

**ARTIFICIAL TURF INSTALLATION  
BID MANUAL**

**JANUARY 2026**

**CITY OF NORTHAUGUSTA  
61 CLAYPIT RD.  
NORTH AUGUSTA, SC 29841  
803-441-4244**



## REQUEST FOR PROPOSALS

The City of North Augusta will receive SEALED proposals from contractors for the Installation of Artificial Turf until Tuesday January 27th, 2026 at 1:30pm. at the North Augusta Operations Facility 61 Claypit Rd., North Augusta, South Carolina 29841 at which time, and place all proposals will be publicly opened and read aloud.

For inquiries contact:

Roy Kibler

803-441-4244

e-mail: [rkibler@northaugustasc.gov](mailto:rkibler@northaugustasc.gov)

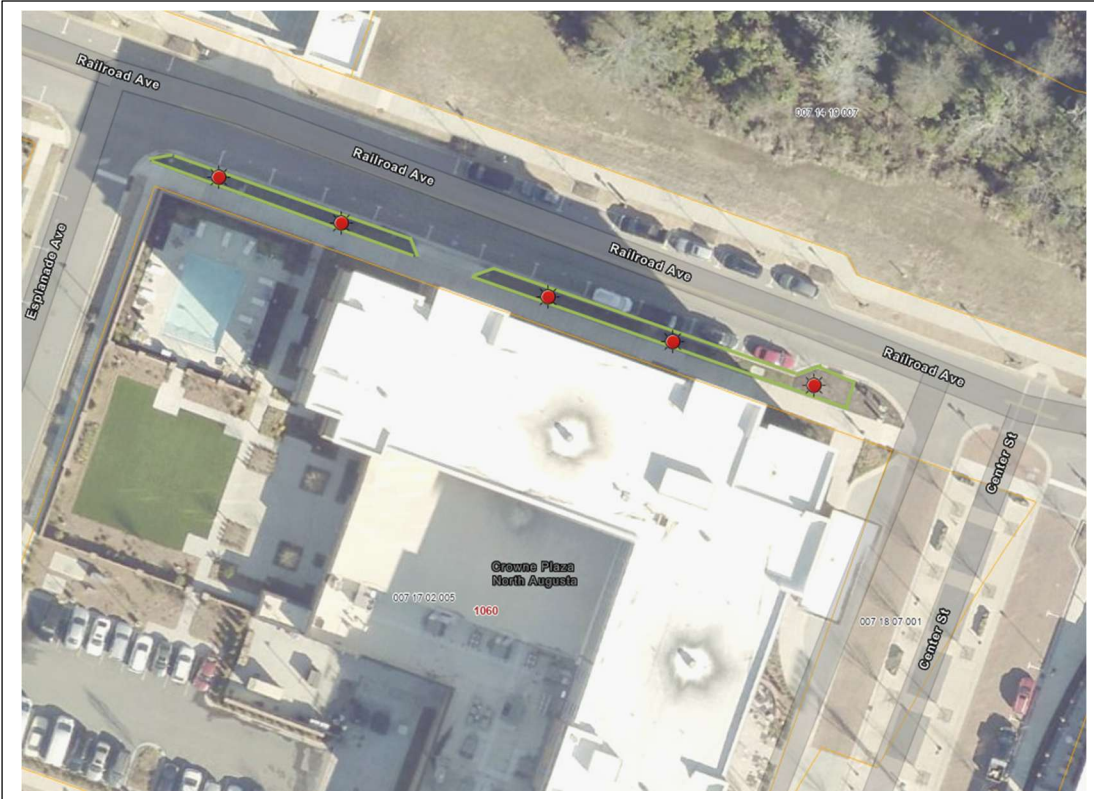
The Owner reserves the right to waive technicalities and/or formalities and to reject any and all bids.

# Information for Bidders

## 1. SCOPE OF WORK

Installation of Artificial Turf along the right of way in two separate areas:

**Area #1:** Is located between the curb and sidewalk on Railroad Avenue adjacent to the Crowne Plaza Hotel. Estimated Sq. Ft.: 1400



**Area #2:** Georgia Avenue Median at Center St. Estimated Sq. Ft.: 850



The Scope of Work includes the following tasks to be performed by the selected contractor(s):

- Provide all necessary material, labor, equipment, and traffic control measures to perform the installation of the artificial turf in the highlighted areas for Area #1 and #2.
- Implement traffic controls during installation along Georgia Ave. per SCDOT guidelines.
- Installer shall refer to the Synthetic Turf Council Technical Guidelines for comprehensive performance and maintenance guidelines.
- The selected Artificial Turf for installation is a; ENVYPLAY Code# COOO414
- Installation Process: Utilize the installation manual for detailed steps on preparing the base, spreading the turf, and adding the infill material.
- Product Selection: Choose the appropriate synthetic turf based on the intended use, face weight and performance rating.
- Use synthetic borders along the perimeter of the areas for anchoring the artificial turf to.
- Keep artificial turf 5ft. away from both sides of the street trees on Railroad Ave.
- Protect persons, vehicles, landscape planting, street trees, et., from any potential damage during artificial turf installation.
- Clean up after installation is complete, and remove any and all tools, debris, and equipment associated with the artificial turf installation.
- Complete no later than March 13th, 2026.

## 2. WORK SCHEDULE

All work must be conducted between the normal construction work hours: 7am – 7 pm

## 3. RECEIPT AND OPENING OF BIDS

The City of North Augusta will receive bids until Thursday January 27th, 2026 at 1:30 p.m.

At the North Augusta Operations Facility, at which time and place all bids will be publicly opened and read aloud. All proposals must be submitted to Roy Kibler, Superintendent of Property Maintenance, City of North Augusta, 61 Claypit Rd. North Augusta, SC 29841. All proposals must be submitted in a sealed envelope clearly marked "Artificial Turf Installation Project". Proposals which are hand delivered should be delivered to the front office at the Operation Facility, 61 Claypit Rd. The City of North Augusta will not be responsible for late mail deliveries, and no proposals will be accepted after the date and time specified above.

The OWNER may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified above shall not be considered. No bidder may withdraw a bid within thirty (30) days after the actual date of the opening thereof.

#### 4. SUBCONTRACTORS

The bidder is specifically advised that any person, firm or other party to whom it is proposed to award a subcontract under this contract must be acceptable to the OWNER.

#### 5. QUALIFICATION OF BIDDER

The Bidder shall demonstrate experience in projects of similar scope and magnitude by providing references and project summaries. The owner may make such investigations as it is deemed necessary to determine the ability of the bidder to perform the work, and the Bidder shall furnish to the Owner all such additional information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be acceptable.

#### 6. CONDITIONS OF WORK

Each bidder must inform himself fully of the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of the obligation to furnish all material and labor necessary to carry out the provisions of the contract. The areas are available for inspection anytime.

#### 7. ADDITIONAL INFORMATION AND ADDENDA

No additional information will be provided to any bidder orally. Each request for such information should be in writing, addressed to the Owner at the address provided below. To be given consideration, the request must be received at least three days prior to the date fixed for opening of bids. Any and all such information and supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be published to the City of North Augusta website: <http://www.northaugustasc.gov/business/bids-rfps> no later than three days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or information shall not relieve such bidder from any obligation under its bid submitted. All Addenda so issued shall become part of the contract documents. All inquiries relating to this Request for Proposal should be addressed to:

The City of North Augusta

61 Claypit Rd.

North Augusta, SC 29841

Attention: Roy Kibler Superintendent of Property Maintenance

803-441-4244 Office      Email: [rkibler@northaugustasc.gov](mailto:rkibler@northaugustasc.gov)

8. METHOD OF AWARD – LOWEST QUALIFIED BIDDER

If at the time this contract is to be awarded, the lowest base bid submitted by a responsible bidder does not exceed the amount of funds then estimated by the Owner as available to finance the contract, the contract will be awarded on the base bid only. If such bid exceeds such amount, the Owner may reject all bids or may negotiate modifications to the proposal from the apparent lowest responsible bidder. The Owner will decide which is the lowest qualified bidder, and in determining such bidder, the following elements will be considered for each bidder:

- a. Maintains a permanent place of business.
- b. Has adequate equipment and personnel to perform the work properly and expeditiously.
- c. Has suitable financial status to meet obligations incident to the work.
- d. Has appropriate technical experience.

The City of North Augusta reserves the right to accept the proposal that best serves the City of North Augusta.

9. NON DISCRIMINATION

The City of North Augusta, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award. Additionally, the City of North Augusta does not discriminate on the basis of sex, age, or handicap.

## Bid Proposal

The undersigned, as bidder, hereby declares that they are the only person or persons interested in the Proposal as principal no other party than those herein mentioned has any interest in this Proposal or in the Contract to be entered into; that this Proposal is made without connection with any other person, company, or parties making a bid or Proposal, and that is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the Specifications for the Work and all contractual documents relative thereto, and has read all Special Provisions and General Conditions furnished prior to the opening of bids; that Bidder is satisfied he has sufficient information regarding the Work to prepare this proposal.

Acknowledgment of receipt of the following addenda, if any:

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The Bidder proposes and agrees, if this Proposal is accepted, to contract with the City of North Augusta, South Carolina in the form of Contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary and to complete the construction of the work in complete accordance with the Specifications to the full and entire satisfaction of the Owner with a definite understanding that no money will be allowed for extra work except as set forth in the Specifications, for the lump-sum prices of:

Bid Item	Location	Price / Sq. Ft.	Bid Amount
Area #1	Railroad Avenue 1400 sq. ft.		
Area #2	Median on Georgia Ave. 850 sq. ft.		
<b>Total Base Bid</b>			

This bid respectfully submitted by: \_\_\_\_\_

Company	
Name of Bidder	
Title	
Signature of Bidder	

**CONTRACTOR QUALIFICATIONS FORM**

Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Business Website: \_\_\_\_\_

Federal ID Number: \_\_\_\_\_

Number of Years in Business: \_\_\_\_\_

List all active Company/Contractor Licenses and Certifications below:

<b>License/Certification</b>	<b>Issued By:</b>	<b>Expiration Date</b>

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

Print Name: \_\_\_\_\_

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

**\*Contractor must hold a current City of North Augusta Business License.**

**CONTRACTOR REFERENCES FORM**

This form must be submitted with the Bid. Three ( 3 ) references of similar completed projects shall be provided by the Contractor. Please provide the name of project, overall contract value, description of work completed, along with contact information for the project's owner.

**Project #1:**

Project Description: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Project #2:**

Project Description: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Project #3:**

Project Description: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Bidder/Business Address: \_\_\_\_\_

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

Print Name: \_\_\_\_\_

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

**ADDENDUM FORM**

Bidder has examined copies of all the Bidding Documents and of the following Addenda (receipt of all which is hereby acknowledged):

No. \_\_\_\_\_ Dated \_\_\_\_\_

No. \_\_\_\_\_ Dated \_\_\_\_\_

No. \_\_\_\_\_ Dated \_\_\_\_\_

No. \_\_\_\_\_ Dated \_\_\_\_\_

Bid Submittal Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

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

Email Address: \_\_\_\_\_

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

Print Name: \_\_\_\_\_

**AFFIDAVIT OF NONCOLLUSION**

**KNOW ALL PERSONS BY THESE PRESENTS**, that, \_\_\_\_\_

*Name of Contractor*

as a Bidder on the above-named public improvement project, does hereby certify that no officer, agent, or employee of the State, County, or City who has a pecuniary interest in the Bid has participated in the Contract negotiations on the part of the City, that the Bid is made in good faith without fraud, collusion, or connection of any kind with any other Bidder, and that the Bidder is competing solely on its own behalf without connection with, or obligation to, any undisclosed person or firm.

**IN WITNESS WHEREOF**, the undersigned has duly authorized the execution of this document by the name and signature indicated below. If Contractor is an entity (Inc., LLC, LLP, Co. etc.) or principal, their representative, by signing below, certifies that such representative is authorized by the entity or principal to execute this document.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
*Signature*

*Title*

Personally appeared before me this \_\_\_\_\_ da \_\_\_\_\_ and has acknowledged the foregoing instrument to be his or her voluntary act and deed.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission expires: \_\_\_\_\_

## Insurance—General Provisions

- A. Contractor/Vendor shall deliver to Owner, with copies to each named insured and additional, certificates of insurance establishing that Contractor has obtained and is maintaining the policies and coverages required by the Contract.
- B. If Contractor/Vendor fails to maintain required insurance, Owner may exclude the Contractor from the Site, and exercise Owner's termination rights.
- C. Owner does not represent that insurance coverage and limits established in this Contract necessarily will be adequate to protect Contractor/Vendor interest.
- D. The insurance and insurance limits required herein shall not be deemed as a limitation on Contractor/Vendor liability under the indemnities granted to Owner and other individuals and entities in the Contract.

## Insurance

- A. Contractor shall purchase and maintain insurance for:

Worker's Compensation: Insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work; and, Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limits.

Commercial Business Automobile: Liability insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to the Contractor's any owned, hired, and non-owned vehicles assigned to or used in performance of the Contractor's work.

Commercial General: Liability Insurance: with a limit of not less than \$1,000,000 for each occurrence with a \$1,000,000 Products and Completed Operations Aggregate and \$1,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products/completed operations and blanket contractual coverage.

## Warranty

The warranty period for this project is one (1) year on labor and materials against defects and workmanship. This warranty period shall commence upon owner's final approval of the entire work.

## City Property Damage

Contractor will be responsible for any and all damage to city property.

## Payment

- A. Partial payments for separate items may be requested once work has been inspected and approved by owner.

## Completion Time

- A. Work shall be completed within 45 days following the Pre-construction meeting and a written notice to proceed from the owner.



**Artificial Turf Installation**

**NOTICE OF AWARD**

TO:

FROM: City of North Augusta  
61 Claypit Road  
North Augusta, South Carolina 29841

You are hereby notified that the Bid submitted by you for the above-named project in response to the City of North Augusta's Invitation to Bid dated \_\_\_\_ in the amount, not to exceed the bid numbers provided in the attached fee table that has been accepted.

You are hereby required to execute the formal AGREEMENT with the City of North Augusta (Owner) and to furnish any and all Contractor's Bond(s), Certificate of Insurance with other documents pertaining to the work as designated by the City of North Augusta.

If you fail to execute said AGREEMENT and to furnish this and any other required documents pertaining to the work within ten (10) days from the date of delivery of this NOTICE OF AWARD, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your Bid as abandoned and to award the work covered by your proposal to another, or to re-Bid the work or otherwise dispose thereof as the Owner may see fit.

Dated this the \_\_\_\_\_ day of January, 2026.

City of North Augusta

Contractor

By: Roy P. Kibler \_\_\_\_\_

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

Title: Superintendent of Property Maintenance \_\_\_\_\_

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

Receipt of the above NOTICE OF AWARD is hereby acknowledged this the \_\_\_\_\_ day of \_\_\_\_\_, 2026.



**Artificial Turf Installation**

**NOTICE TO PROCEED**

TO:

FROM: City of North Augusta  
61 Claypit Road  
North Augusta, South Carolina 29841

Contract Amount: \_\_\_\_\_, unless an approved work change order has been issued by the Superintendent of Property Maintenance.

You are hereby notified to commence work on or after the \_\_\_\_\_ day of January -, 2026 and are to fully complete the work by \_\_\_\_\_ day of March 2026.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025 \_\_\_\_\_

City of North Augusta

Contractor

By: Roy P. Kibler \_\_\_\_\_

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

Title: Superintendent of Property Maintenance

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

Receipt of the above NOTICE TO PROCEED is hereby acknowledged this the \_\_\_\_\_ day of \_\_\_\_\_, 2026.