

**Duane Tarrant**  
Assistant Finance Director  
**Cynthia Summers**  
Accounts Payable Clerk  
**Rebecca Burch**  
License Inspector  
**Erica Canty**  
Revenue Collector  
**Constance McMichael**  
Finance Clerk



**Carrie W. Johnson**  
MBL, CPFA, CMC  
Finance Director  
City Clerk/Treasurer  
BUS# (803) 539-3750  
FAX# (803) 533-6007

## **City of Orangeburg South Carolina**

### Request for Bid

May 12, 2011

The City of Orangeburg – Parks & Recreation Department is now requesting bids on materials needed to construct a custom log package (Saddle-Notch).

The specifications that are being requested for the package are attached as well as a W-9 form that should be filled out by the vendor that is awarded the bid.

The Parks & Recreation Department is asking that all bidders include 7% sales tax and shipping fees to Orangeburg, SC in their bid.

Materials will be needed on or before July 1, 2011. No exceptions.

All questions on the specifications of the bid can be directed to Buster Smith, Director of Parks & Recreation at (803) 533-6020.

Bids can be submitted by email, fax, or mail on or before Wednesday, June 1, 2011 by noon. Bids may be mailed to City of Orangeburg, P O Box 1183, 979 Middleton St, Orangeburg, SC 29116, Attention: Constance McMichael. Emailed to [cmcmicheal@orangeburg.sc.us](mailto:cmcmicheal@orangeburg.sc.us) or faxed to my attention at (803) 533-6006.

Sincerely,

Constance McMichael  
Purchasing & Finance Clerk



PARKS AND RECREATION DEPARTMENT STAFF

Jacquelyn Fogle, Superintendent of Recreation  
and Marketing  
Jay Hiers, Superintendent of Parks  
Katrina Shivers, Administrative Assistant  
Jamie Aimar, Athletic Supervisor  
Isaac Haigler, Athletic Supervisor  
Kayla Stroman, Program Supervisor



BUSTER SMITH, C.P.R.P.  
DIRECTOR OF PARKS AND RECREATION  
P.O. DRAWER 1321  
(803) 533-6020  
FAX (803) 533-6027

City of Orangeburg

South Carolina

29116-1321

PARKS AND RECREATION DEPARTMENT

## SPECIFICATION COVER SHEET

### City of Orangeburg Parks & Recreation Department

Please find attached specifications for

Custom Log Package (Saddle -Notch)

NO SUBSTITUTIONS

Special Instructions Please include 7% sales tax and shipping to Orangeburg, SC in  
your bid

Specifications were developed by

Buster Smith

Parks & Recreation Employee

Employee Signature

(803)533-6020

Contact Telephone Number

May 10, 2011

Date

**SCRPA**

Agency Member

Agency of the Year for South Carolina  
1988 - 1993 - 1995 - 2002

**NRPA**

Agency Member

## **CUSTOM LOG PACKAGE (SADDLE-NOTCH)**

### **Wall Logs:**

Kiln dried white pine logs. All logs are TPI graded. Each is pre-cut, notched and numbered for easy assembly. All logs are treated with Borate for maximum protection.

8"x 8" 17 Courses of logs for exterior walls-8'6"

### **Gable Logs (8x8):**

Log Gable Ends. Logs are 8"x8" kiln dried, pre-cut, Borate treated for maximum protection. (Gable end to be trimmed on site.)

8"x 8" Full Log Gable (Right)

8"x 8" Full Log Gable (Left)

### **Girder Sill Plate Log Siding:**

2 Courses of kiln dried log siding to cover the foundation band sill. To include rim band sill flashing

2 Courses Log Siding Sill Cover

### **Engineered Log Fasteners:**

Tempered and coated engineered log fasteners for installing all logs. Engineered log fasteners should countersink reducing construction time. Installation bits should be included.

11" Engineered Log Fasteners

### **Exterior Wood Finish:**

Woodguard exterior wood finish should be provided for the exterior log walls prepared in a honey base formula.

### **Interior Wood Finish:**

Woodguard ITFTM interior wood finish should be provided. The transparent, water based finish should have a low luster satin sheen.

### **Dowel Pins:**

Wooden Dowel pins should be included for all log butt and corner joints. Like the old fashioned pegged houses, these dowels should provide seal at the vertical log wall joints.

8" Wood Dowels

**Door Bucks:**

Pre-cut 2" buck material to box openings to additional stability to walls during construction and make stacking up faster and easier

Door Bucks

**Construction Manual**

A construction manual and video should be provided to give details and instruction for assembly and maintenance.

Construction Manual and Video

**Log Overlays:**

3 sets of log overlays for log stacking instructions. Each numbered log for structure should be shown by location to make construction faster and easier.

3 Sets Construction Overlays

**Bundle Sheets:**

Each bundle should be packed for the most effective truck loading. Logs are typically bundled by length not by location in the structure. A bundle sheet should be provided showing what logs are in each numbered bundle location.

Bundle Sheets

**Conventional Roof System:**

All dimensional lumber necessary to construct roof as per plans attached.

The following should be provided

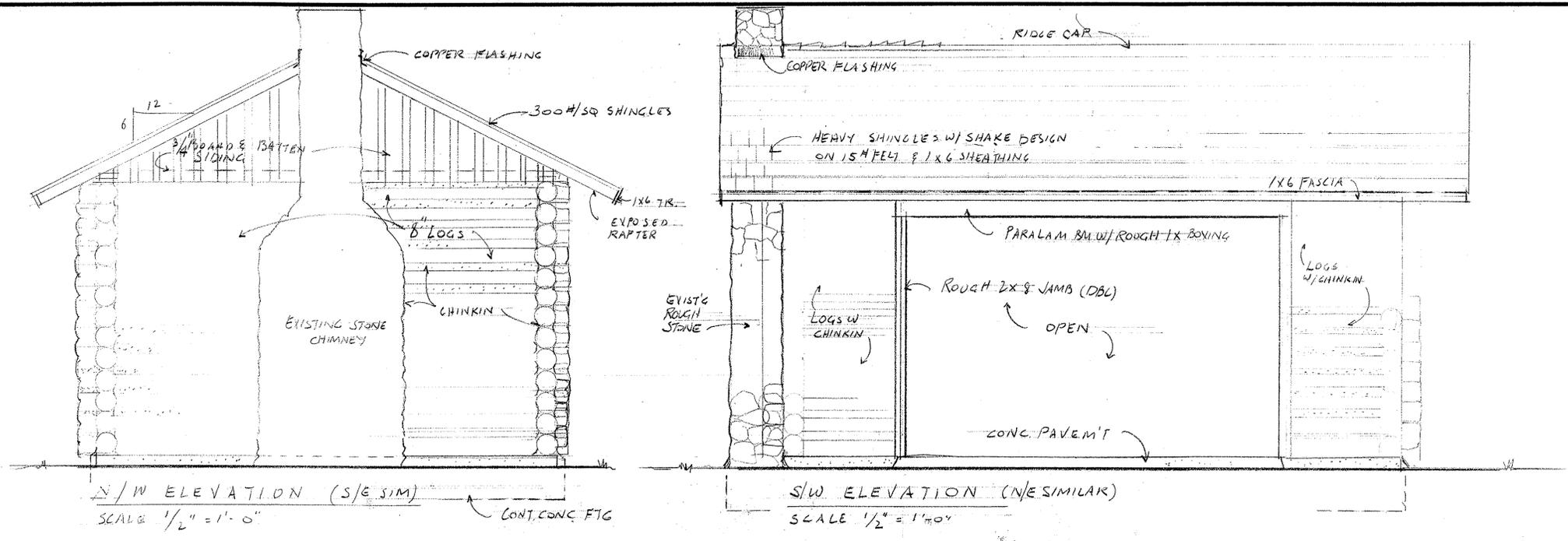
- 2x6 Rafters @ 16"oc
- 2x8 Collar Ties @ 48"oc
- 2x8 Ridge Beam
- 1x6 T&G Roof Decking
- 30lb Roofing Felt-200SF Roll
- 2x4 Bracing at Overhangs
- Roof System Design
- Material Takeoff
- Material Specifications

**30yr Architectural Shingles**

Color: Weathered Wood

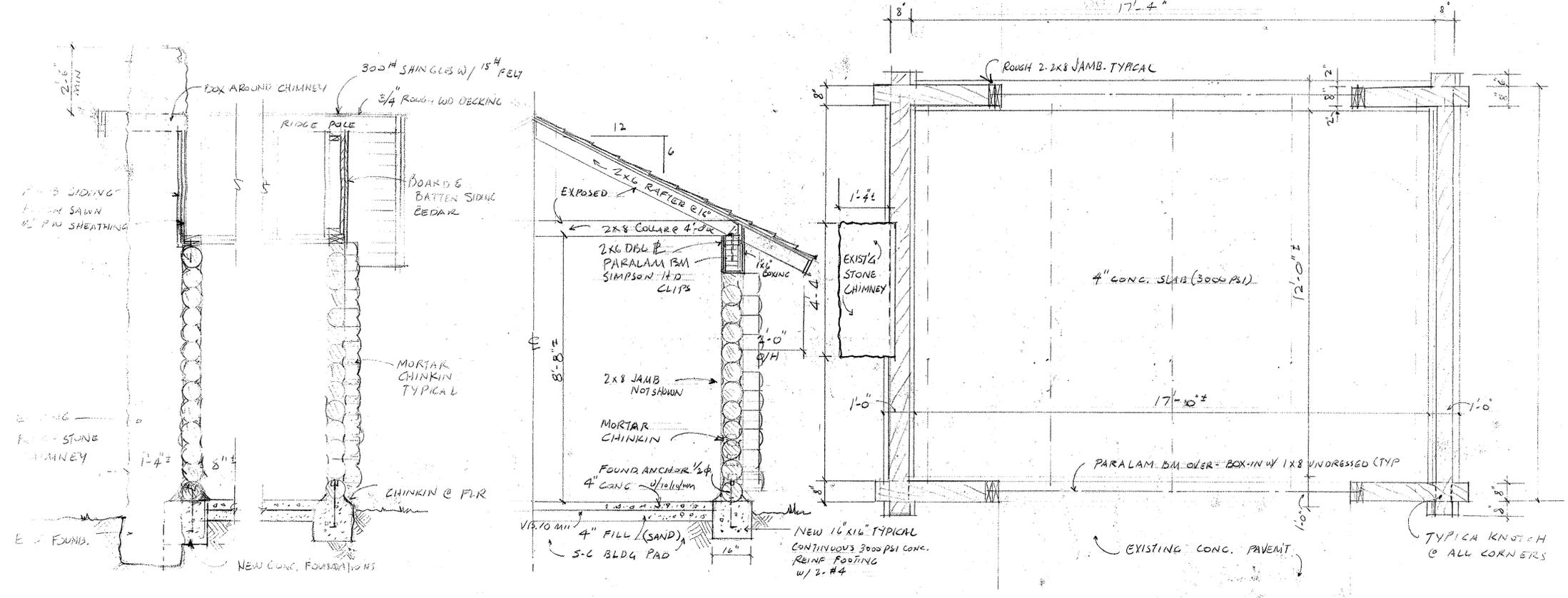
30yr Architectural Shingles  
Hip and Ridge Shingles  
Starter Shingles

Bid should include only materials and no labor.



N/W ELEVATION (S/E SIM)  
SCALE 1/2" = 1'-0" CONT. CONC. FTG

S/W ELEVATION (N/E SIMILAR)  
SCALE 1/2" = 1'-0"



SECTION @ CHIMNEY GABLE WALL SECTION

HALF SECTION @ OPENING  
SCALE 1/2" = 1'-0"

FLOOR PLAN  
SCALE 1/2" = 1'-0"

MEET ALL LOCAL CODES FOR LOG CABIN CONSTRUCTION  
IBC 400-2007 & ASTM 400-3957

**SUMMERS & ASSOCIATES ARCHITECTS**  
540 RUSSELL STREET S.E.  
ORANGEBURG, S.C. 29115  
TEL. (803) 536-0025  
FAX (803) 531-4485



**RECONSTRUCTION "SANTA'S WORKSHOP"**

EDISTO MEMORIAL GARDENS

CITY OF ORANGEBURG, SC



**KNOTCH LOGS**  
FOR CORNER LAP TO LOCK-IN, ADD MORTAR CHINKIN FOR FILL-IN ALONG LENGTH OF LOG

DATE	REVISION

DATE 3/7/2011  
DRAWN BY JWS  
COMM. NO.

SHEET NO. **1**  
OF ONE

WORK SHEET FOR REVIEW BY OWNER

## Request for Taxpayer Identification Number and Certification

Give form to the  
 requester. Do not  
 send to the IRS.

Print or type  
 See Specific Instructions on page 2.

Name (as shown on your income tax return)	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ..... <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	
List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number
OR
Employer identification number

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

**Sign Here**

Signature of  
 U.S. person ▶

Date ▶

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,