and opened at 5:00 P.M. on Monday, March 7<sup>th</sup>, 2022 at the Cherokee County Council Meeting. At that time the package containing the bids from each responding Company will be publicly opened. At that time the name of the Company and the cost(s) offered will be announced. This is an open and public meeting. Interested parties may attend. However, it must be noted that these costs and their components are subject to further evaluation for completeness and correctness. Therefore, the cost(s) announced at that time may not be an exact indicator of the Companies pricing position. Neither can the assumption be made that the Company with the lowest price offered will be awarded the contract. See "**EVALUATION CRITERIA**" and "**AWARD OF BID**" for further explanation on the components involved with the award of this contract.

**EVALUATION CRITERIA:** Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. The bids will be evaluated on a "best overall value" basis including, but not limited to, completeness and content of the bid, pricing, quality, the Company's ability to follow the specifications, the Company's ability to provide a team of skilled, trained employees, the Company's experience with similar projects and the Company's responses to "Mandatory Issues". In addition to these considerations, the evaluators may request additional information, oral presentations or discussions with any or all of the responding Company's to clarify elements of their bid or to amplify the materials presented in any part of the bid. However, Companies are cautioned that the evaluators are not required to request clarification; therefore, all bids should be complete and reflect the most favorable terms available from the Contractor.

Cherokee County reserves the right to make independent investigations as to the qualifications of the Company. Such investigations may include contacting existing customers. Companies should keep in mind that this is a Request for Bids and not a request to contract. Cherokee County reserves the unqualified right to accept or reject any and all bids, and to waive any irregularities as may be permitted by law when it is deemed that such action will be in the best interest of Cherokee County.

**REFERENCE TO OTHER DATA:** Only information which is received in response to this Request for Bids will be evaluated. Reference to information previously submitted shall not be evaluated.

**AWARD OF BID:** Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. Price will be a major consideration but will not be the determining factor in our selection. The award of this contract will be based and granted on "**BEST VALUE.**" "**BEST VALUE**" will allow Cherokee County to consider factors beyond pricing such as whether the responsible Company is able to meet and/or exceed the required specifications. "**BEST VALUE**" will permit and reflect prudent stewardship of public funds and trust. Award of the contract to one Company does not mean that the other bids lacked merit. Award of the contract signifies that after all factors have been considered, the selected bid was deemed most advantageous to Cherokee County

**NOTIFICATION OF AWARD:** After all prerequisites and specifications have been met by the Company and the award for Paving has been made, the successful Company will be notified within ten(10) working days of this award. Cherokee County will notify the successful Company in writing, either by a LETTER OF AWARD or a PURCHASE ORDER or both. VERBAL NOTIFICATION OF THE AWARD OF THIS CONTRACT IS NOT CONSIDERED A RELIABLE MODE OF NOTIFICATION AND, THEREFORE, WILL NOT BE RECOGNIZED AS AN OFFICIAL NOTIFICATION.

**TERMINATION FOR CAUSE:** Cherokee County reserves the right to terminate this contract at any time for cause. The violation of any provision or condition contained in this contract, or the refusal, failure, or inability to carry out any provisions of this contract shall constitute sufficient grounds to terminate this contract for cause.

**TERMINATION WITHOUT CAUSE:** Cherokee County and the Company may terminate this contract without cause. Written notice of termination must be sent via certified U.S. mail no later than thirty (30) days prior to the termination date.

## **EMPLOYEE GUIDELINES:**

**DRUG POLICY:** The Company certifies that it maintains a drug free work place environment to ensure worker safety and workplace integrity. The Company further agrees their employees shall comply with Cherokee County's Drug-Free Workplace Policy.

**EMPLOYEE GUIDELINES:** The Company shall use only qualified personnel to provide the required services. The Company shall be responsible for insuring that employees abide by all rules and regulations set forth for the buildings and grounds.

## **SAFETY:**

**State and Federal Regulations:** The Company shall perform all work in accordance with State and Federal safety regulations in regards to work zones, work areas, equipment, vehicles, tools and supplies. The Company shall provide all necessary and required work zone protective devices and traffic channeling devices as required under State and Federal safety regulations.

**Public Safety:** The Company shall protect the safety and convenience of the general public. The Company shall perform work as needed and necessary to protect the general public from hazards.

## **SPECIAL CONDITIONS:**

**HISTORICALLY UNDERUTILIZED BUSINESSES:** Cherokee County invites and encourages participation in this Request for Bids process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

## **BID INFORMATION:**

- Bids will be received by Cherokee County until Friday, March 4th, 2022 at 12:00 P.M. EST. Bids may be submitted by mail or delivered in person. **NO** faxed or email bids will be accepted. Cherokee County must receive all bids at the following location PRIOR to the date and time specified. Any bid received after the date and time prescribed shall **NOT** be considered for award and the bid shall be returned to the Company.

Each bid must be submitted in a sealed envelope, addressed to:

Cherokee County  
Attn: Abi Reid  
110 Railroad Ave  
Gaffney, SC 29340

- Each sealed envelope containing a bid must be plainly marked with the **“COMPANY’S NAME”, “RFB TITLE”, “RFB NUMBER”, and the “RFB OPENING DATE & TIME”**.
- All bids must be submitted on the required forms. All blank spaces for bid prices must be completed in ink or typewritten. The Bid Forms must be completed, signed, and dated by an official of the company authorized to bind the firm. Unsigned bids will not be considered. Bids must consist of one (1) original and one (1) copy. These bids shall be marked as such – Original and Copy.
- Questions regarding this RFB must be submitted in writing directly to **Abi Reid**, [Abi.Reid@cherokeecountysc.com](mailto:Abi.Reid@cherokeecountysc.com).
- A conditional or qualified bid will not be accepted.
- Prior to receiving the contract, the successful bidders will be required to submit a Certificate of Liability Insurance

**COMPANY INFORMATION:**

1. Owner of the Company \_\_\_\_\_
  2. Location of the Company \_\_\_\_\_
  3. List the number of years in business \_\_\_\_\_
  4. Is your business full or part-time? \_\_\_\_\_
  5. List the number of people employed on a regular basis. \_\_\_\_\_
  6. Do you maintain an office that is staffed during normal daily working hours?  
\_\_\_\_\_
  7. Who is the County's contact person in the event your firm is awarded the contract?  
\_\_\_\_\_
- E-mail Address: \_\_\_\_\_
8. List at least four (4) references of firms (not residences) in which your company has provided services within the past two (2) years.

Company Name	Contact Name	Telephone Number





**CHEROKEE COUNTY  
110 RAILROAD AVE  
GAFFNEY, SC 29340**

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**REQUEST FOR BID (RFB)**

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**RFB TITLE: REMOVAL OF OLD GENERATOR AND PURCHASE/INSTALLATION OF NEW GENERATOR AT THE CHEROKEE COUNTY DETENTION CENTER**

**RFB NUMBER: # 2022-09**

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Issue Date:  
**January 28th, 2022**

Purchasing Contact & Telephone  
**Abi Reid  
Administrative Specialist  
864-902-2299**

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**BID DUE DATE & TIME:**

**Friday, March 4th, 2022 @ 12:00 P.M. EST**

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**NOTE: Bids received after the opening date and time will not be accepted.**

Cherokee County Government solicits your company to submit a bid on the above referenced project. By signing this form, the Company signifies their acceptance of all terms, conditions, and specifications set forth in this Request for Bids. All bids must have an authorized signature in the space provided below. Two (2) copies of your bid must be sealed and delivered to: CHEROKEE COUNTY, Administrative Office, 110 Railroad Ave, Gaffney, SC, 29340 before the RFB deadline. The package containing bids for this project must reference the "COMPANY'S NAME", "RFB TITLE", "RFB NUMBER", and the "RFB OPENING DATE & TIME". **NO** faxed or email bids will be accepted. Cherokee County Government will not be responsible for late or lost bids by the U.S. Postal office or any other delivery services used by the Company. Bids may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

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**Mandatory pre-bid meeting 02/04/2022 at 10am at the Cherokee County Detention Center. 315 W Dr. L M Rosemond Ln, Gaffney, SC 29340**

**To schedule an onsite visit please contact Major Anderson at the Cherokee County Detention Center (864) 490-9601.**

**THE FOLLOWING MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR BID. BIDS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE CONTRACTOR.**

COMPANY NAME:

MAILING ADDRESS:

CITY, STATE, ZIP:

EMPLOYER'S FEDERAL IDENTIFICATION NUMBER:

TELEPHONE NUMBER:

FAX NUMBER:

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I CERTIFY THAT THIS BID IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A BID FOR THE SAME SERVICES, AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS RFB AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS RFB AS OR FOR THE COMPANY.

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AUTHORIZED SIGNATURE:

TYPED OR PRINTED NAME:

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_