

Landscape Material Services

INTRODUCTION: Spartanburg Housing (Agency) is seeking quotes from qualified and licensed Vendors to perform Landscape Material Services for an initial 12-month period, plus four optional one-year renewals.

Due to the estimated cost of this procurement falling under the State and Federal Small Purchase Threshold of \$100,000.00, the Agency is procuring these services using a non-formal request for Quotes for Small Purchase (QSP) process. This informal QSP process means formal Request for Proposals (RFP) requirements and formal protest procedures do not apply (i.e., bid bonds, public bid opening, etc.). The Agency reserves the right to issue modifications to this QSP at any time, award the proposed service contract to more than one firm, reject any or all quotes, and ask for any clarifications or verifications from Proposers at any time. Quotes must be submitted online at [mailto:procurement@spartanburghousing.org?subject=Landscape Material Services Services Proposals](mailto:procurement@spartanburghousing.org?subject=Landscape+Material+Services+Services+Proposals)

Solicitation Date: Friday, December 23, 2024
Due Date for Quotes: Tuesday, January 28, 2025, 2:00 p.m.
Anticipated Start Date: February 7, 2025 (Actual Date to Be Determined)

SCOPE OF WORK (SOW)/TECHNICAL SPECIFICATIONS: The purpose of this request for Quotes for Small Purchase (QSP) is to form a pool of Contractors from which the Agency may draw to contract for Landscape Material Services or may award one vendor.

All landscape material products and delivery services shall be inspected and a delivery ticket submitted by the contractor at time of pickup or delivery. The Agency's Authorized Representative (such as "Designated employee" "Project Manager," "Asset Manager," or "Designee") shall review the landscape material and deem it acceptable to the specifications listed below. The Contractor's delivery/pickup ticket must be attached to each invoice. No payment will be made until all landscape material is picked up or delivered to the satisfaction of the Agency's Authorized Representative.

Awarded contractor(s) shall be required to perform the following requirements per this informal solicitation for landscape materials.

1. **Landscape Material Services** shall include but not be limited to the following:
Double ground mulch, certified playground mulch, topsoil, sand, fill dirt, aggregate drainage stone, crusher & run aggregate, and wheat straw bales.
2. All landscape materials cost shall have delivery services included in this quote.
3. All landscape materials shall meet ASTM specifications and must be of a quality free of foreign inclusions.
4. Delivery of Landscape Materials to the following properties (addresses listed below)
 - a. Maintenance Facilities 770 Baltimore Street, Spartanburg, SC 29301
 - b. JC Bull Apartments 100 Marion Ave, Spartanburg, SC 29306
 - c. Camp Croft Courts 111 Hanover Place, Spartanburg, SC 29306
 - d. Prince Hall Apartments 100 Prince Hall Lane, Spartanburg, SC 29301
 - e. Archibald High Rutledge (High Rise) 764 N. Church Street, Spartanburg, SC 29303
 - f. Archibald Rutledge Village 140 W. Centennial Street, Spartanburg, SC 29303

To get further submittal instructions please follow the link to our Housing Agency Marketplace to sign up and download the full submittal instructions.

https://ha.internationaleprocurement.com/requests.html?company_id=46427

