

**Abbeville**  
SOUTH CAROLINA



*Pretty.  
Near.  
Perfect.™*

### **HVAC Upgrades to Abbeville Opera House**

The following conditions will be observed as part of this bid submittal:

City is responsible for the following Items:

1. City of Abbeville (Owner) will provide access to building and parking.

Contractor is to provide supervision, labor, and materials for the following items:

1. The decommission of the Opera House's antiquated heating and cooling systems.
  - Only those systems which provide temperature control for the Auditorium and Backstage areas
2. The installation of modern heating and cooling equipment which will help to heat and cool the Opera House more efficiently and evenly.
  - Only those systems which provide temperature control for the Auditorium and Backstage areas
3. The City has allocated two preferred three-week time slots for this install June 21 -July 23, 2020, and November 1-20, 2020. It is the City's preference that this work take place during one of those time slots.
  - If work would not interrupt performances, this timing could be much more flexible.
4. JOB SITE VISIT
  - For additional questions and to tour the site, please email Mike Clary at [mclary@abbevillecitysc.com](mailto:mclary@abbevillecitysc.com) or call at 864-366-1800

## **Bid Submittal Information**

SEALED PROPOSALS will be received at City Hall, 100 Ct. Square, Abbeville, South Carolina until 2:00 P.M. ET, March 3, 2020.

All qualified firms are invited to submit proposals to the City of Abbeville for the following:  
HVAC Upgrades, Abbeville Opera House; SUBMIT:

Proposed scope of work and quote.

ADDRESS TO: City of Abbeville Community Development, Mike Clary Bid No. 700-2-2020

MAILING ADDRESS: PO Box 40, Abbeville, South Carolina 29620

Email: [mclary@abbevillecitysc.com](mailto:mclary@abbevillecitysc.com)

DEADLINE ENFORCED. PROPOSALS DELIVERED AFTER THE TIME AND DATE SET FOR RECEIPT OF PROPOSALS SHALL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED TO THE OFFEROR. IT IS THE OFFEROR'S RESPONSIBILITY TO ENSURE TIMELY DELIVERY OF THEIR PROPOSAL.

WEATHER, FLIGHT DELAYS, CARRIER ERRORS AND OTHER ACTS OF OTHERWISE EXCUSABLE NEGLIGENCE ARE RISKS ALLOCATED TO OFFERORS AND WILL NOT BE EXEMPTED FROM DEADLINE REQUIREMENTS. EMAIL, TELEPHONE, OR FACSIMILE PROPOSALS WILL NOT BE ACCEPTED.

Current E-mail Address Required. All proposals submitted shall include a current e-mail address. Once selected, Notice of Award shall be posted on the City's website; and Notice of Award, and notices of non-award, shall be sent to all proposers via e-mail. No hard copy notices will be sent via regular mail.

Bids **MUST** include:

1. Complete costs of Project including labor and materials
2. Installation timeline
3. Expenses over \$2,500 should receive their own budgetary line item
4. References to past similar work
5. Justification for the proposal, i.e. why was this particular equipment and method selected?

## **Contractor Selection**

The City of Abbeville reserves the right to select the lowest and most qualified bidder as outlined in its procurement policy. All bidders must have workman's compensation, general liability insurance, all required licenses and permits, as well as having the City of Abbeville listed as an additional insured on all certificates of insurance.