



**HORRY GEORGETOWN
TECHNICAL COLLEGE**

REQUEST FOR QUOTE AMENDMENT 1

Solicitation Number: RFQ0060-26
Date Issued: October 14, 2026
Procurement Officer: Toni Richardson
Phone: 843-349-3680
E-Mail Address: Toni.richardson@hgtc.edu

DESCRIPTION: Remove Existing **Non-Asbestos VCT** and Replace with Sheet Rubber Flooring at Grand Strand Campus

The Term "Offer" Means Your "Bid" or "Proposal"

SUBMIT OFFER BY (Opening Date/Time): October 19, 2026 at 4:00 P.M. (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: October 13, 2026 by 3:00 P.M. (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: (1) One

SUBMIT YOUR BID TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:

Horry Georgetown Technical College
Procurement Office,
PO Box 261966
Conway, SC 29528

PHYSICAL ADDRESS:

Horry Georgetown Technical College
Procurement Office,
Bldg. 100, Room 120
2050 Hwy. 501 E., Conway, SC 29526

BIDS MAY BE EMAILED TO TONI.RICHARDSON@HGTC.EDU OR HAND DELIVERED TO EITHER ADDRESS ABOVE, IN A SEALED ENVELOPE MARKED WITH SOLICITATION NAME AND NUMBER.

CONFERENCE TYPE: Pre-Bid and Site Visit
DATE & TIME: ~~October 7, 2026~~ @ 2:30 P.M.

As appropriate, see "Conferences – Pre-Bid/Proposal" & "Site Visit" provisions

LOCATION:
HGTC – Grand Strand Campus
3501 Pampas Drive
Conference Room, Speir Building 1000
Myrtle Beach, SC 29577

AWARD & AMENDMENTS

Award will be posted on October 21, 2026. The award, this solicitation, any amendments, and any related notices will be posted at the following web address:
<https://www.hgtc.edu/purchasing>

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, you agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of ninety (90) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)		Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.
AUTHORIZED SIGNATURE (Person must be authorized to submit binding offer to contract on behalf of Offeror.)		
TITLE (Business title of person signing above)		STATE VENDOR NO. (Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)
PRINTED NAME (Printed name of person signing above)	DATE SIGNED	STATE OF INCORPORATION (If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)

(See "Signing Your Offer" provision.)

☐ Sole Proprietorship

☐ Partnership

☐ Other _____

☐ Corporate entity (not tax-exempt)

☐ Corporation (tax-exempt)

☐ Government entity (federal, state, or local)

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business) 	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause) Area Code - Number - Extension Facsimile E-mail Address
PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause) ☐ Payment Address same as Home Office Address ☐ Payment Address same as Notice Address (check only one)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses) ☐ Order Address same as Home Office Address ☐ Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS
 Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT.** VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES. [11-35-1524(E)(4) &(6)]

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

☐ In-State Office Address same as Home Office Address
☐ In-State Office Address same as Notice Address (check only one)

PURPOSE OF THIS AMENDMENT:

This solicitation is amended as provided herein. The purpose of this amendment is to provide answer to question submitted and to provide an updated Scope of Work and revised Bidding Schedule.

The following clause from the solicitation is being included for reference purposes:

AMENDMENTS TO SOLICITATION (JAN 2004): (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: www.hgtc/purchasing (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. [02-2A005-1]

1. **QUESTION:** The Request for Quote calls for removal of existing carpet, but from the Pre-Bid Meeting it was determined that the existing flooring is non-asbestos VCT. Is this accurate?

HGTC RESPONSE: The current flooring to be removed is non-asbestos VCT.

I. SCOPE OF SOLICITATION

Horry-Georgetown Technical College is seeking qualified vendors to submit bids for labor and materials to remove non-asbestos VCT in two (2) Radiology Labs that are approximately 322 sq. ft. each, patch and level floors, clean, prepare floor, and replace flooring with sheet rubber flooring and cove base as specified in Scope of Work. This work is located at the HGTC Grand Strand Campus Building 1000. **This work is to be completed the week of December 5, 2026.**

PURPOSE

III. SCOPE OF WORK

This project is for flooring demolition and installation of Nora rubber sheet flooring at 3501 Pampas Dr, Myrtle Beach SC 29577, Building 1000, Room 1145 A and B two (2) radiology labs. The classroom is not included in the scope of work. The rooms are approximately 322 square ft. each. Approximately 100 square ft. of 6" cove base is part of this job. Two (2) 3' transitions will be included. It is the responsibility of the contractor to verify all measurements. This 2mm thick sheet flooring will be butt seamed. This work is to be done to the above manufacturer's specifications-ASTM F710. There are 2 Xray machines that will be replaced. Floor patching and leveling will be completed by the flooring contractor. GE requires the floor to be level within 1/16 inch for proper placement of the new Xray machines. **The flooring contractor will coordinate with HGTC staff and GE representatives for the exact date of this work, which is expected to be the week of December 5, 2026.**

This project is for non-asbestos VCT removal General Requirements for Interior Services

1. Contractors shall provide all apparatus for safe operation. Contractors will be responsible for supplying and erecting appropriate barricades and/or cones, safety tape, and signs before work commences to ensure safety of all faculty, staff, students and visitors.
2. Contractors must have ample supplies and equipment on a daily basis.
3. Contractors will pick up and properly dispose of any debris in the area. The colleges dumpsters shall not be used.
4. Contractors must always have appropriate licenses, permits, and insurance before any contract work can commence. All costs for required licenses, permits, and insurance shall be borne by the contractor. Work Schedules: The start and completion dates are stated above and will be communicated to Contractors prior to agreement/commencement of work.

Contractor must provide the name and contact information of any subcontractors to be utilized for this project.

The College will provide details of the work schedule during the pre-performance conferences conducted with selected Contractors. Due to the functionality of some buildings on campus, night, weekend work - Saturday & Sunday - should be included. No classes will be disturbed during this work. Space will be provided next to the building(s) for a storage container and dumpster which will be provided by the contractor.

Bids shall include all materials and labor to complete the current non-asbestos VCT removal, floor preparation, and provide new flooring and installation. New sheet rubber flooring may require welded seams as required. All pricing shall be F.O.B with destination freight included.

*****Contractor will be required to provide a copy of their City of Myrtle Beach Business License.**

3.1 INSPECTION OF FLOORING INSTALLATIONS

The Contractor shall protect finished floors.

The Contractor shall remove all waste, excess materials of new flooring, tools, etc. from the area. HGTC may retain scraps if desired. The installed flooring areas shall be thoroughly cleaned.

Upon completion of the installation and cleaning, the Contractor shall notify the HGTC Maintenance Manager for final inspection prior to acceptance.

Complete installation shall be inspected by HGTC personnel prior to final payment. Contractor must complete any punch-list items within three (3) business days after receipt of punch-list.

The Contractor shall correct any damage to finished surfaces caused by work under this contract without charge to HGTC prior to acceptance of installation.

Any damage to existing fixtures, utilities or finished surfaces resulting from the performance of this contract shall be repaired at the Contractor's expense.

Installed flooring shall be free of spots, dirt or soil.

The Contractor shall remove all debris from the premises unless otherwise directed. Space will be provided for Contractor's dumpster.

3.2 INDIVIDUAL JOB SITE VISITS AND QUOTE INFORMATION:

If required, HGTC shall make every effort to have building floor plans available at the time of a site visit.

Contractor's representative should visit the site during the Pre-Bid Conference/Site Visit as indicated on page one (1) of this document to familiarize themselves with the extent of the work to be performed and any conditions that may in any manner affect the work to be done and the equipment, materials and labor required. Contractor's representative is responsible for obtaining accurate onsite measurements. Reviewing plans in no way relieves the contractor's representative or installation partner of this responsibility. Contractor's representative should measure the areas to have new flooring installed to determine the actual number of square yards/square feet required to complete the installation. Contractor should add 10% for attic stock in quote.

3.3 COLLEGE BUILDING GUIDELINES:

a) Contractor must coordinate parking with HGTC Maintenance Manager prior to start of work. Parking may be limited.

b) Regular Business Hours are Monday – Thursday 7:45 am – 5:00 pm, Friday 8:00 am – 12:30 pm. All services shall be coordinated with the Maintenance Manager to minimize disruption. Work shall be performed during approved hours, and adjacent surfaces shall be protected.

c) Work may be required after regular College hours and weekend hours and will require coordination with the Maintenance Manager and Campus Security.

d) Fraternalization between Contractor's employees and HGTC employees and students is strictly prohibited (zero tolerance).

e) Contractor's employees shall take all reasonable means not to interrupt the flow of traffic in building corridors, lobbies, and stairs. All necessary and reasonable safety precautions shall be taken to prevent injury to building occupants while transporting materials and equipment through the building to the work area. Providing safe, accessible, plywood pedestrian ways around construction may be required if a suitable alternative route is not available.

f) HGTC will not tolerate rude, abusive, or degrading behavior on the job site. Heckling and cat-calling directed toward staff or any other person on HGTC property is strictly prohibited. Any contractor whose employees violate this requirement may be asked to leave the job site immediately.

g) Use of HGTC communications facilities (telephone, computers, etc.) by the Contractor is prohibited.

h) Contractor is responsible for removal of all waste from the site. Construction waste must not be placed in HGTC dumpsters.

i) Damage to State property: Extreme care shall be exercised to avoid damaging trees, shrubs, plants, containers, buildings, or other structures. If any of the above is damaged or destroyed due to negligence of the contractor, it will be the responsibility of the contractor to repair or replace at no cost to HGTC.

j) Contractor and their staff should have a form of identification on at all times during the job.

k) Smoking and use of all tobacco products is prohibited.

l) Contractors must also adhere to HGTC's policy of maintaining a drug-free workplace.

3.4 FLOORING AND COVE BASE SPECIFICATIONS:

For consistency and esthetics purposes, HGTC has chosen specific sheet rubber flooring, and cove base that will be used for this project as follows:

Nora rubber sheet floor-Noraplan Sentica

Color - 6524 Frost Bite 2MM

Cove base-6" Roppe Pinnacle rubber

Color - 197 Iceberg

VII. BIDDING SCHEDULE

This Bidding Schedule must be completed and submitted with bid package. ***This document is required.***

Grand Strand Campus Building 1000, Rms 1145 A & B (Preferences are defined on pages 9-10 of original document).

ITEM	QTY.	DESCRIPTION	PRICE
01	1 job	2 Radiology Labs: Labor and installation: Removal of existing non-asbestos VCT , clean and prep floor. Install sheet rubber flooring, cove base and transitions. Resident Contractor Preference____ Resident Sub-Contractor Preference____	\$
02	1 lot	2 Radiology Labs: Supplies and Materials to include flooring, cove base and transitions for 2 rooms. Contractor should add 10% attic stock to price. South Carolina End Preference____ United States End Preference____	\$
GRAND TOTAL			\$

Authorized Signature

Date