



TOWN OF DONALDS

Office of the Mayor and Town Council
P.O. Box 275
Donalds, SC 29638-0275

Request for Proposal (RFP) & Request for Quote (RFQ)

Town of Donalds, South Carolina
Invitation for Bids: Dunlap Park and Town Parking Lot
RFP/RFQ 2025-01
Issue Date: March 25, 2025

Introduction:

The Town of Donalds, South Carolina, is requesting proposals and quotes for its town park and parking lot for contract (s) to be awarded by July 2025 and may be extended through January 2026. Through this contract of services, the Town intends to reimagine the current site known as Dunlap Park in the town and make accommodation for the park's lighting system and the electrical service at the town parking lot.

This request also includes full background and disclosure on what has led to the immediate need for park reimagining and electrical engineering design. The request also lists considerations pertaining to the feasibility of the amenities relating to the day-to-day operation and maintenance of the park, limited resources and oversight from the Town, which must be addressed in full during the reimagining and proposal process.

Background, Disclosure and Considerations:

The need for the town to hire a Landscape and Architectural Engineer to survey and do complete drawings of the entire 5 acres was the consensus next step when discussed with our town attorney, the South Carolina Municipality Association, Abbeville County Zoning and Planning, and 2 Civil Engineers (PE's) with ties to the town. Upon further review and inspection of the park and Town parking lot at another location, we have identified the need to expand this scope to include electrical engineering schematics and energizing.

Bullet points for pre-bid discussion must include:

- Our primary goal is to provide a safe and sustainable reimagined park for our town residents and minimize liability for the Town as a whole.
- Full feasibility study on the reimagined park moving into the future.
- Town's lack of dedicated personnel to oversee daily operation (s) at the park.
- Town's lack of personnel to perform maintenance inspection and repairs.
- Town's lack of a dedicated police officer (s) who are assigned in the area 24/7.

William O. Scoggins, Jr., MBA, MPA, Mayor * Susan Powell, Town Council * Jana Burton, Town Council * Tisha Hill, Town Council * Carol Ellis., Town Council * Morgan Davenport, Town Clerk



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- Town's lack of tax revenue to provide traditional park oversight.
- Oversight and policing of dogs and other domestic animals being allowed to roam inside the fenced in park as it currently sits.
- Oversight and policing of individuals riding bikes, skateboards, etc. inside the park as it currently sits.
- Fencing alternatives.
- Track design alternatives.
- The current playground, which is very new and how to best address it, in moving forward with a reimagined park setting.
- Full assessment of ALL amenities being proposed. May consider a veteran's memorial, too.
- Park is a designated "life flight" location, which must continue.

All applicable national, state, and county codes and compliance must be considered and coordination with the Town of Donalds, the Town of Donalds Town Attorney, and the Abbeville County and Zoning Department shall be required.

For further reference, please see the attached park inspection results submitted to the Town on March 7, 2025, by Andy Price, Abbeville County Zoning and Planning Director.

There were also three (3) articles in the Press and Banner newspaper between reporter Henry Green and the mayor, which laid out the full story in complete detail of events and everything the Town has subsequently discovered at the park as it sits today locked up. Those transcripts shall also be readily available to bidders.

Phase I:

Referring to Appendix Figure a, Abbeville County GIS plot 027-04-01-013, the selected bidder shall provide an RFP and RFQ for reimagining the park as a whole. The site must be surveyed with complete architectural landscape drawings, stamped by a PE. Please take into the account of the full background and considerations pertaining to the history and feasibility of the Town of Donalds to successfully maintain the reimagined park in the future.

Phase II:

Referring to Appendix Figure a, Abbeville County GIS plot 027-04-01-013, the selected bidder shall provide an RFQ for creating electrical diagrams for the existing lighting system at the park, complete with drawings and schematics, stamped by a PE. After the electrical design is completed and approved, coordination will also be required with Duke Power to energize the system.

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Phase III:

Referring to Appendix Figure b, Abbeville County GIS plots 020-16-03-005, 020-16-03-007, and 020-16-03-009, the selected bidder shall provide an RFQ for creating electrical diagrams for the existing lighting system at the Donalds Town parking lot, complete with drawings and schematics, stamped by a PE. The current power and breaker box is attached to a building that the Town of Donalds no longer owns, and the Town needs a stand-alone outdoor electrical power box that is readily and easily accessible. After the electrical design is completed and approved, coordination will also be required with Duke Power to energize the system.

Pre-Bid Meeting On-site:

At least one pre-bid meeting shall be scheduled with the mayor, who in turn will try to have accompanying town council members present depending on their individual availability, to go over the scope of the projects. Any additional questions are welcome, and we will make every effort to be accessible through phone and email in a timely manner.

Bid Format and Submission:

Quotes are expected for each of the three (3) phases of the project as outlined in the RFP/RFQ within forty-five (45) days of the pre-bid meeting. A bidder's inability to provide quotes for all phases of the overall project shall not disqualify them from consideration for quote (s) submitted. For example, if a bidder provides a qualified quote for Phase I and cannot supply stamped electrical drawings for the EE projects in Phases II and III, they shall be considered for the Phase I part and vice versa.

If you wish to schedule a pre-bid meeting and intend to submit a bid for RFP/RFQ 2025-01, please call me or email our town clerk Morgan Davenport at townofdonaiddssc@gmail.com to schedule the pre-bid meeting.

Dated this 25th day of March, 2025.

William O. Scoggins, Jr., MBA, MPA,
Mayor, Town of Donalds

Enclosure (s):

- 1) Andy Price 3/7/2025 letter

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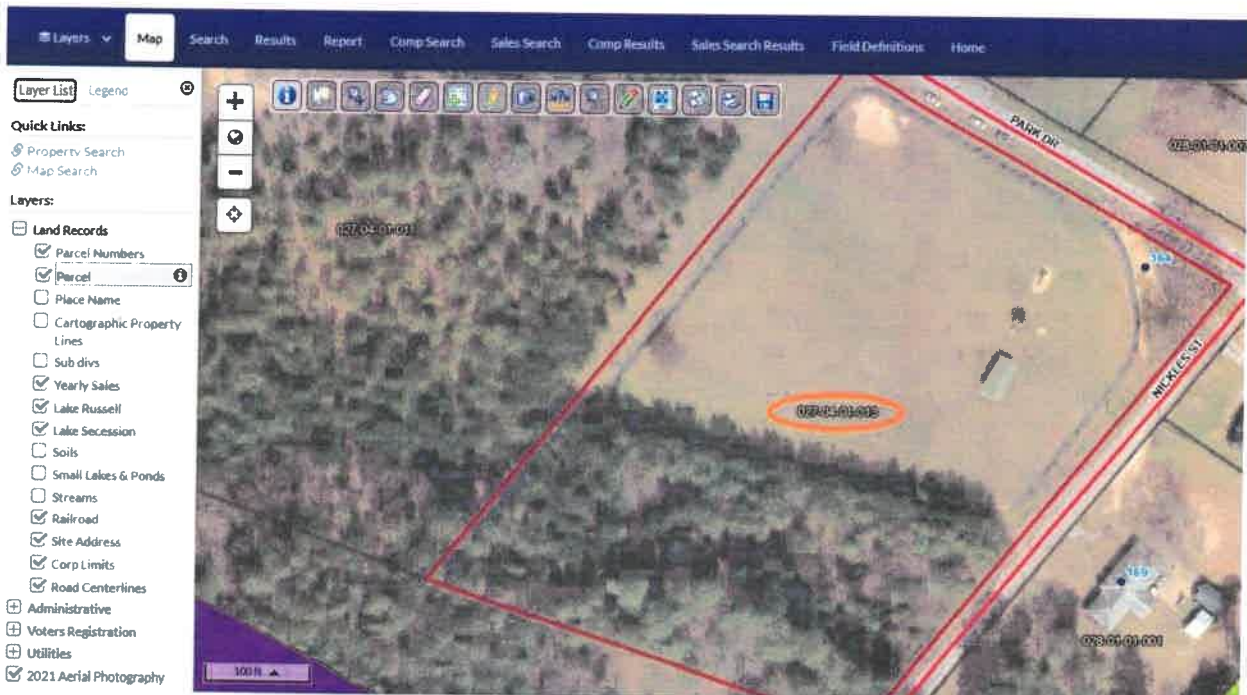
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Appendix

Figure a)

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Request for Proposal (RFP) & Request for Quote (RFQ) Figure b)

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