

## **REQUEST FOR PROPOSALS**

THE WHITFIELD COUNTY, BOARD OF EDUCATION (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: "HVAC, Electrical & Roof Renovations to: Westside Elementary School", located at 1815 Utility Road, Rocky Face GA 30740 (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. In general, the successful contractor will be required to replace existing EPDM roofing with new TPO roofing and insulation along with new HVAC units and associated electrical work throughout the building, all in accordance with the Contract Documents. 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, Ph 706-529-5895. A non-refundable fee in the amount of **\$25.00** is required for each set of the Contract Documents. Documents will be issued in PDF format. Payment must be made by company check, or cashier's check, issued by a responsible bank or trust company, payable to the Architect. **Any contractor submitting a Proposal must procure a complete set of the Contract Documents from the Project Architect.** The Architect will also make available the Proposal Form as well as the Contractor's Qualification Statement and Questionnaire, Subcontractor Listing and the Subcontractor's Qualification Statement and Questionnaire, all of which must be fully completed and submitted with any Proposal. All 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.

**Any Contractor who intends to submit a Proposal is required to attend a Pre-Proposal Meeting, which will be held on the 7th day of January 2020, at 3:00 p.m. at the project site. Any contractor arriving more than 5 minutes late will not be permitted to attend.**

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 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, Subcontractor listing, and a completed Subcontractor's Qualification Statement and Questionnaire for the electrical, mechanical and roofing subcontractors. For any work requiring a specialty or professional license, only licensed subcontractors may be submitted for consideration, and copies of all applicable licenses shall be attached to the Subcontractors' Qualification Statements and Questionnaires. The Board in its evaluation of Proposals will rely upon a contractor's identification of proposed subcontractors.

**NO SUBSTITUTION OF SUBCONTRACTORS IS ALLOWED, AND IN THE EVENT OF ANY ATTEMPTED SUBSTITUTION THE BOARD MAY, IN ITS SOLE DISCRETION, DISQUALIFY ANY PROPOSAL FROM CONSIDERATION OR CANCEL ANY CONTRACT AWARDED TO ANY SUCH CONTRACTOR.**

In evaluating Proposals, the Board may seek additional information from any contractor concerning such contractor's Proposal or its 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:

- A. The contractor's prior experience and references in constructing and completing 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 than 30 percent greater in scope or cost than the similar projects identified by contractor. (25 Points)
- B. 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. (25 Points)
- C. The qualifications and experience of those personnel whom the contractor will assign to the Project. (5 Points)
- D. The qualifications and experience of the proposed electrical, mechanical, and roofing subcontractors. (25 Points)
- E. The contractor's history of successfully constructing and completing projects without unnecessary contractual disputes, claims, arbitration, or litigation. (10 Points)
- F. The completeness and accuracy of proposals. (10 Points)

All Proposals must be properly signed, submitted in duplicate bound notebooks and received by the Board at its offices located at **1306 South Thornton Avenue, Dalton, Georgia 30720, no later than 2:00 p.m. on the 23rd day of January 2020.** A total of **3** proposals in bound notebooks are required. The Board will receive such Proposals at such time and place. Proposals received 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.

Contractors are responsible for ensuring Proposals comply with Georgia law, including but not limited to all state and local laws, rules, regulations, ordinances, and policies. Any Proposal must include an affidavit meeting all requirements of O.C.G.A. § 13-10-91 verifying compliance with applicable Federal work authorization program. The form for such affidavit is attached as an exhibit to the Instructions to Proposers.

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, GEORGIA,  
BOARD OF EDUCATION