

REQUEST FOR PROPOSALS
Hickory Road and Palm Street Intersection
Improvements Landscaping Project
RFP# 2019-01



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Hickory Road and Palm Street Intersection Improvements Landscaping Project RFP# 2019-01

Purpose:

To provide landscaping for the Hickory Road and Palm Street Intersection Improvements.

Introduction:

The City of Holly Springs seeks to have the Hickory Road and Palm Street Intersection Improvements project landscaped per the approved plans.

Plans are available on the City of Holly Springs's website; www.hollyspringsga.us.

For consideration, Responses to Proposals should be received no later than November 1, 2019 at 2:00 PM. Any submittal received after this date and time will not be considered and will be returned unopened to the Proposer. Specific services to be provided are shown in the "Scope of Services" section of this RFP.

Interested and qualified Proposers are requested to make a response to accomplish the Scope of Services described herein. The response is to be signed by a duly authorized official of the Proposer and must be submitted in time, manner, and form prescribed.

This solicitation does not constitute an offer by the City of Holly Springs to enter into a contract and is not an offer which can be accepted by the Proposer to form a contract. No offer made in response to the terms and conditions of this RFP may include any terms or conditions which can bind the City of Holly Springs to the qualified, selected Proposer. The City of Holly Springs reserves the right to reject any and all proposals and to waive technicalities as deemed in the best interest of the project. The City of Holly Springs reserves the right to request additional information from Proposers as deemed necessary to analyze proposals.

Project Information:

Project Location: Hickory Road and Palm Street Intersection
Holly Springs, GA 30115

Project Owner: City of Holly Springs
P.O. Box 990
Holly Springs, GA 30142

Representative: Robert H. Logan, City Manager
(770) 345-5536
rlogan@hollyspringsga.us

Scope of Services:

The City of Holly Springs plans to contract with a proposer to landscape the area per the Hickory Road and Palm Street Intersection Improvements project drawings.

New installed items include groundcover, shrubs, and trees. Appendix A

The RFP should include an overall cost as described in the **Method of Bidding** below. The Proposer must also include a timetable describing a general time frame for the project's completion.

Planning Constraints:

Landscaping taking place must not interfere with the road or pose a danger to citizens in the vicinity.

Mandatory Planning Dates:

Break Ground Date: September 30, 2020 (or before)

Project Completion: December 31, 2020 (or before)

Proposers should be aware that cost will be a factor. The City of Holly Springs reserves the right to negotiate with Proposers after reviewing submitted proposals.

Response to RFP:

All questions as to the interpretation of the RFP packet must be submitted via email to Robert H. Logan at rlogan@hollyspringsga.us. All questions submitted by the following due date will be published on the City of Holly Springs website for review.

RFP Dates:

Questions due: October 25, 2019 by 2:00 PM

RFP Responses due: November 1, 2019 at 2:00 PM

Announcement of Award: November 18, 2019

Each bidder promises and agrees that its proposal shall be irrevocable for a period of 90 calendar days after submittal date and will not be withdrawn or modified during that time unless written agreement between the City of Holly Springs and the Bidder. If necessary, the period of time specified may be extended by written agreement.

Proposal should include the following:

1. Bid Schedule (Appendix A)
2. Contractor's Statement of Qualifications

*Note all information requested must be submitted on the forms provided with the Bid Schedule and Contractor's Statement of Qualifications, located at the end of this RFP.

Method of Bidding:

Bid prices shall include everything necessary for the completion of the work including, but not limited to, providing the materials, equipment, tools, plant and other facilities, and the management, superintendence, labor and services. Bid prices shall include allowance for Federal, state and local taxes.

Bidders must satisfy themselves as to the accuracy of the estimated quantities in the bid schedule by examination of the site and a review of the drawings and specifications including any addenda. After bids have been submitted, the Bidder shall not assert that there has been any misunderstanding concerning the quantities of work or of the nature of the work to be done.

Project Initiation Fee:

Lump sum price is for mobilization, bonding, insurance, and all other fees associated with initiating the project. This line item shall not exceed four (4) percent of the total Bid Price and is a one-time only payment. Payment will be made following completion of one-time contractor mobilization prior to initiation of the work.

Addenda:

Each bid schedule shall include specific acknowledgment in the space provided of receipt of all addenda issued by the Owner during the bidding period. Failure to so acknowledge may result in the bid being rejected as non-responsive.

Indemnification and Insurance:

The firms shall carry professional/public liability insurance coverage and workers compensation insurance covering itself, and all of its employees and agents, and shall indemnify and hold harmless the City of Holly Springs, their representatives, and employees from any claims, demands, actions, and cause for actions arising from any negligent act or non-act while under the terms of the contract. Proof of insurance shall be provided prior to contract execution.

Appendix A
BID SCHEDULE

CITY OF HOLLY SPRINGS HICKORY AND PALM STREET INTERSECTION
IMPROVEMENTS LANDSCAPING PROJECT

Base Bid				
<u>Item No</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Total Price</u>
1.	Project Initiation Fee (This line item should not exceed 4% of the total bid price)	1	LS	
2.	Tree - Chionanthus retusus / Chinese Fringe Tree (B&B - 4" caliper)	30	EA	
3.	Tree - Nyssa sylvatica 'Black Tupelo' / Black Gum (B&B - 3.5" caliper)	31	EA	
4.	Tree - Ulmus americana 'Jefferson' / American Elm (B&B - 3.5" caliper)	29	EA	
4.	Shrub - Ilex vomitoria 'Stokes Dwarf' / Dwarf Yaupon (5 gal.)	96	EA	
5.	Groundcover - Gaura lindheimeri 'Geyser White' / Geyser White Guara (flat)	345	EA	
6.	Groundcover - Muhlenbergia capillaris 'Regal Mist' / Pink Muhly (1 gal.)	239	EA	
7.	Groundcover - Perovskia atriplicifolia 'Little Spire' / Little Spire Russian Sage (flat)	295	EA	
8.	Groundcover - Rudbeckia hirta / Black-eyed Susan (flat)	1,373	EA	
9.	Sod - Cynodon dactylon 'TifTuf' / TifTuf Bermuda	35,700	SF	
10.	Mulch (triple shredded hardwood - 3" depth)		LS	
11.	Soil Amendments - 3" depth of equal-mix mineral topsoil, aged fines, and composted cow manure shall be roto-tilled to a depth of 6-8" in landscape planting beds.		LS	
	Total Bid Price			

TOTAL BID PRICE (IN WORDS) _____

Contractor's Name _____

CONTRACTOR'S QUALIFICATION STATEMENT

1. Name of Contractor: _____
(AS REGISTERED WITH THE SECRETARY OF STATE)
2. Contact Information:
 - a. Mailing Address: _____

 - b. Business Address: _____

 - c. Telephone number: (____) _____
 - d. Fax number: (____) _____
 - e. Primary Contact Person:
Name: _____
Email Address: _____
3. Licensing Information:
 - a. Business License Number: _____ County of Issue: _____
4. Type of Organization (check appropriate block):
☐ Corporation ☐ Partnership ☐ Sole Proprietorship
 - a. If corporation, indicate:
State of incorporation: _____ Date: _____
 - b. If partnership, indicate date of organization: _____
 - c. If sole proprietorship, indicate number of years in continuous business: _____
5. How many years of experience in the proposed type and size of work has your organization had as a general contractor? _____
6. Statement of bidder's capacity to accomplish the work in the required time:

