



**We Are Columbia**

**CONTRACT DOCUMENTS AND SPECIFICATIONS FOR**

**Project: #SS6786 Annual Contract  
for Rehabilitation of Sanitary  
Sewer Manholes – The Re-Bid**

---

CONTRACTOR:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

CONTRACTOR'S LICENSE NUMBER:

\_\_\_\_\_

**CITY OF COLUMBIA  
UTILITIES & ENGINEERING  
1136 WASHINGTON STREET 29201  
P.O. BOX 147 COLUMBIA, SC 29217  
OFFICE (803) 545-3400  
FAX (803) 545-3295**

SS6786

REHABILITATION OF SANITARY SEWER MANHOLES  
PROPOSAL *THE RE-BID*

July 2015 (Rev'd Oct. 2015)

BID FOR UNIT PRICE CONTRACTS

TO THE HONORABLE MAYOR AND CITY COUNCIL:

LADIES AND GENTLEMEN:

The undersigned bidder hereby declares that the name of all persons interested in this proposal as principals appear in the blank spaces hereinafter provided for such purpose; that this proposal is in all respects fair and without collusion; that the bidder has examined the location of the proposed work, the advertisement, the instructions to bidder, the specifications, the contract, the plans and drawings herein referred to and fully understands the same and agrees and accepts the terms and conditions thereof; that it is understood that the estimated quantities are only approximate and are given for the purpose of comparing bids upon a uniform basis; and that said estimate shall in no way affect the unit prices to be paid for the work.

The undersigned bidder hereby agrees that he will furnish at his own cost and expense all of the materials, except those agreed to be furnished by the city as hereinafter set out, and all the necessary labor, tools, apparatus, machinery, equipment, transportation and all other things which may be required to fully and properly perform all the terms, covenants, provisions and agreements of the annexed contract.

The undersigned hereby agrees to do said work and furnish said materials as prescribed in the contract and specifications and according to the plans and requirements of the contract and specifications in a first class manner at the following unit prices.

All Addendums must be acknowledged as received herein:

Addendum No. _____	Date _____

REHABILITATION OF SANITARY SEWER MANHOLES

BID PROPOSAL

DO NOT CHANGE ANY ITEM DESCRIPTION ON THESE SHEETS UNLESS YOU ARE DIRECTED TO BY ADDENDUM. IN THE EVENT THE CONTRACTOR MAKES ANY CHANGES, THE BID WILL NOT BE READ PUBLICLY AND THE PROPOSAL WILL BE REJECTED AND NOT CONSIDERED.

Pay Item No.	Description	Estimated Quantity	Unit	Unit Price(\$)	Extended Price (\$)
1.	Mobilization/Demobilization/ General Conditions	<u>1</u>	<u>LS</u>	_____	_____
2.	Preparation of Plans				
A.	Project Specific Health and Safety Plan	<u>1</u>	<u>LS</u>	_____	_____
B.	Maintenance of Traffic Plan	<u>1</u>	<u>LS</u>	_____	_____
C.	Temporary Bypass Pumping Plan	<u>1</u>	<u>LS</u>	_____	_____
D.	Quality Control Plan for Rehabilitation of Sanitary Sewer Manholes	<u>1</u>	<u>LS</u>	_____	_____
3.	Clearing and Grubbing	<u>0.1</u>	<u>AC</u>	_____	_____
4.	Sewer Manhole Inspection (MACP Level 2)				
A.	4 Foot Diameter Sewer Manhole	<u>450</u>	<u>EA</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole	<u>250</u>	<u>EA</u>	_____	_____
C.	6 Foot Diameter Sewer Manhole	<u>150</u>	<u>EA</u>	_____	_____
5.	Sewer Manhole Rehabilitation (Sealing, Plugging, and Patching)				
A.	4 Foot Diameter Sewer Manhole	<u>315</u>	<u>VF</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole	<u>150</u>	<u>VF</u>	_____	_____
C.	6 Foot Diameter Sewer Manhole	<u>100</u>	<u>VF</u>	_____	_____
6.	Stainless Steel Inflow Dishes	<u>300</u>	<u>EA</u>	_____	_____

Pay Item No.	Description	Estimated Quantity	Unit	Unit Price(\$)	Extended Price (\$)
7.	Sewer Manhole Monolithic Epoxy Liner System (includes Cementitious Liner, Epoxy Liner, And Epoxy Glaze Liner)				
A.	4 Foot Diameter Sewer Manhole	<u>100</u>	<u>VF</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole	<u>50</u>	<u>VF</u>	_____	_____
C.	6 Foot Diameter Sewer Manhole	<u>20</u>	<u>VF</u>	_____	_____
8.	Sewer Manhole Monolithic Cementitious Liner System				
A.	4 Foot Diameter Sewer Manhole	<u>400</u>	<u>VF</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole	<u>200</u>	<u>VF</u>	_____	_____
C.	6 Foot Diameter Sewer Manhole	<u>100</u>	<u>VF</u>	_____	_____
9.	Replace Sewer Manhole Cover				
A.	Remove and salvage manhole cover and replace with identical cover				
1.	Manhole – unpaved area	<u>10</u>	<u>EA</u>	_____	_____
2.	Manhole – paved area	<u>10</u>	<u>EA</u>	_____	_____
B.	Remove and salvage sewer				
	Remove and salvage manhole frame and cover and replace with new city standard frame and cover				
1.	Manhole – unpaved area	<u>10</u>	<u>EA</u>	_____	_____
2.	Manhole – paved area	<u>10</u>	<u>EA</u>	_____	_____

Pay Item No.	Description	Estimated Quantity	Unit	Unit Price(\$)	Extended Price (\$)
10.	Replace Sewer Manhole Frame				
A.	Remove and salvage manhole frame and replace with identical frame				
1.	Manhole – unpaved area	<u>10</u>	<u>EA</u>	_____	_____
2.	Manhole – paved area	<u>10</u>	<u>EA</u>	_____	_____
B.	Remove and salvage manhole frame and cover and replace with new city standard frame and cover				
1.	Manhole – unpaved area	<u>10</u>	<u>EA</u>	_____	_____
2.	Manhole – paved area	<u>10</u>	<u>EA</u>	_____	_____
11.	Replace Sewer Manhole Frame and Cover				
A.	Remove and salvage manhole frame and cover and replace with identical frame and cover				
1.	Manhole – unpaved area	<u>10</u>	<u>EA</u>	_____	_____
2.	Manhole – paved area	<u>10</u>	<u>EA</u>	_____	_____
B.	Remove and salvage manhole frame and cover and replace with new city standard manhole frame and cover				
1.	Manhole – unpaved area	<u>10</u>	<u>EA</u>	_____	_____
2.	Manhole – paved area	<u>10</u>	<u>EA</u>	_____	_____
12.	Manhole Cone Replacement				
A.	4 Foot Diameter Sewer Manhole				
1.	Manhole - unpaved area	<u>20</u>	<u>VF</u>	_____	_____
2.	Manhole - paved area	<u>20</u>	<u>VF</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole				
1.	Manhole - unpaved area	<u>15</u>	<u>VF</u>	_____	_____
2.	Manhole - paved area	<u>15</u>	<u>VF</u>	_____	_____

Pay Item No.	Description	Estimated Quantity	Unit	Unit Price(\$)	Extended Price (\$)
12 cont'd					
C.	6 Foot Diameter Sewer Manhole				
1.	Manhole - unpaved area	<u>15</u>	<u>VF</u>	_____	_____
2.	Manhole - paved area	<u>15</u>	<u>VF</u>	_____	_____
13.	Reset Sewer Manhole Frame and Cover				
A.	Manholes in unpaved areas; for resetting manhole frame and cover				
1.	≤ 1.0 vertical foot	<u>10</u>	<u>EA</u>	_____	_____
2.	> 1.0 feet, payment for each foot over 1.0 feet, add to item A 1 above	<u>5</u>	<u>VF</u>	_____	_____
B.	Manholes in paved areas; for resetting manhole frame and cover				
1.	≤ 1.0 vertical foot	<u>10</u>	<u>EA</u>	_____	_____
2.	> 1.0 feet, payment for each foot over 1.0 feet, add to item B 1 above	<u>5</u>	<u>VF</u>	_____	_____
C.	Manholes in unpaved areas; remove and salvage manhole frame and cover and replace with new city standard frame and cover				
1.	≤ 1.0 vertical foot	<u>10</u>	<u>EA</u>	_____	_____
2.	> 1.0 feet, payment for each foot over 1.0 feet, add to item C 1 above	<u>5</u>	<u>VF</u>	_____	_____
D.	Manholes in paved areas; remove and salvage manhole frame and cover and replace with new city standard sewer manhole frame and cover				
1.	≤ 1.0 vertical foot	<u>10</u>	<u>EA</u>	_____	_____
2.	> 1.0 feet, payment for each foot over 1.0 feet, add to item D 1 above	<u>5</u>	<u>VF</u>	_____	_____

Pay Item No.	Description	Estimated Quantity	Unit	Unit Price(\$)	Extended Price (\$)
14.	Restoration of Sewer Manhole Benches and Invert Channels (any configuration)				
A.	4 Foot Diameter Sewer Manhole	<u>75</u>	<u>EA</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole	<u>50</u>	<u>EA</u>	_____	_____
C.	6 Foot Diameter Sewer Manhole	<u>25</u>	<u>EA</u>	_____	_____
15.	Plug Abandoned/Inactive Sewer Pipes Connecting to Sewer Manholes				
A.	8" Diameter or Less Sewer Pipe	<u>25</u>	<u>LF</u>	_____	_____
B.	10" Diameter Sewer Pipe	<u>25</u>	<u>LF</u>	_____	_____
C.	12" Diameter Sewer Pipe	<u>25</u>	<u>LF</u>	_____	_____
16.	Abandon Sewer Manhole In-place				
A.	4 Foot Diameter Sewer Manhole				
1.	In unpaved area	<u>5</u>	<u>EA</u>	_____	_____
2.	In paved area	<u>5</u>	<u>EA</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole				
1.	In unpaved area	<u>5</u>	<u>EA</u>	_____	_____
2.	In paved area	<u>5</u>	<u>EA</u>	_____	_____
C.	6 Foot Diameter Sewer Manhole				
1.	In unpaved area	<u>5</u>	<u>EA</u>	_____	_____
2.	In paved area	<u>5</u>	<u>EA</u>	_____	_____
17.	Plaster Cementitious Mortar Product on Exterior of Exposed Sewer Manhole Wall (1" Thick)				
A.	4 Foot Diameter Sewer Manhole	<u>50</u>	<u>VF</u>	_____	_____
B.	5 Foot Diameter Sewer Manhole	<u>40</u>	<u>VF</u>	_____	_____
C.	6 Foot Diameter Sewer Manhole	<u>30</u>	<u>VF</u>	_____	_____

Pay Item No.	Estimated Description	Unit Quantity	Extended Unit	Price(\$)	Price (\$)
18.	Replace Internal Drop Pipe (By Diameter)				
A.	New 8" internal drop connection at Sewer manhole, sewer pipe to connect to existing sewer pipe				
1.	Drop ≤ 6.0 feet in vertical length, cost per drop connection	<u>5</u>	<u>EA</u>	_____	_____
2.	Drop > 6.0 feet in vertical length, payment for each vertical foot over 6.0 feet, add to item A 1 above	<u>5</u>	<u>VF</u>	_____	_____
B.	New 10" internal drop connection at sewer manhole, sewer pipe to connect to existing sewer pipe				
1.	Drop ≤ 6.0 feet in vertical length, cost per drop connection	<u>2</u>	<u>EA</u>	_____	_____
2.	Drop > 6.0 feet in vertical length, payment for each vertical foot over 6.0 feet, add to item B 1 above	<u>5</u>	<u>VF</u>	_____	_____
C.	New 12" internal drop connection at sewer manhole, sewer pipe to connect to existing sewer pipe				
1.	Drop ≤ 6.0 feet in vertical length, cost per drop connection	<u>2</u>	<u>EA</u>	_____	_____
2.	Drop > 6.0 feet in vertical length, payment for each vertical foot over 6.0 feet, add to item C 1 above	<u>5</u>	<u>VF</u>	_____	_____
19.	Replace External Drop Pipe (By Diameter)				
A.	New 8" external drop connection at sewer manhole, sewer pipe to connect to existing sewer pipe				
1.	Drop ≤ 6.0 feet in vertical length, cost per drop connection	<u>3</u>	<u>EA</u>	_____	_____

Pay Item No.	Estimated Description	Unit Quantity	Extended Unit	Price(\$)	Price (\$)
19. cont'd.					
	2. Drop > 6.0 feet in vertical length, payment for each vertical foot over 6.0 feet, add to item A 1 above	<u>5</u>	<u>VF</u>	_____	_____
B. New 10" external drop connection at sewer manhole, sewer pipe to connect to existing sewer pipe					
	1. Drop ≤ 6.0 feet in vertical length, cost per drop connection	<u>2</u>	<u>EA</u>	_____	_____
	2. Drop > 6.0 feet in vertical length, payment for each vertical foot over 6.0 feet, add to item B 1 above	<u>5</u>	<u>VF</u>	_____	_____
C. New 12" external drop connection at sewer manhole, sewer pipe to connect to existing sewer pipe					
	1. Drop ≤ 6.0 feet in vertical length, cost per drop connection	<u>2</u>	<u>EA</u>	_____	_____
	2. Drop > 6.0 feet in vertical length, payment for each vertical foot over 6.0 feet, add to item C1 above	<u>5</u>	<u>VF</u>	_____	_____
20.	Graded Aggregate Base Course (6" Uniform)	<u>25</u>	<u>SY</u>	_____	_____
21.	Asphaltic Concrete Pavement Patching [SCDOT Type "B" (5" Thick HMA intermediate course) and Type "C" (2" Thick HMA surface course)]	<u>25</u>	<u>SY</u>	_____	_____
22.	Full Depth Concrete Pavement Patch (8")	<u>25</u>	<u>SY</u>	_____	_____

Pay Item No.	Estimated Description	Unit Quantity	Extended Unit	Price(\$)	Price (\$)
23.	Restoration of Concrete Curb and Gutter				
A.	SCDOT Type 1'-6"	<u>25</u>	<u>LF</u>	_____	_____
B.	SCDOT Type 9" x 15"	<u>25</u>	<u>LF</u>	_____	_____
24.	Restoration of Concrete Median (4" Thick)	<u>25</u>	<u>SY</u>	_____	_____
25.	Restoration of Concrete Sidewalk (4" Uniform)	<u>25</u>	<u>SY</u>	_____	_____
26.	Restoration of Driveway-Asphalt [SCDOT Type "B" (5" Thick HMA intermediate course) and Type "C" (2" Thick HMA surface course)]	<u>25</u>	<u>SY</u>	_____	_____
27.	Restoration of Driveway-Concrete				
A.	Residential (6" Thick)	<u>25</u>	<u>SY</u>	_____	_____
B.	Commercial (8" Thick)	<u>25</u>	<u>SY</u>	_____	_____
28.	Flowable Fill	<u>50</u>	<u>CY</u>	_____	_____
29.	Grassing (All Types)	<u>250</u>	<u>SF</u>	_____	_____
30.	Sod	<u>250</u>	<u>SF</u>	_____	_____
31.	Top Soil (4")	<u>21</u>	<u>CY</u>	_____	_____
32.	Use of CCTV Camera to Locate Missing Sewer Manhole				
A.	Sewer Main Length ≤ 400.0 feet	<u>4</u>	<u>EA</u>	_____	_____
B.	Sewer Main Length > 400.0 feet, payment for each foot over 400.0 feet, add to A above	<u>200</u>	<u>LF</u>	_____	_____
*Total Base Bid/Bid Online Total:					_____

Dollars \_\_\_\_\_ Cents \_\_\_\_\_

(Indicate the Total Base Bid/Bid Online Total above in both figures and words. In case of discrepancy, the amount shown in words will govern.)

**\*\*Total Bid Proposal Amount** \_\_\_\_\_

Dollars \_\_\_\_\_ Cents \_\_\_\_\_

(Indicate the Sum Total of Bid Proposal Amount in both figures and words. In case of discrepancy, the amount shown in words will govern).

**\*Total Base Bid/Bid Online Total.** The bid bond for this project should be based on the total base bid amount listed above and on the bid online system.

**\*\*Total Bid Proposal Amount.** The performance and payment bonds should be based on the total bid proposal amount listed above.

The drawings and specifications are complementary of each other. What is called for one shall be as binding as if called for by all. If a conflict between any of the above is discovered by the Contractor, the problem shall be referred to the Bid Coordinator as soon as possible for resolution by the Engineer. Should a conflict occur which is not resolved before bid time and/or is necessary to comply with mandatory requirements (i.e., codes, ordinances, etc.), it shall be the Contractor's responsibility to price and bid the highest value method.

The undersigned proposes and agrees to begin the work on a date to be specified in a written order of the Owner and to complete the amount of work herein contemplated no later than June 30, 2016.

The bidder hereby agrees to enter into a contract to begin and complete said work according to plans, specifications and all the terms and conditions of the advertisement, instructions to bidder, and of the proposal, and within ten (10) days from the date of acceptance of this proposal, will furnish bonds and insurance.

Attached hereto is a bid bond or certified check for the sum of 5%

\_\_\_\_\_ (\$ \_\_\_\_\_) Dollars payable to the City of Columbia, which check shall be held by the City (1) until the successful bidder shall have executed, as required, the contract and bond, and (2) in the event that the contract is awarded to the undersigned and he shall fail to execute, as required, the contract and bond, then the said check shall be retained as and for liquidated damages for such failures, otherwise the said check shall be returned to the undersigned.

The undersigned hereby agrees that the City has the right to reject any or all bids and the undersigned shall not dispute the quantities used in preparing the bids.

Respectfully submitted,

SEAL  
(if bid is by a Corporation)

\_\_\_\_\_  
Signature of Person, Firm or Corporation  
Making Bid

\_\_\_\_\_  
Title

\_\_\_\_\_  
Business Address

BID BOND

KNOW ALL MEN BY THESE PRESENTS that we, the undersigned \_\_\_\_\_ as Principal, and \_\_\_\_\_ as Surety, are hereby held and firmly bound unto The City of Columbia, South Carolina, as owner, in the penal sum of \_\_\_\_\_

\_\_\_\_\_ for payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, personal representatives, administrators, successors and assigns.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

The condition of the above obligation is such that whereas the Principal has submitted to the CITY OF COLUMBIA a certain bid, attached hereto and hereby made a part to enter into a contract in writing, for the **Project: #SS6786 Annual Contract for Rehabilitation of Sanitary Sewer Manholes – The Re-Bid**

NOW, THEREFORE:

- (a) If said Bid shall be rejected, or in the alternate,
- (b) If said Bid shall be accepted, and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said Bid) and shall furnish a bond for his faithful performance of contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Bid,

then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Owner may accept such Bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

\_\_\_\_\_  
Attest Principal

\_\_\_\_\_  
Attest Surety

SEAL By: \_\_\_\_\_

Countersigned

By \_\_\_\_\_

Attorney-in-Fact

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, \_\_\_\_\_, certify that I am the secretary of the corporation named as principal in the within bond; that

\_\_\_\_\_, who signed the said bond on

behalf of the principal was then the \_\_\_\_\_ of the said corporation and duly authorized to sign on the said corporation's behalf; that I know the signatory's signature and the signatory's signature on the within bond is genuine; and, that the said bond was duly signed, sealed and attested to, for and on behalf of the said corporation.

\_\_\_\_\_  
(Corporate Seal)

By: \_\_\_\_\_  
Its: Secretary

(Power-of-attorney for person signing for surety company must be attached to bond.)

CITY OF COLUMBIA, SC

BID PROPOSAL FORM \_\_\_\_\_, ATTACHMENT \_\_\_\_\_  
IFB NO. \_\_\_\_\_

**PROJECT: # SS6786 ANNUAL CONTRACT FOR REHABILITATION OF  
SANITARY SEWER MANHOLES – THE RE-BID**

**Bid Proposal / Mentor-Protégé Agreement**

The above-referenced Invitation For Bid has been reserved for bidding by approved Mentor-Protégé Teams only. As part of the compliance with the requirements of the City of Columbia Mentor-Protégé Program Guidelines, this Bid Proposal / Mentor-Protégé Agreement is a material representation by the parties for bidding purposes. This Agreement identifies the members of the bidder's Mentor-Protégé Team that will be performing on this contract, and this Agreement shall be incorporated into the contract documents in the event this Mentor-Protégé Team is awarded a contract pursuant to the bid submitted in response to the above-reference IFB.

The Mentor and the Protégé have reached an agreement regarding the scope of work that shall be performed by each party in performance of this contract, the related costs associated with each such scope of work, and the nature of the contractual relationship that shall exist between the Mentor firm and the Protégé firm for purposes of the performance of this contract. Both parties have participated in the preparation of the bid proposal.

It is understood and agreed that for purposes of this bid and any subsequent contract award, no substitutions for either member of this Mentor-Protégé Team shall be made without good cause and without the express written prior approval of the Department of Utilities and Engineering, Compliance Division. As a condition of contract award, the parties shall submit to the Department of Utilities and Engineering, Compliance Division a copy the Implementation Plan between the parties regarding respective scopes of work to be performed and a Compensation Plan for this project. **Failure to submit this Plan in good faith shall result in the rejection of the bid as non-responsible and / or non-responsive.**

\_\_\_\_\_  
Mentor's Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Protégé's Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Responsible Party



# NONCOLLUSION AFFIDAVIT

City of \_\_\_\_\_

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

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

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

(1) He is \_\_\_\_\_ ( Position ) of \_\_\_\_\_ (Company Name),  
the Bidder that has submitted the attached Bid for \_\_\_\_\_ (Project)

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

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

(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 Bid has been submitted or to retain 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 City of Columbia, S.C. or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached Bid 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)

**Subscribed and sworn to before me**

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(Notary Public)

SEAL

My commission expires \_\_\_\_\_



## EQUAL EMPLOYMENT OPPORTUNITY

- A. During the performance of this Contract, the Contractor agrees as follows:
1. The Contractor shall not discriminate against any employee, or applicant for employment, because of race, religion, color, sex, or national origin. As used herein, the words "shall not discriminate" shall mean and include, without limitation, recruited, whether by advertising or other means; compensated, whether in the form of rates of pay, or other forms of compensation; selected for training including apprenticeship; promoted; upgraded; demoted; downgraded; transferred, laid-off; and terminated.
  2. The Contractor shall in all solicitation or advertisement for employees, placed by or on behalf of the Contractor state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex or national origin.
  3. The Contractor shall send to each labor union or representative of the workers, with which the Contractor has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or worker's representative of the Contractor's commitments under the Equal Employment Opportunity Program of the Owner and under this Article and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
  4. The Contractor and his subcontractors shall file compliance reports at reasonable times and intervals with the Owner in the form and to the extent prescribed by the Owner. Compliance reports filed at such times as directed shall contain information as to the employment practices, polices, programs and statistics of the Contractor and their subcontractors.
- B. The Owner is committed to ensuring full and equitable participation by subcontracting businesses in provision of goods and services on a contractual basis. Bidders shall be fully informed of the Subcontracting Outreach Program as set forth in the contract documents. The program requires bidders to make subcontracting opportunities available to a broad base of qualified subcontractors and to meet or exceed the mandatory level of subcontracting participation. The Owner supports a healthy, free market system that seeks to include responsible businesses and provide maximum opportunities for business growth and development.
- C. The Contractor shall identify all subcontractors and vendors, including Disadvantaged Business Enterprises, Disabled Veteran Business Enterprises and Other Business Enterprises, to be used on this project on the sheet provided as part of the bid proposal. The Contractor shall require all subcontractors and vendors to keep their bids confidential. The Contractor shall, in performance of the Contract, only use those subcontractors and vendors upon which the Contractor's bid was based. Subcontractor and vendor substitutions shall only be made upon the Owner's approval. The Contractor shall enter into contracts with those subcontractors and vendors, in the same dollar amount upon which the Contractor's bid was based, prior to award of the Contract. Such contracts shall be contingent upon award of the Contract by the Owner and the Owner's Notice to Proceed to the Contractor. Further, such contracts shall constitute a Condition Precedent to the Owner's obligation to pay for any work performed under the Contract for Construction. Each pay request shall identify the dollar amount that will be paid to each subcontractor and vendor for work performed and materials/products furnished under the Contract. The Contractor shall provide the name of each subcontractor and vendor and a description of the work performed and materials/products furnished by each subcontractor and vendor and the dollar amount to be paid to each subcontractor and vendor.



IMMIGRATION REFORM BILL  
STATEMENT OF EMPLOYMENT VERIFICATION ELIGIBILITY  
BY GENERAL CONTRACTORS

Under the South Carolina General Assembly Immigration Reform Bill, state law requires all public employers to take steps to ensure their General Contractors comply with the law's employment verification requirements.

To meet the law's obligations, the City of Columbia is requiring that all General Contractors

- (1) comply with the verification requirements of the Immigration Reform Bill and
- (2) provide to the City of Columbia documentation needed to establish compliance or that the law does not apply to the Contractors ( and any subcontractors or sub-subcontractors).

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

Project: # \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_  
( Company Name )

Will comply with employment verification requirements under the South Carolina General Assembly Immigration Reform Bill as referenced above.

\_\_\_\_\_  
( Signature )

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



**City of Columbia**  
**Qualification Statement**  
**Local Business Enterprise (LBE)**  
 (DEPARTMENT OF UTILITIES & ENGINEERING)  
 Revised 1.10.14

By checking all boxes below, I certify that **My Company** meets all of the following qualifications to be eligible for the local vendor preference. I understand qualifications **will** be researched and verified by the Compliance Team. The City reserves the right to audit the company's qualifications for the local vendor preference as the City deems necessary and re-certify the company at least once every four years. A company must be certified PRIOR to bid openings. Yes, my company:

- Is independently owned and operated (Ownership of a local business must be direct, independent, and by individuals and/or other businesses within the Columbia-Newberry CSA. Company owner **must** provide document verification of local residency. (Copy of driver's License, utility bill, most current individual or corporate state and/or federal tax return).
- Is in good standing with State of South Carolina (LBE firm must be in good standing with the State of South Carolina regarding its payments of taxes and required business licenses).
- Has a business license in one of the 7 counties making up the CSA jurisdiction.
- Has at least one year of presence within the CSA Jurisdiction (LBE must have presence within any of the 7 CSA jurisdictions for at least one year prior to applying for LBE Certification issued by the City of Columbia).  
*7 CSA Jurisdictions include: Calhoun, Fairfield, Kershaw, Lexington, Newberry, Richland and Saluda.*
- Has at least 50% of employees residing within any of the 7 CSA jurisdictions. Applicant must attach a list of all owner/employee addresses and submit with this Qualification Statement - - *Names are optional, give street address, city, state & zip. (This rule applies to full-time, part-time and contract employees.)*

**Note: Term of certification:** Certification is valid for a period of 4 years from issue date. 30 days prior to expiration the LBE firm may submit documentation to re-certify.

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Type of Products or Services:** \_\_\_\_\_

**Please self-identify ownership as one:** Minority\_\_\_ Women-owned\_\_\_ Other\_\_\_ (tracking purposes only)

**Current Business License Number:** \_\_\_\_\_ **County?** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_ **COC Vendor #** \_\_\_\_\_

I certify with my signature below that all of the information given above is true and accurate to the best of my knowledge. I also recognize that by signing that any false information indicated above may lead to penalties or sanctions.

**Owner's Name:** \_\_\_\_\_ (Print) \_\_\_\_\_ (Signature)

**NOTARY - Sworn to before me this** \_\_\_\_\_ **day of** \_\_\_\_\_ **20** \_\_\_\_\_

**Notary Public for the State of** \_\_\_\_\_ **My Commission Expires:** \_\_\_\_\_

**Notary Name:** \_\_\_\_\_ (Print) \_\_\_\_\_ (Signature)

Please submit this **ORIGINAL** document to:  
 Department of Utilities and Engineering  
 Attn: LBE Administrator / Team  
 PO Box 147 / 1136 Washington Street, 5<sup>th</sup> Floor  
 Columbia, SC 29217

Tel: (803) 545 3369  
 Fax: (803) 545-4130  
 Email: [evcassell@columbiasc.net](mailto:evcassell@columbiasc.net)

Qualified /  Not Qualified: \_\_\_\_\_ **Date:** \_\_\_\_\_  
 (Compliance Authorized Signature)