



**COMMISSIONERS OF PUBLIC WORKS**  
COMMISSIONERS: ARTHUR C. BUSH, MICHAEL G. MONAGHAN, HENRY O. WATTS  
MANAGER: STEVE D. REEVES, JR.

March 14, 2017

Subject: Greenwood CPW  
Light Pole Painting

Ladies/Gentlemen:

Greenwood CPW is requesting bids for the painting of various light poles on our system. Enclosed you will find specifications.

A sealed bid marked clearly on the outside of the envelope "E-3-2017 Greenwood CPW – Light Pole Painting" will be required to be submitted to one of the following addresses:

FedEx, etc: Commissioners of Public Works  
121 W. Court Avenue  
Greenwood, SC 29646  
Attention: Alethea Phillips

USPS: Commissioners of Public Works  
Post Office Box 549  
Greenwood, SC 29648  
Attention: Alethea Phillips

All bids must be received prior to 5:00 p.m., April 11, 2017. Bids may also be brought to the bid opening; however, you must let Alethea Phillips (864-942-8105) or Chris Lindley (864-942-8182) know you intend to do so prior to the deadline stated above.

The bid opening will be April 13, 2017 at 10:00 a.m. on the second floor of CPW's main office located at 121 Court Avenue, Greenwood, South Carolina.

**EXPLANATION TO BIDDERS:**

Any explanation regarding the interpretation of any project specifications or other project documents must be requested in writing with sufficient allowance of time for receipt of reply before the time of the bid opening to Jay Thompson at [jthompson@greenwoodcpw.com](mailto:jthompson@greenwoodcpw.com), or Jeff Meredith at [jmeredith@greenwoodcpw.com](mailto:jmeredith@greenwoodcpw.com), or give either a call at 864-942-8100. Any such explanation or interpretation shall be made in the form of addenda to the documents and shall be furnished to all bidders, who shall acknowledge all addenda with their bids. Oral explanation and interpretation made prior to the bid opening shall not be binding.

## **PREPARATION OF BIDS:**

In addition to the any forms in the previous sections, bids shall be submitted on the **Board Meeting Form** provided at the end of this specification or copies thereof and must be signed by the bidder or his authorized representative to be read aloud at the Board Meeting. This form must be placed on top of your Bid Submittal, as instructed on the form. Any corrections to the entries made on bid forms shall be initialed by the person signing the bid. **FAILURE TO SUBMIT BIDS ON THE PROVIDED FORM MAY RESULT IN REJECTION OF YOUR BID.**

## **AWARD OF BID:**

The quotations will be reviewed and the winning bidder will be notified. The Owner at its discretion shall award the contract in full, per item, or per section. The Owner shall award the contract as soon as practicable after the bid opening, but no sooner than April 27, 2017 at the next scheduled Board Meeting, subject to reservations contained under section entitled **Acceptance or Rejection of Bids.**

## **ACCEPTANCE OR REJECTION OF BIDS:**

The Owner reserves the right to accept or reject in whole or in part all bids submitted. Greenwood CPW standard Terms and Conditions shall apply.

If you have any questions, please don't hesitate to call us or e-mail.

Yours very truly,

*Jeffery D. Meredith, P.E.*

Jeffery D. Meredith, P.E.  
Greenwood CPW

Attachment