



Request for Proposal

Tile Floor Removal/Concrete Floor Refinishing

Issue Date: Thursday, March 25, 2021

JONES COUNTY BOARD OF COMMISSIONERS

166 INDUSTRIAL BLVD./P.O. BOX 1359

GRAY, GA 31032

PHONE: (478) 986-6405

ATTN: JASON RIZNER, COUNTY ADMINISTRATOR

Jason.rizner@jonescountyga.org

BIDS WILL BE RECEIVED UNTIL April 15, 2021 AT 3:00 PM.

PROPOSALS ARE TO BE SEALED AND MAILED VIA USPS, FEDEX OR UPS TO THE ABOVE ADDRESS OR HAND DELIVERED TO THE COUNTY ADMINISTRATOR'S OFFICE LOCATED IN THE JONES COUNTY GOVERNMENT CENTER AT 166 INDUSTRIAL BLVD., GRAY, GA 31032. ENVELOPES SHOULD BE MARKED WITH "SEALED BID - FLOORING."



The Jones County Board of Commissioners is accepting sealed proposals for refinishing the floors at Mattie Wells Community Center located at 512 Georgia Highway 49, Macon, GA 31217. Sealed proposals will be accepted until 3:00 PM on Thursday, April 15, 2021 at the Government Center, 166 Industrial Blvd. Gray, GA 31032. Any questions should be directed to Leslie Faulk via e-mail at leslie.faulk@jonescountyga.org. Deadline for questions will be April 6, 2021 at 5:00 PM.

Background

The Jones County Board of Commissioners owns the Mattie Wells Community Center which is located at 512 Georgia Highway 49, Macon, GA 31217. The building is primarily used for “pick-up” basketball games and other recreational activities. The facility is an old Jones County Board of Education gymnasium and it currently has a 12” x 12” VCT floor that is laid over a concrete slab. A number of the tiles have started to come up. When the facility was purchased from the Board of Education, the Board of Commissioners was provided with a letter certifying that no asbestos was present in the facility. That being the case, we do not believe the tiles contain asbestos. The Board of Commissioners now desires to remove the tile flooring and refinish the concrete for continued use as a basketball court.

Description of Work

The Board of Commissioners desires to remove the existing tile floor and glue and refinish the concrete underneath. The floor will also need to be striped with standard basketball striping before a final sealant is applied.

The Board may elect to have County staff remove the existing tile from the facility. In that case, the vendor will still need to remove the remaining glue prior to refinishing the floor. The option to have the County remove the existing flooring is listed as an alternate on the attached bid form.

Submission of Proposal

Proposals should include detailed specifications for the product or products used to seal and finish the court. Proposals should include the cost for labor and materials to stripe the court with standard basketball striping.

Proposals should include a plan showing polished concrete surfaces including a schedule of polishing operations for each area of polished concrete. Please include locations of all joints if applicable. The plan should be submitted before start of polishing operations.

Prices should include all material and labor necessary to complete work described in this document.

Proposal must be an original and signed. We do not accept Oral, Fax or E-Mailed Proposals. Each Proposal must be submitted on the Proposal Forms attached to this RFP. All forms must be completed. Please note – the affidavits are State-Mandated and must be completed and included with your submission.



Contractor Requirements

Contractor shall be responsible for the removal of the existing floor material and installation of the floor finish material at the Jones County Mattie Wells Community Center.

Contractor shall be responsible to obtain waste containers for the removal of all its waste materials, rubbish and packing materials resulting from his/her operations. If installer fails to clean up within seven (7) days after completion, the Owner may do so, and the cost thereof shall be charged to the Installer as a deduction in its contract price.

Contractor shall provide an adequate number of qualified, experienced personnel capable of performing the required work within the time frames set forth in Owner's schedule. All workmen and subcontractors performing work shall be skilled in their respective trades.

Bidders shall be a reputable, recognized organization with at least five years successful experience on work of this type. References of three (3) accounts now being serviced, for which comparable work has been performed, must be furnished. Failure to include references may be ample cause for rejection.

The bidder shall be responsible for all final measurements.

The Owner shall conduct a final inspection of project to assure that all work performed meets specifications.

The Contractor must secure all equipment and materials at the site. Contractor shall be responsible for any and all damages to existing building or grounds, sustained as a result of work under this Contract, caused by either the installation of its work or in the delivery of materials and equipment for its use. The cost of repairing or replacing such damage shall be borne by the responsible Contractor. The repair or replacement work shall be done in a manner as to leave the facilities in the same condition as before the damage occurred, to the complete satisfaction of the Owner. The Contractor is responsible for all damages and losses until the installation has been completed and accepted by the Owner.

Installer shall identify one person, acceptable to the Owner, who shall act as liaison with the Owner. This individual should have the authority to make decisions on behalf of the installer.

Satisfactory Workers Compensation insurance and liabilities and property damage insurance must be maintained and paid for the Contractor at all times work is performed.

Specifications

- A. Source Limitations for Polished Concrete Finishing Materials: Obtain concrete floor liquid treatment products of one manufacturer with resources to provide products of consistent quality in physical properties and resulting appearance.



- B. Field Sample Panels: After approval of verification sample and before casting concrete, produce field sample panels to demonstrate the approved range of selections made under Sample submittals. Produce a minimum of three sets of full-scale panels, approximately 48 by 48 inches (1200 by 1200 mm) minimum, to demonstrate the expected range of finish, color, and appearance variations.
1. Locate panels as indicated or, if not indicated, as directed by County Staff.
 2. Maintain field sample panels during construction in an undisturbed condition as a standard for judging the completed work.
 3. Demolish and remove field sample panels when directed.
- C. Mockups: Before casting concrete, build mockups to verify selections made under Sample submittals and to demonstrate typical joints, surface finish, tolerances, and standard of workmanship. Build mockups to comply with the following requirements, using materials indicated for the completed work:
1. Build mockups in location and of size indicated or, if not indicated, as directed by County staff.
 2. Use the same personnel, equipment, tools and methods as will be used for the remaining interior floor slab.
 3. Mockup shall demonstrate each color, all joint treatments, inside wall edge treatments, and any protective sealers.
 4. Demonstrate curing, finishing, and protecting of polished concrete.
 5. Do not begin full scale product applications, floor polishing operations, or deliver major materials until County staff has approved mockup.
 6. Subject to compliance with requirements, approved mockups may become part of the completed work if undisturbed at time of Substantial Completion.

Other Information

Site visits by prospective vendors may be arranged by contacting Parks and Recreation Director Matt Goins at (478) 256-5884.

If contractor plans to use any subcontractors for the performance of this work, please indicate that in your submission and provide references for work performed by that subcontractor.

Terms and Conditions

- The County reserves the right to reject and or all bids or proposals, to waive technicalities, and to make a selection and final award as deemed to be in the best interest of the County.
- Provider selection will be based on the information contained in the bids, and incomplete or inaccurate information may result in disqualification of a proposal or a bidder.
- The Jones County Board of Commissioners reserves the right to accept or reject any or all bids, to solicit additional bids, or to amend or revise bid documents.



- Bidders are required to submit three references from projects similar in size and cost that have been completed in the past 5 years.
- The proposal submitted by each proposed vendor will be treated as best and final. There will be no opportunity to negotiate fees during the selection process.
- If you plan to use subcontractors to perform any of the work described above, please identify the subcontractors you plan to use and explain the role they would play in this project. Also provide 3 references for the subcontractor you plan to use.
- The County does not guarantee the purchase of any/all equipment.
- The County reserves the right to terminate any contract for this equipment and/or services for any of the following reasons:
 - a. If the equipment/service is not delivered/completed on an agreed-upon schedule.
 - b. If the equipment/services delivered is not the same equipment/services bid.
 - c. Receipt of substandard product/service.
 - d. Poor workmanship.



Bid Form

Checklist

- Contractor complies with insurance requirements**
- References attached**
- Subcontractor information and references attached (if applicable)**
- E-Verify Affidavit attached**
- Application for Public Benefit attached**

I understand that I will need to provide a certificate of insurance as outlined in the attached insurance requirements prior to beginning work. I further understand that I will be required to submit the attached Prime and Subcontractor's Work Authorization Certification and affidavit verifying status for County Public Benefit Application (copy attached), prior to beginning work.

I certify that the bid below includes all work described in these bid documents and meets all specifications outlined in the bid documents:

Total Amount: \$ _____

Alternate #1: Removal of Floor Tiles by County Staff – DEDUCT \$ _____

Company: _____

Address: _____

Contact: _____ E-mail Address: _____

Phone: _____ Fax: _____

Signature of Company Official: _____



References

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:

Government/Company:

Contact Person:

Title:

Phone Number:

Project Description:

Date of Project:



Contractor Insurance Requirements

Contractor's Insurance Provisions: During the life of the contract and for such additional time as may be required, the contractor will provide, pay for, and maintain in full force and effect the insurance outlined here for coverage at not less than the prescribed minimum limits of liability, covering the contractor's activities, those of any and all subcontractors, or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable.

Certificate of Insurance: Before starting work, the contractor will give the owner a certificate of insurance completed by a duly authorized representative of their insurer certifying that at least the minimum coverage required here are in effect and specifying that the liability coverage are written on an occurrence form and that the coverage will not be canceled, non-renewed, or materially changed by endorsement or through issuance of other policy(ies) of insurance without 60 days advance written notice to:

Jones County Board of Commissioners
P. O. Box 1359
Gray, Ga. 31032

Failure of the owner to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the owner to identify a deficiency from evidence provided will not be construed as a waiver of the contractor's obligation to maintain such insurance.

The acceptance of delivery by the owner of any certificate of insurance evidencing the required coverage and limits does not constitute approval or agreement by the owner that the insurance requirements have been met or that the insurance policies shown in the certificates of insurance are in compliance with the requirements.

If the contractor fails to maintain the insurance as set forth here, the owner will have the right, but not the obligation, to purchase said insurance at the contractor's expense. Alternately, the contractor's failure to maintain the required insurance may result in termination of this contract at owner's option.

Insurance Primary: All coverage required of the contractor will be primary over any insurance or self-insurance program carried by the owner.

No Reduction or Limit of Obligation: By requiring insurance, the owner does not represent that coverage and limits will necessarily be adequate to protect the contractor. Insurance affected or procured by the contractor will not reduce or limit the contractor's contractual obligation to indemnify and defend the owner for claims or suits which result from or are connected with the performance of this contract.

Duration of Coverage: All required coverage will be maintained without interruption during the entire term of this contract and following final acceptance of the property by the owner.



Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (Jones County) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 202__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 202__.

NOTARY PUBLIC

My Commission Expires:



Subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (_____ - name of contractor) on behalf of (Jones County) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five business days of receipt, a copy of such notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 202__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 202__.

NOTARY PUBLIC

My Commission Expires:



Sub-subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(4)

By executing this affidavit, the undersigned sub-subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract for

(_____ -name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and

(_____ name of contractor) on behalf of (Jones County) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Additionally, the undersigned sub-subcontractor will forward notice of the receipt of any affidavit from a sub-subcontractor to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Sub-subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Sub-subcontractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 202__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 202__.

NOTARY PUBLIC
My Commission Expires:



**Affidavit Verifying Status
County Public Benefit Application
Jones County Board of Commissioners**

By executing this affidavit under oath, as an applicant for a Jones County Georgia Business Occupation Tax Certificate, Alcohol License, Taxi Permit or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a Jones County Business Occupation Tax Certificate, Alcohol License, Taxi Permit or other public benefit (circle one) for _____ . [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1) _____ I am a United States citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date

Printed Name:

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

___ DAY OF _____, 20__

*

Alien Registration number for non-citizens

Notary Public _____

My Commission Expires: _____

***Note:** O.C.G.A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:



OPTIONAL — FOR NON-BIDDERS ONLY

**JONES COUNTY BOARD OF COMMISSIONERS – PURCHASING DEPARTMENT
NO BID STATEMENT**

In an effort to make the procurement of goods and services for the County as competitive as possible, we are soliciting information from contractors and/or vendors who cannot bid. Your responsiveness and constructive comments will be appreciated. Completion of this form will assist us in evaluating factors which relate to the competitiveness of our bids. Please check any of the boxes below which may apply. Please explain any issues that you feel needs to be addressed.

- Specifications - Restrictive, too light", unclear, specialty item, geared toward one (1) brand or manufacturer only. *(Please explain in detail below).*
- Manufacturing - Unique item, production time for model has expired, etc.
- Bid Time - Insufficient time to properly respond to bid or proposal.
- Delivery Time - Specified delivery time cannot be met.
- Payment - Payment terms unacceptable. *(Please be specific)*
- Bonding - We are unable to meet bonding requirements.
- Insurance - We are unable to meet insurance requirements.
- Removal - Remove our firm from your bidders list for the particular commodity or service.
- Keep - Please keep our company on your bidders list for future reference.
- Project is: / Too Large ___/ Too Small _____ / Site or Location is Too Distant
- Miscellaneous - Do not wish to bid, do not handle this type of item(s) or services, unable to compete, Contract clauses are unacceptable, etc. *(Please be specific)*
- Our company would only be interested in this project as a subcontractor or supplier.

VENDOR STATEMENT:

Bid Description: _____

Company Name: _____

Company Official Name: _____

Company Official Signature: _____

Telephone Number: _____

Email Address: _____

**JONES COUNTY BOARD OF COMMISSIONERS – PURCHASING DEPARTMENT
(478) 986-6405 x 1161
leslie.faulk@jonescountyga.org**