

REQUEST FOR PROPOSAL (RFP)
FOR
Construction of Fire Station #12



WHITFIELD COUNTY, GEORGIA

RFP FD- 18-005

Issue Date: 08/03/2018

Due Date for Proposals: 08/31/2018

REQUEST FOR PROPOSAL FOR

Construction of Fire Station #12

For

WHITFIELD COUNTY, GEORGIA

Date 8/3/2018

Issued by:

Whitfield County Board of Commissioners
Dalton, Georgia
Proposal Statements Due: 08/31/2018, at 2:00 p.m.

Submit Statement to:
Whitfield County Board of Commissioners
Attn: Brian McBrayer
301 West Crawford Street
Dalton, GA 30720,
(706) 275-7508

REQUEST FOR PROPOSALS

WHITFIELD COUNTY BOARD OF COMMISSIONERS (the "Board"), pursuant to the provisions of O.C.G.A. § 36-91-1, *et. seq.*, herein seeks competitive proposals from general contractors for the construction of A New Facility for the Whitfield County Fire Department – Fire Station #12, located at on the west side of S. Riverbend Road, approximately .45 miles south of the intersection of Conasauga Road and S. Riverbend road, Whitfield County GA.(the "Project").

The requirements for construction of the Project, and the duties and responsibilities of the contractor whose Proposal is accepted, are set forth in the Contract Documents which include the Instructions to Proposers; Contract for Construction and Incorporated General Conditions (the "Contract"); supplementary and other conditions; the drawings; the specifications; and, any addenda issued by the Architect. Contractors interested in submitting Proposals must obtain copies of the Contract Documents by contacting the Project Architect, KRH Architects, 855 Abutment Road, Suite 4, Dalton, Ga. 30721 706-529-5895.

Any contractor submitting a Proposal must procure a complete set of the Contract Documents from the Project Architect. Contract Documents will be issued in PDF format to contractors registered with the office of the Architect for a fee of \$25. Payment must be made by check, issued by a responsible bank or trust company, payable to the Office of the Architect. The Architect will also make available the Proposal Form as well as the Contractor's Qualification Statement and Questionnaire, all of which must be fully completed and submitted with any Proposal. These documents are available for inspection by the public at the office of the Architect identified above. The Contract Documents require, among other things, the furnishing of all materials, labor and equipment for construction of the Project. The Board reserves the right to make available other relevant documents or information concerning the Project.

PART 1 - Any Contractor who intends to submit a Proposal is required to attend a Pre-proposal Meeting which will be held on the 14th day of August, 2018 at 10:00 a.m. at the project site.

Any Proposal submitted in response to this Request should comply strictly with all requirements set forth in the Instructions to Proposers. Any such Proposal must contain the completed Proposal Form setting forth the contractor's proposed lump sum contract price for full and complete construction of the Project in conformity with all requirements of the Contract Documents. Any Proposal must include a fully executed Bid Bond in the amount of five percent (5%) of the proposed lump sum contract price (exclusive of any alternates and unit prices) in the form required by the Instructions to Proposers. As noted above, any contractor submitting a Proposal must also complete and submit the required Contractor's Qualification Statement and Questionnaire.

In evaluating Proposals, the Board may seek additional information from any contractor concerning such contractor's qualifications to construct the Project.

The Board intends to award the construction contract to the responsible and responsive contractor whose Proposal is determined in writing to be the most advantageous to the Board, taking into consideration the following evaluation factors which are listed in their order of relative importance:

PART 2 -

- (A) The contractor's proposed lump sum contract price for full and complete construction of the Project in conformity with all requirements of the Contract Documents. (55 Points)
- (B) The contractor's prior experience in constructing similar projects on schedule and within budget including at least two projects comparable in size and scope to this project. For purposes of this factor, the Project should not be more or less than 30 percent in scope or cost than the similar projects identified by contractor. (50 Points)
- (E) The qualifications and experience of those personnel whom the contractor will assign to the Project.(35 Points)
- (F) The completeness and accuracy of proposals (25 Points)
- (G) The contractor's history of successfully constructing projects without unnecessary contractual disputes, claims, arbitration or litigation.(25 Points)

PART 3 -

PART 4 -

All Proposals must be properly signed, sealed and submitted in bound notebooks, and received by the Board at its Department of Finance located at 301 West Crawford Street, Dalton GA, 30720, no later than 2:00 p.m. on the 31st day of August 2018.

Three proposals in bound notebooks are required. The Board will receive such Proposals at such time and place. Proposals attempted to be delivered after said time will not be accepted. At the discretion of the Board, and in conformity with the applicable provisions of Georgia Law, the Board may afford contractors an opportunity for subsequent discussion, negotiation, and revision of Proposals. The Board reserves the right to reject any or all Proposals and to waive any technicalities or formalities.

Any contractor interested in submitting a proposal must complete a Vender Application, W9 and Everify Affidavit that can be found at the County's website: <http://www.whitfieldcountyga.com/fin/bidsrfps.htm> .The completed forms should be included in the contractor's proposal.

Any Proposal submitted in response to this Request shall remain open for acceptance by the Board, and same shall be honored by the contractor, for a period of sixty (60) days from the date set forth hereinabove for the receipt of Proposals.

Any questions or comments concerning this Request for Proposals should be addressed in writing to the Architect at the address as set forth hereinabove.

Whitfield County Board of Commissioners

Schedule

The following is the schedule of events listed in the order of occurrence, showing the major milestones from issuance of the RFP to the contract award.

MILESTONE EVENT	DATE
1. RFP release	08/03/2018
2. 10:00 am Mandatory Site Visit: Pre Bid	08/14/2018
3. Questions Due	08/17/2018
4. Answers Released	08/20/2018
5. Proposals Due	08/31/2018
6. Vendor Selection (Interviews are not anticipated)	09/10/2018
7. Contract signed	09/11/2018
8. Project begins	09/26/2018

Questions

Please submit any questions by email by 2:00 pm on 08/17/2018. No phone calls please. All questions must be submitted in writing and sent to the following address:

eobrien@whitfieldcountyga.com

Response to questions will be posted on our public internet site at <http://www.whitfieldcountyga.com>

Whitfield County Board of Commissioners Contact

The Whitfield County Board of Commissioners has designated the Whitfield County Fire Department to be responsible for coordinating communications between Whitfield County Board of Commissioners and potential vendors. The committee may be contacted at:

eobrien@whitfieldcountyga.com

Note: No verbal or written information which is obtained other than through this RFP or its addenda shall be binding on Whitfield County. No employee of Whitfield County is authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to that contained in or amended to this written RFP document.

Bid Submittal Instructions

All bids should be clearly marked "Construction of Fire Station #12", [RFP FD # 18-005].

It will be the sole responsibility of the vendor to have their bids delivered to the Whitfield County Board of Commissioners before the closing hour and date. Late bids will not be considered and will be returned unopened to the sender.

All materials and documents submitted by the vendor in response to this RFP become the property of the Whitfield County Board of Commissioner and will not be returned to the vendor. Information in each proposal is public information under Georgia law and may be released after the selection process has been completed and the contract has been awarded and executed. Consequently, any information considered to be the vendor's trade secrets, privileged or confidential should not be revealed in the proposal.

The Whitfield County Board of Commissioner will notify the winning vendor of the bid award and will arrange a meeting with the vendor to commence contract negotiations.

Insurance

The contractor shall take out and maintain during the life of the contract full insurance coverage. Coverage shall include, but is not limited to the following:

1. Workman's Compensation

Coverage A		Statutory
Coverage B		\$1,000,000.00

2. Comprehensive General Liability

Public Liability	- Each person	\$1,000,000.00
	- Each Accident	\$2,000,000.00

3. Property Damage

Each Accident		\$250,000.00
Aggregate		\$500,000.00

The contractor shall deliver to the County certificates of insurance evidencing the coverage(s) indicated. Such certificates shall be furnished prior to commencement of the services and at any necessary renewal dates thereafter during the life of the agreement.

Performance Bond

The vendor agrees to furnish a Performance Bond in an amount equal to 100% of the contract amount, due upon contract signing. The cost of the performance bond will be the responsibility of the awarded contractor.

Compliance with Laws

In connection with the furnishing of supplies or performance of work under the contract, the vendor agrees to maintain all licenses, permits, liability insurance, worker's compensation insurance and comply with all other standards and regulations required by Federal, State or County statute, or ordinances and rules during the performance of any contract between the vendor and the County. This includes compliance with the Georgia Security and Immigration

Compliance Act of 2006 on Contractor/Subcontractor license verification. Any such requirement specifically set forth in any contract document between the vender and the County shall be supplementary to this and not in substitution thereof.

During the performance of this contract, the vender agrees as follows:

The Vender/Firm will not discriminate against any employee or applicant for employment because of race, creed, color, sex, age, national origin, place of birth, or physical handicap.

Any selection made as a result of this notice will be made without regard to race, color, religion, sex, or national origin, place of birth, or physical handicap.

Venders shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or agent of Whitfield County for the purpose of influencing consideration of this proposal.

Cost of Services

Provide a description of project costs to include but not limited to the following:

1. Project Management
2. Field work – Price per point
3. Data development and verification
4. Data analysis to determine project goal and completion date.
5. Final cost of project.