

# Irmo Chapin Recreation Commission Bid Invitation

**Bid Title:** Saluda Shoals Park –Entrance Building Renovations  
**Mailing/Posting Date:** May 12, 2026  
**Bids will be received until:** May 21, 2026 at Administrative Offices at 2:00 PM

**Direct inquiries to:**  
Jay Downs, Superintendent  
(803)213.2004

**Bids should be mailed to:**  
Jay Downs, Superintendent  
Irmo Chapin Recreation Commission  
5605 Bush River Road  
Columbia, SC 29212

**Or hand carried to:**  
Administrative Office  
Irmo Chapin Recreation Commission  
5605 Bush River Road  
Columbia, SC 29212

## **SUBMITTER INFORMATION**

Vendor Name: \_\_\_\_\_

Street Address/PO Box: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Federal I.D./SSN: \_\_\_\_\_

Contact Person: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Facsimile Number: \_\_\_\_\_


## **MUST BE SIGNED TO BE VALID**

I understand that Irmo Chapin Recreation Commission (ICRC) reserves the right to reject any and all proposals, the right in its sole discretion to accept the proposal it considers more favorable to ICRC's interest, and the right to waive minor irregularities in the procedures. ICRC further reserves the right to reject all proposals and seek new proposals when such procedure is reasonably in the best interest of ICRC. ICRC also reserves the right to award portions of this bid to separate vendors. I also certify that this proposal is made in all respects fair and without collusion or fraud. I agree to abide by all conditions of this proposal and certify that I am authorized to sign this proposal.

Authorized Signature: \_\_\_\_\_

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

 <p>IRMO CHAPIN RECREATION COMMISSION</p>	<p><b>IRMO CHAPIN RECREATION COMMISSION (ICRC)</b></p> <p><i>Administration Office 5605 Bush River Road Columbia, SC 29212</i></p>	<p>BID Date: Contact: Jay Downs Superintendent Email: <a href="mailto:jdowns@icrc.net">jdowns@icrc.net</a> Phone: (803)213-1184</p>
--	--	---

**SUBMISSION REQUIREMENTS**

1. A PROPOSAL MUST BE RECEIVED AT THE ABOVE MAILING ADDRESS NO LATER THAN *TIME ON DATE*. ATTENTIONED TO JAY DOWNS (as stated above).
2. SUBMITTER INFORMATION AND SIGNATURE PAGE (Pg 1), SUBMISSION REQUIREMENTS (Pg 2 & 3)
3. QUESTIONS

All questions regarding this bid must be submitted in writing and faxed or emailed to Jay Downs at (803)772-6865 or [jdowns@icrc.net](mailto:jdowns@icrc.net). Reponses to questions will be distributed to all firms which have received an original bid from Irmo Chapin Recreation Commission.

4. INFORMATION AND INSTRUCTIONS

All bid sheets and this form must be submitted in a sealed envelope. The face of the envelope shall contain the bid title (**Saluda Shoals Park – Entrance Building Renovations**), and the date and time of bid opening. Bids not submitted on this bid form will be subject to rejection. The Commission assumes no responsibility for unmarked or improperly marked envelopes. Bids, amendments or withdrawal requests must be received by the time advertised for bid opening. It is the vendor’s sole responsibility to insure that bid documents are received by the time and date indicated in the solicitation notice. All prices and notations shall be printed in ink or typewritten. Errors shall be crossed out and corrections entered and initialed by the person signing the bid. No bid shall be altered or amended after the specified time for opening. By submission of a bid, the vendor shall guarantee that all goods and services shall meet the requirements of the solicitation.



**IRMO CHAPIN RECREATION  
COMMISSION (ICRC)**

**Administration Office  
5605 Bush River Road  
Columbia, SC 29212**

BID Date:  
Contact: Jay Downs  
Superintendent  
Email: jdowns@icrc.net  
Phone: (803)213-1184

**1.0 Scope of Work:**

The Irmo Chapin Recreation Commission request bids for Saluda Shoals Park Entrance Building Renovations

**2.0 Definitions:**

- 2.1 **ICRC** – Irmo Chapin Recreation Commission
- 2.2 **Contractor** – General Contractor who has been awarded this bid.
- 2.3 **West Gate** – Park entrance located at Administration Building off Bush River Road
- 2.4 **East Gate** – Entrance off St. Andrews Road providing access to East Entrance to Park

**3.0 Existing Conditions**

Contractor shall provide all labor, equipment and materials to perform all work required to perform work as identified in this bid package. The accompanying Bid Sheet will break down this work into individual bid items


**4.0 Specifications for East Gate Building Modifications.**

- 4.0.1** Demo existing block & ticket window and replace with 36” inswing door

**5.0 Specifications for West Side Entry Gate Building (Enclose existing structure to create a conditioned space for park employees**

- 5.1a** Concrete curbing to control surface water
- 5.1b** Wood framing of walls & ceiling as required
- 5.1c** Insulation – walls R-13 & ceiling R-30
- 5.1d** Split face block veneer up to 4’ – Match adjacent building
- 5.1e** Fiber cement siding – from block up to soffit
- 5.1f** Fiber Cement trim, cornice, etc.
- 5.1g** New metal roof
- 5.1h** Drywall – interior walls & ceiling
- 5.1i** Basic interior trim – baseboard, door trim, window trim
- 5.1j** (2) Vinyl sliding doors
- 5.1k** (2) Vinyl 3050 windows – Front & Back
- 5.1l** Electrical – 6 outlets, 2 interior lights, 2 exterior lights. Using existing circuits.
- 5.1m** HVAC – 1 PTAC unit
- 5.1n** Painting – interior & exterior

**5.2 Other Materials** - All other waste materials generated, shall be removed from the property and properly disposed of by the Contractor. This includes old asphalt, concrete, and cleanings from equipment etc.

 <p><b>IRMO CHAPIN RECREATION COMMISSION</b></p>	<p><b>IRMO CHAPIN RECREATION COMMISSION (ICRC)</b></p> <p><i>Administration Office 5605 Bush River Road Columbia, SC 29212</i></p>	<p>BID Date: Contact: Jay Downs Superintendent Email: jdowns@icrc.net Phone: (803)213-1184</p>
---	--	--

**10.0 Indemnification**

**10.1 Hold Harmless and Indemnification** - The contractor shall protect, save, and keep the ICRC forever harmless and indemnified from any damages (including fines or penalties) arising as a result of accidents, injuries, or other occurrences, caused by the negligence or willful conduct of the contractor, its employees, or subcontractors on the Property to conduct the demolition activities contemplated herein, regardless of who the injured party may be. Notwithstanding the foregoing, ICRC shall not be responsible for that proportionate share of the damages arising from the negligent or willful conduct of the contractor, its employees, or sub-contractors.

**10.2 Environmental Indemnification and Hold Harmless** - The contractor shall indemnify and hold the ICRC harmless from any and all claims, demands, judgments, orders, or damages resulting from hazardous substances discharged onto the Property by the contractor, its employees, or sub-contractors in connection with the resurfacing or trail construction activities contemplated herein. The term "hazardous substances," as used herein, shall mean any substance heretofore or hereafter designated as hazardous under the Resource Conservation and Recovery Act, 42 U.S.C. Sec. 6901 et seq.; the Federal Water Pollution Control Act, 33 U.S.C. Sec. 1257 et seq.; the Clean Air Act, 42 U.S.C. Sec. 2001 et seq.; the Comprehensive Environmental Response Compensation and Liability Act of 2080, 42 U.S.C. Sec. 9601 et seq.; or the Hazardous Waste Cleanup-Model Toxics Control Act, RCW 70.105D, all as amended and subject to all regulations promulgated there under.

**Bid Submittal Requirements**

Bidders will provide the following information

- I. Provide copy of certificate of insurance.
  
- II. Each Bid must be accompanied by a certified check or Bid Bond in an amount not less than 5% of the bid payable to the owner. Duly executed by the bidder as principal and having as surety thereon a surety company licensed to do business in the State of South Carolina and listed in the latest issue of US. Treasury Circular 570.
  
- III. The successful Bidder for this contract will be required to furnish a satisfactory Performance Bond and Payment Bond in the amount of 100% of the awarded contract duly executed by the General Contractor as principal and having as surety thereon a surety company licensed to do business in the State of South Carolina and listed in the latest issue of US. Treasury Circular 570.
  
- IV. Provide at least three references of customers who had similar work conducted by your company.
  
- V. Provide time frame to complete work – Submit a bar chart that identifies elements and time frame to complete.
  
- VI. Supply all documentation of licenses and certification required to abate and dispose of hazardous material.



**IRMO CHAPIN RECREATION  
COMMISSION (ICRC)**

*Administration Office  
5605 Bush River Road  
Columbia, SC 29212*

BID Date:  
Contact: Jay Downs  
Superintendent  
Email: jdowns@icrc.net  
Phone: (803)213-1184

**Bid Submittal Document**

All bid components are required to be filled in for bid to be eligible for consideration

**\*Unit Pricing can be separately awarded**

<u>Bid Components</u>		<u>Unit Price</u>
East Gate Building Modifications	4.0	\$ _____
West Side Entry Gate Building	5.0	\$ _____
<b>Total All (Extended Pricing)</b>		<b>\$ _____</b>

**Comments / Proposed Addendum**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**Address:** \_\_\_\_\_ **Ph.** \_\_\_\_\_

**Company Representative:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

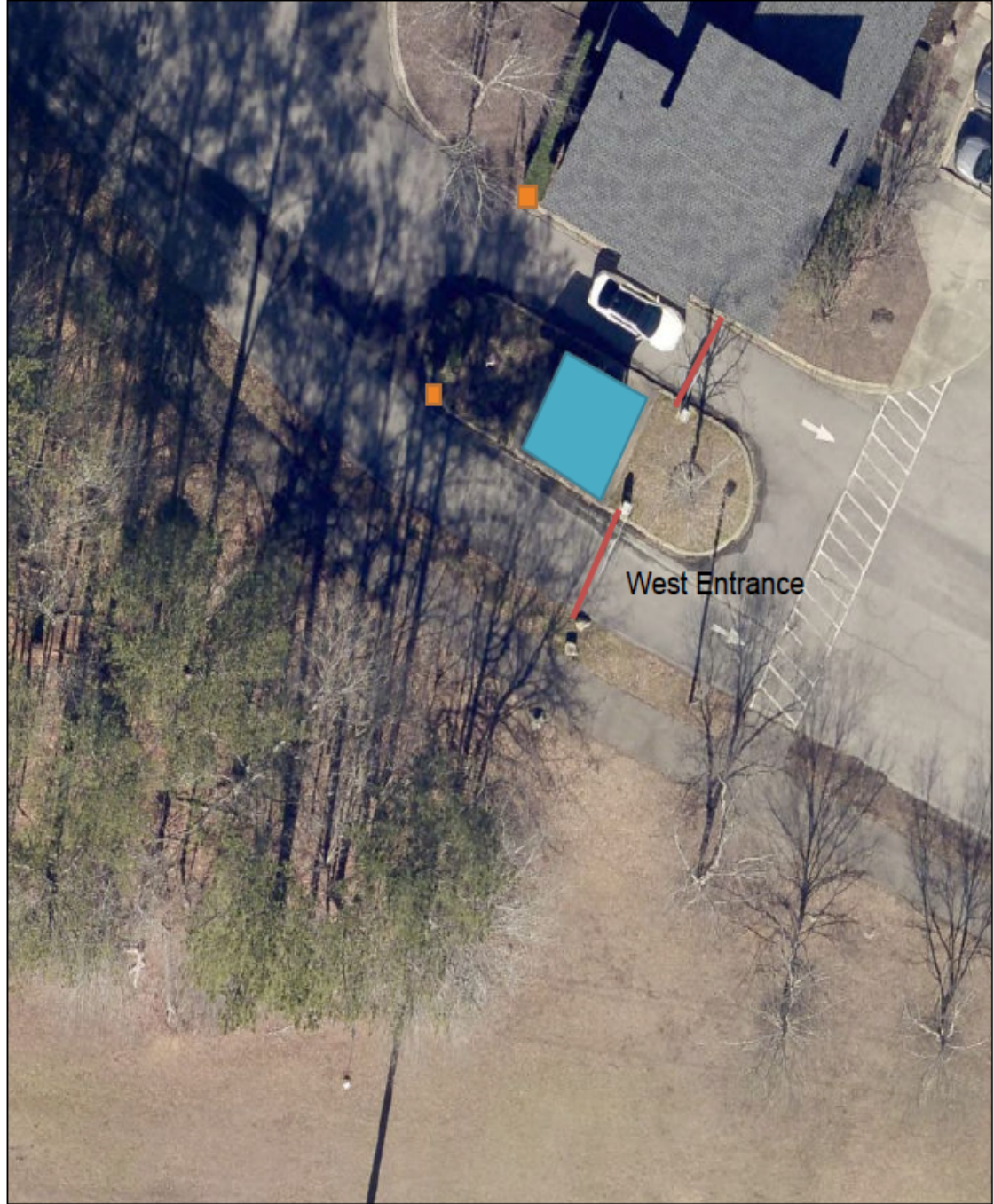


**IRMO CHAPIN RECREATION  
COMMISSION (ICRC)**

*Administration Office  
5605 Bush River Road  
Columbia, SC 29212*

BID Date:  
Contact: Jay Downs  
Superintendent  
Email: [jdowns@icrc.net](mailto:jdowns@icrc.net)  
Phone: (803)213-1184

**Lexington County Map**





**IRMO CHAPIN RECREATION  
COMMISSION (ICRC)**

*Administration Office  
5605 Bush River Road  
Columbia, SC 29212*

BID Date:  
Contact: Jay Downs  
Superintendent  
Email: jdowns@icrc.net  
Phone: (803)213-1184

**Lexington County Map**

