



Jackson County Board of Commissioners

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Email: kmorris@jacksoncountygov.com

Date: July 5, 2024

To: General Contractors

From: Kenneth Morris, Purchasing Manager

RE: Addendum 2 to Jackson County RFP AATL230012, Jackson County Airport – Terminal Building CMAR, Jackson County

1. Addendum 2 is hereby issued to provide clarification on the scope of work solicited through RFP AATL230012 as a Request for Proposals to perform the actual construction of the Airport Terminal in addition to provide feedback to potential vendors on questions submitted through the question deadline.
 - a. Addendum 2 corrects that RFP AATL230012 is for actual construction of the building as described and plans provided in RFP AATL230012 for the airport terminal. This removes language stated as Construction Manager at Risk or 'CMAR' on pages 1 as stated in the 'Purpose' and 'Project Objectives' sections in addition to page 3 under 'Qualification and Submittal Requirements' section, page 4 as part of the 'Proposal Form', page 5 in the notes, and page 6 under the sections titled 'General Information' and 'Selection Process' and replaces the name in the attached revised RFP Summary pages.
2. All other terms and conditions in RFP AATL230012 remain unchanged.
3. Any inquiries concerning Addendum 2 should be made to Kenneth Morris, Purchasing Manager, (706) 367-6309 or via email at kmorris@jacksoncountygov.com. Please also copy Project Manager, Barry Vickery at bvickery@jacksoncountygov.com, as well as Project Engineer, Mathew Nicholson at matthew.nicholson@gmcnetwork.com.
4. Jackson County reserves the right to reject any and all proposals, to waive any technicalities or irregularities and to award the offer based upon the most responsive, responsible submission.
5. Bidders must acknowledge receipt of addenda, by either signing and attaching this copy, or by writing "Acknowledge Addenda #2" at bottom of Bid Schedule.



**Request for Proposals (RFP) #AATL230012
For Construction of the
Jackson County Airport Terminal Building**

The Jackson County Board of Commissioners (the County) requests Proposals from eligible firms for the construction of a new Jackson County Airport Terminal Building. Upon completion of a review of proposals received, the County anticipates awarding a contract for construction of the new facility.

Purpose:

The County is planning development of a new 4,645 S.F. airport terminal building on county-owned property near the current Jackson County Airport at 500 Sky Harbor Drive, Jefferson, GA 30549. The County is considering the services of an eligible construction firm to complete the construction of the project. The contractor will assume responsibility for project construction cost by issuing a guaranteed maximum price (GMP), which will be a contractual obligation. The firm will develop an overall final project schedule, which will also be a contractual obligation and monitored by the County's project manager and Engineer. In addition, the firm will be responsible for methods of construction, safety, and the scheduling and coordination of the work of all construction and miscellaneous contracts required for completion of the project within its established budget and schedule.

The firm will be expected to work closely with the Architect, Goodwyn Mills Cawood (GMC), to develop final documents and separate bid packages if required.

Project Objectives:

When the final design documents for the project have been developed in sufficient detail, the firm, with the support and assistance of the Architect, will commit to a Guaranteed Maximum Price (GMP) for all construction and site development. If the County requests multiple bid packages, construction will commence with the issuance of the first bid package while remaining bid packages are being finalized. The selected firm shall competitively select construction subcontracts and other work appropriate for competitive selection using cost and other factors if unable to complete the job in house. The successful firm may perform work with their own forces, but shall not be eligible to enter into contract or subcontract for any of the construction or other services of any nature on the project without the specific approval of the County.

In selecting a firm, the County will place emphasis on experience of the firm and assigned personnel for construction of these public building facilities. Emphasis will also be placed on firms having depth, knowledge, and resources in principles of contracting, scheduling, contract coordination and compliance, budget control, familiarity with State and local laws, ordinances and codes as demonstrated by prior experience, and strategies for encouraged participation by local companies and laborers.

Proposal Process:

All written Proposals shall utilize the attached forms and be submitted *via sealed bid*. The County will not accept any submittal by facsimile or email. Proposal (one (1) original, three (3) copies and one (1) electronic PDF on a storage device) maybe mailed or hand delivered.

Receipt of all Addenda to this RFP, if any, must be acknowledged on the proposal form. Addenda shall become part of the requirements of this RFP. Failure to acknowledge receipt of an Addendum may result in rejection of the Proposal. Any cost incurred by respondents in preparing or submitting Proposals for the project shall be the respondents' sole responsibility. It shall be the respondents' responsibility to ensure delivery of the Proposal to the designated address by the designated time.

Address Proposals to the attention of:

Mr. Kenneth Morris, Purchasing Manager
Jackson County Board of Commissioners
67 Athens Street
Jefferson, GA 30549
kmorris@jacksoncountygov.com

Proposals are due no later than July 17, 2024 at 10:00 am. Late submittals will not be accepted.

Firms are not allowed to communicate with any County staff or elected officials regarding this procurement. Any unauthorized contact shall disqualify the firm from further consideration.

All questions regarding this project should be directed to **Kenneth Morris** by e-mail at kmorris@jacksoncountygov.com. All responses, inquiries, or correspondence relating to this RFP will become the property of the County when received and shall be regarded as public record. All information received in response to this RFP, including copyrighted material, is deemed public information and will be made available for public viewing and copying after the time for receipt of proposals has passed, and the award has been made, with the following four exceptions: (1) bona fide trade secrets meeting confidentiality requirements that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the County; (3) any company financial information requested by the County to determine vendor responsibility, unless prior written consent has been given by the offeror; and (4) other constitutional protections.

The County reserves the right to:

1. Refuse any or all submittals received.
2. Cancel or modify this RFP at any time.
3. Reject any and all submittals or responses at any time.
4. Request further documentation or information, and to discuss an RFP submittal for any purpose in order to answer questions or to provide clarification.

Qualification and Submittal Requirements:

1. Letter of Interest- A letter executed by a principal of the firm committing to the requirements specified in this Request.
2. Experience- Provide the year of the company's incorporation, and provide documentation of successful completion of construction of at least three (3) projects completed in the last ten (10) years similar to the Project under this RFP. The total cost should be at least three million dollars (\$3,000,000) per project. Client references for each project must be included with confirmed email and phone numbers.
3. Project Team- Provide an organizational chart outlining the proposed staff, including superintendent, project manager, project director, cost estimator, project executive, etc., and provide resumes highlighting relevant project experience.
4. Project Management Plan- Provide a summary of which staff are committed to each phase of the process, quality control programs, approach to bonding subcontractors, approach to encouraging local participation, and anticipated schedule for construction for the proposed project.
5. Financial- Provide financial information including taxes, insurance and benefits, as well as the company's latest financial statement (audited if available). Provide Bonding Agent/Surety Company "good guy letter" and document bonding capacity (performance and payment).
6. Lawsuits- List any pending or settled lawsuits or professional liability claims in which any member of the company was involved during the past ten (10) years.
7. Receipt acknowledgement of all Addenda to this RFQ (if any).
8. Completed Proposal Form, with Exhibit "A."

Jackson County Airport Terminal Building (The Project) Proposal Form:

Proposing Firm: _____

Signature: _____

Name: _____

Title: _____

Date: _____

E-mail address: _____

9. **Fees:** Amount established by and agreed to by both parties, which is the full amount of compensation due to the firm as gross profit and for any and all expenses of the Project not included and identified as the Cost of the Work, provided that the firm performs all requirements of the Contract Documents within the time limits established.

A. General Conditions: \$ _____ (lump sum –see attached Exhibit “A”)

B. Construction Fee: _____ % (percent of construction cost)

10. Addendum Acknowledgement

| Number | Date | Number | Date |
|--------|-------|--------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

NOTARY

Notary#: _____

Name: _____

Expiration: _____

Signature: _____

Seal

Attachment:

Exhibit A – Jackson County Airport Terminal (The Project) Maximum Allowable General Conditions

EXHIBIT A**Jackson County Airport Terminal (*The Project*) Maximum Allowable General Conditions**

| ITEM | DURATION | UNIT COST | TOTAL COST |
|--|---------------------------|-----------|------------|
| Project Director | | \$ | \$ |
| Superintendent | | \$ | \$ |
| Assistant Superintendent | | \$ | \$ |
| Senior Project Manager | | \$ | \$ |
| Project Manager/Project Engineer | | \$ | \$ |
| Field Engineering | | \$ | \$ |
| MEP/BIM Coordination | | \$ | \$ |
| In-House Accounting | | \$ | \$ |
| On Site Safety Engineer | | \$ | \$ |
| Safety Materials Program | | \$ | \$ |
| Field Office Rental, Setup and Removal | | \$ | \$ |
| Storage Trailer Rental | | \$ | \$ |
| Temporary Toilets | | \$ | \$ |
| Job Signs | LUMP SUM | \$ | \$ |
| Copier, Fax Machine | | \$ | \$ |
| Telephone and Internet Costs and Setup | | \$ | \$ |
| Ice, Cups, Water | | \$ | \$ |
| Office Supplies | | \$ | \$ |
| Office Furniture | LUMP SUM | \$ | \$ |
| Jobsite Computers and Technology | LUMP SUM | \$ | \$ |
| Postage and Couriers | | \$ | \$ |
| Progress Photographs | | \$ | \$ |
| Final Photographs | LUMP SUM | \$ | \$ |
| Plan Printing and Copying | LUMP SUM | \$ | \$ |
| Cellphones and Radios | | \$ | \$ |
| Supervision Vehicles | | \$ | \$ |
| Project Management Vehicles and Travel | | \$ | \$ |
| Gas, Oil and Maintenance | | \$ | \$ |
| Builder's Risk Insurance | LUMP SUM (based on \$12M) | \$ | \$ |
| General Liability & Umbrella Insurance | LUMP SUM (based on \$12M) | \$ | \$ |
| Payment and Performance Bond | LUMP SUM (based on \$12M) | \$ | \$ |
| | | | |

Total General Conditions Cost: \$ _____

Note: No indirect/unrelated labor may be billed as Cost of Work without prior written approval by the County.

General Information:

Refer to the attached progress Schematic Drawings as a reference point in compiling proposals.

Preliminary Construction Budget: **\$3,500,000 (est.)**

Preliminary Construction Schedule: ___ months

The firm will be responsible for developing the detailed schedule and coordinating activities to accomplish the scheduled completion of the project.

Owner (County)-Construction Firm Agreement:

The firm will be under contract to supply construction services (under the AIA A133 agreement) to complete the project and place the Owner in occupancy of the project in a “turnkey” fashion. The Owner has contracted with the Architect separately from the selected firm. Once a Guaranteed Maximum Price (GMP) is agreed upon between the Owner and the firm, the firm may be issued a change order for the amount of the GMP and will be “at risk” for project price, project schedule, and completion of all construction as set forth in the Contract Documents. The selected firm shall hold all trade contracts and trade supplier contracts.

Selection Process:

- A. A Selection Committee comprised of Owner, User(s) and Architect representatives will review all proposals received in accordance with the following criteria:
 - a. Successful experience in constructing similar facilities for public entities (45 pts.)
 - b. Qualifications of proposed project team members (25 pts.)
 - c. Proposed approach and schedule, management plan and financial information (10 pts.)
 - d. Proposed fees (20 pts.)
- B. The Selection Committee reserves the right to interview any and all submitting firms (10 pts.)
- C. The Selection Committee will recommend that the County enter into contract negotiations with the highest ranked firm. If negotiations are not successful, the County will negotiate with the second-ranked proposer, and so on.

RFP Schedule:

| Task | Date |
|----------------------|---------------------------|
| Issue RFP | 6-5-24 |
| Pre-Bid Conference | 6-20-24 at 2:30pm |
| Questions Due | 6-28-24 at 5:00pm |
| Proposals Due | 7-17-24 at 10:00am |
| Interview Firms | TBD |
| Negotiate Contract | TBD |