

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---



**Request for Proposal**

**Bulloch County Board of Commissioners  
Master Facilities Plan**

**ANNOUNCEMENT**

The Bulloch County Board of Commissioners is accepting proposals *from qualified professional consultants* for this project. Prospective firms shall file all documents necessary to support its proposal. NO ELECTRONIC SUBMISSIONS ACCEPTED.

Vendors are responsible for the actual delivery of submittals during normal business hours to the Bulloch County Board of Commissioners, North Main Annex, 115 North Main Street, Georgia 30458. An ORIGINAL PROPOSAL along with SIX (6) copies, and any supporting documents, must be submitted in a sealed clearly marked envelope.

A voluntary vendor's conference is scheduled for **10:00 a.m. on November 21, 2023**, at the at the Bulloch County North Main Annex Conference Room.

Proposals will be recorded as received by the Purchasing Manager at the County North Main Annex on December 19, 2023, at 2:00 p.m. The RFP review committee will then proceed to determine conformity with the specifications and other criteria. The County Manager may, at his option, request any or all vendors to make an oral presentation at a later date. Upon the closure of the evaluation, the County Manager will recommend selection of a proposal to the Board of Commissioners for final approval at their next subsequent regular meeting.

The Bulloch County Board of Commissioners is an equal opportunity procurer.

An RFP package may be requested by contacting the Bulloch County Purchasing Manager below. Project inquiries may be directed to the Project Manager, below.

The contact persons for this project are as follows:

Project Management:	Randy Newman, Special Projects Manager rnewman@bullochcounty.net
Procurement Process:	Faye Bragg, Purchasing Manager fbragg@bullochcounty.net

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**1.0 TERMS AND CONDITIONS**

Disqualification: Proposals may be disqualified for: a) receipt of the proposal by the County past the stated deadline; b) any irregularities; c) unbalanced unit price or extensions; d) unbalanced value of any items; e) failure to complete proposal information correctly, or f) *failure to comply with the restrictions to bidders*. If in the opinion of the Bulloch County Board of Commissioners, the vendor is not in a position to perform the contract, the bid may be disqualified. The County reserves the right to waive any minor informality or irregularities.

***Restrictions to Bidders***: *No employee of Bulloch County shall have a financial interest either directly or indirectly in the purchase of or contract for any goods or services, nor in any firm, corporation, partnership, limited liability company, or any other legal entity furnishing any goods or services to Bulloch County or any of its departments. For the purposes of this provision, an indirect financial interest includes, but is not necessarily limited to, the financial interest of an employee's spouse.*

Lawsuits/Bribery: Prospective vendors shall disclose any record of pending lawsuits, criminal violations and/or convictions, etc., conflicts of interest, or contract defaults.

Liability: The County is not liable for any cost incurred in the preparation of the Proposal. Nor is the County bound by any information provided unless reduced to writing and distributed as a written addendum.

Reservations: The County reserves the right to reject any or all proposals, to award in whole or in part and to waive minor immaterial defects in proposals. Negotiations may be necessary to complete the contract.

Clarification of submittals: The County reserves the right to seek clarification of any point in a respondent's proposal, or to obtain additional information.

Exceptions: Conditional proposals or those that take exception to the specifications will be considered only at the discretion of the Program Manager.

Indemnification: The Contractor agrees to indemnify, hold harmless, and defend the County, its officials, and employees (hereinafter collectively "the indemnitees") from and against any and all claims, damages, liabilities, suits, proceedings, costs, and expenses of litigation (including, without limitation, reasonable attorney's fees) related to or arising in any way out of the performance of this Agreement, unless such is attributable to the sole negligence of the indemnitees. The indemnity obligation of the Contractor will survive the expiration or termination of this Agreement.

Correction or withdrawal of proposals, cancellation of awards: Correction or withdrawal of proposals before or after opening, or cancellation of awards or contracts may be permitted only to the extent that the vendor can show by clear and convincing evidence that a mistake of non-judgmental character was made, are where the award or cancellation is in the best interest of the County.

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

County Obligations: Bulloch County has a standing policy to disqualify or withhold compensation to vendors, contractors and professional consultants from compensation or doing business with the county if there are existing obligations to Bulloch County for any liens, ad valorem taxes, licenses or other financial remittances due to the county.

Licensure: All vendors submitting a proposal must be licensed to conduct business in the State of Georgia.

Insurance Requirements: Contractor shall purchase from and maintain with a company or companies authorized to do business in the state of Georgia the following types of insurance:

- A. Statutorily required workers' compensation insurance.
- B. Commercial general liability insurance, Commercial general liability insurance, with an endorsement naming the County and its officials, officers, and employees as additional insureds, and with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.
- C. Motor vehicle liability insurance with limits of not less than \$1,000,000.00 for bodily injury to or death of one person in any one accident, and not less than \$2,000,000.00 because of bodily injury to or death of two or more persons in any one accident; and not less than \$250,000.00 because of injury to or destruction of property.
- D. Professional liability insurance (i.e., errors and omissions insurance) in an amount not less than \$5,000,000.00 per occurrence.

Project Schedule: ***The project should be completed by January 5, 2025.*** One ninety (90) day extension shall be granted at the discretion of the County Manager if the extension shall be in the best interest of the county. The proposed starting date shall occur upon receipt by the successful vendor of notice to proceed.

Forms: The vendor shall complete all required forms and attachments.

Delivery of Proposals: Bidders will be responsible for the delivery of their bids in a timely manner. Reliance upon U.S. Mail or other carriers is at the bidder's risk. Late bids will not be considered.

Award: All proposals will be awarded to the most responsive and cost-effective vendor. The vendor to whom the award is made will be notified at the earliest possible date. The purchaser reserves the right to reject the award to a vendor who has previously failed to perform properly, or to complete on time contracts of a similar nature.

**2.0 BACKGROUND**

**2.1 Community Profile**

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

Located northwest of Savannah, Georgia, the current resident population of Bulloch County is estimated at 83,059 residents, with the county seat of Statesboro having an estimated resident population of 33,399. Bulloch County's population has grown thanks to multi-sector economic growth and a university enrollment boom that has been occurring since 1985. Statesboro is home to Georgia Southern University, having an enrollment of approximately 21,000 students. It is estimated that there are nearly 39,000 in the labor force in Bulloch County. Bulloch County hosts several major employers including Wal-Mart Distribution, Briggs and Stratton, Cardinal Glass, Georgia Southern University, and coming in 2024 Aspen Aerogels. Also coming in nearby Bryan County in 2025 will be The Hyundai Motor Group where three Tier I suppliers have now located in Bulloch County. By 2030, Bulloch's population may swell to over 98,000 residents, with 5,000+ residents locating in Bulloch County south of Brooklet near the Bryan County line.

**2.3 Preferred Target Date of Completion**

January 5, 2025.

**2.4 Purpose and Objectives**

The expected local and regional populations surge requires the county government to re-calibrate its future facilities planning efforts. The purpose is to study and address short-term, intermediate, and long-term needs for existing and future facilities for the Bulloch County Government. The expected outcome is a plan to guide the County's short-term, intermediate, and long-term capital investments in buildings and facilities. The goals, objectives, and initiatives recommended should:

- Reflect community values.
- Be understood and supported by the Board of Commissioners and other County elected officials and stakeholders.
- Be economically feasible.
- Consider recent industrial and residential growth and its impacts.

The Consultant shall work with the County staff to apply well-established industry standards to ensure consistency and completeness of data gathered at different facilities and provide an assessment schedule with planned survey dates for specific facilities. The Consultant shall use individuals trained, licensed, or certified in construction, engineering, planning, and architecture.

**3.0 BASIC SCOPE OF WORK AND DELIVERABLES**

The three phases that follow are the current minimum or basic scope of work and deliverables required under this contract. Additional or supplemental tasks and work elements may be negotiated before final contract approval. After the negotiation process and before proceeding with work tasks, the selected consultant will work with County staff to prepare a final scope and schedule for inclusion in a contract agreement.

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**3.1 Existing Facilities Condition Assessment: Technical Report #1**

The Consultant shall conduct interviews with designated County representatives to elicit individual perspectives of problems needing solutions and observations of past, current, and expected future operational and facility needs and deficiencies.

The Consultant shall perform a non-destructive visual inspection of each facility in Appendix B, reviewing, documenting, and identifying systems-level deficiencies to include photographs of significant physical condition deficiencies.

The Consultant shall identify and assess building and facility conditions according to:

- Structural integrity of major building components for each building (substructure, shell, interior) and the estimated life expectancy.
- Functional condition of current lighting, plumbing, electrical, mechanical and fire protection systems.
- Candidacy for energy efficiency improvements.
- Historic or cultural value, if any.
- Compliance with all applicable building codes and ADA requirements.

The Consultant will prepare a report for each facility and building system presenting significant capital repair and replacement requirements within a 10-year planning horizon. This report shall include a database that includes facility condition information, operational assessments, drawing where available and other information. Develop a prioritization tool or index in conjunction with the database. Significant shall mean \$100,000 or more.

**3.2 Space and Programming Needs Assessment: Technical Report #2**

The Consultant shall conduct interviews with designated County representatives to elicit individual perspectives for space and programming needs, deficiencies and where future facilities should be expanded or located and constructed, if needed.

***It should be kept in mind that the County will be performing a future workforce demand study during the project period. The Consultant for this engagement may gain intelligence from the selected workforce study consultant with regard to forecasting space and programming needs.***

For each existing building, the Consultant shall identify and assess building space and programming needs according to:

- The existing interdepartmental working relationships and the need for adjacency.
- The nature of work performed for each workspace.
- The adequacy of the workspace in terms of size and functionality.
- The number of employees using each space.
- The adequacy of acoustics and climate control.

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

- The functional and programming requirements for security, communications and information technology infrastructure, conference and meeting rooms, printer and copier areas, and file and storage space.
- The functional and programming requirements for lobbies, restrooms, mechanical spaces, vestibules, stairwells, elevators, hallways, and other common use spaces.
- Each facility's land-based features support the facility on its site, including public and entry access (including ADA features), and pedestrian maneuvering and parking capacity for public and staff needs.
- If new facilities are needed, identify and assess options to retrofit, re-use or de-commission abandoned or vacated facilities or space.
- Determine whether a building may be found to have significant physical condition and functional deficiencies, with costs of corrective measures exceeding replacement value.

Where there is a current space shortfall or existing operational deficiencies in each building, the Consultant shall identify and assess additional future space requirements according to:

- Industry practices, standards and benchmarks.
- The function of service delivery and utilization.
- Future population growth and density.
- Proximity to overlapping services.
- Existing facility deficiencies.

The Consultant will prepare a report for existing and future space and programming needs addressing the adequacy and functionality of existing space, the need for additional future space (with ideal location), and options for the retrofitting of vacated space. Present significant project requirements within a 10-year planning horizon. Significant shall mean \$100,000 or more.

### **3.3 Master Facilities Plan: Final Report and Work Program**

The Consultant will use the information developed in the prior assessments to recommend a 10-year master planning schedule (by year) for capital repair and replacement requirements, existing space renovations or expansions, de-commissioned facilities, and for new facilities. The schedules shall be accompanied by opinions of probable cost. These schedules shall consider the necessary stages of land acquisition, pre-design, design and construction activity and any impact upon the continuity of services and operations.

The Consultant will prepare performance measures to help prioritize projects that includes a Facilities Quality Index (FQI) for each existing building. This Index will reflect the financial needs for total capital renewal that includes the estimated costs for physical condition and functional needs. The metric is calculated as:

$$\text{FQI} = \$ \text{ Physical Conditions} + \$ \text{ Functional Needs} / \text{ Current Replacement Value.}$$

Ten (10) copies of the plan shall be supplied to the County for distribution. All documents shall be formatted and bound in a manner that will allow it to be revised or updated without reprinting the entire document. A copy in electronic format shall also be provided, along with electronic copies of all supporting analyses and information. The entire report as well as any

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

maps, renderings or drawings will be provided to Bulloch County in digital format so that the work can be reproduced for future use by staff, designers, and contractors.

## **5.0 PROPOSAL REQUIREMENTS**

### **5.1 Technical Proposal Content**

The technical proposal should be submitted separately from the price proposal in a sealed envelope clearly marked, "Technical Proposal" with the consultant's name identified on the front of the envelope. Please do not add any marketing material unless it is relevant to explaining your project approach. Bulloch County may, in its sole discretion, request clarifications of the information submitted, or may reject any proposal that does not meet RFP requirements. ***Extraneous illustrations and supplemental attachments and explanations are not acceptable. Prose and style should be straight-forward and not superfluous. Please include the following information.***

#### **5.1.1. Abstract (Maximum of 15 pages)**

- The firm's specific abilities and expertise related to this type of project with examples.
- The interest in and understanding of the project; indicate any concerns regarding permitting, scheduling, site, etc.
- The approach to the project that may or may not differ from the proposed scope but should be relevant to the spirit or intent of the project or reflect a similar project approach you have used before.
- A list/matrix of key project personnel with roles and responsibilities.
- A list/matrix of key subconsultants with roles and responsibilities.
- The current workload for key personnel and subconsultants dedicated to this project and how it will be incorporated into their schedule.
- How client communications will be handled.
- Techniques or methods of quality control the firm will apply to the management of the project.
- Disclosure of any pending legal or ethical charges against the firm.
- Project schedule showing the sequence of tasks and deliverables in the form of a Gantt or PERT chart is preferred.
- Client references/contacts for relevant projects (name, address, telephone number, e-mail, etc.).

#### **5.1.2 Procurement Forms**

- Non-Collusion Affidavit (Appendix B)
- Bidder Declaration Affidavit (Appendix B)
- E-Verify Affidavit (Appendix B)
- GSA Standard Form 330 (can be downloaded at <http://www.gsa.gov/portal/forms>): ***All proposers and sub-consultants must fill out GSA Form SF-330 according to and compliant with its instructions to illustrate the firm's qualifications and experience.***
- Evidence of current qualification by the GDOT for the area class of transportation planning.

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

- Price Proposal (Appendix B)
- The price proposal should provide a statement for:
  - Lump-sum cost estimate for the BASIC SCOPE OF WORK
  - Additional work recommended by the bidder.

## **5.2 Proposal Evaluation and Award Criteria**

All proposals received by the deadline shall be subject to an evaluation by a selection committee of County staff for the purpose of recommending a consultant. Proposals must be complete and responsive to all sections of the RFP. Proposals that do not fulfill all program requirements or omit any of the proposal contents as described in the RFP may be cause for rejection.

The proposals will be evaluated based on a two-step process. The first step will involve an evaluation of each consultant's technical proposal, using the selection criteria below. The top ranked consultants may be asked to make an oral presentation as a part of this step. The second step will involve reviewing the price proposal for the consultant with the highest technical score from the first step. If the selection committee determines that the price proposal of the consultant with the highest technical score is reasonable, negotiations will commence. If an agreement cannot be reached, then the price proposal for the next highest technical score will be reviewed. This evaluation process will continue until a recommendation of award can be made in the best interest of all parties.

In the second step, the consultant rankings will be assigned by the selection committee. Upon approval, negotiations will commence with the highest ranked consultant. The contract will be recommended for award to the governing body of the County upon reaching an agreement on a final work plan and price. If an appropriate agreement cannot be reached with the highest ranked consultant, the second ranked consultant will be approached, and so on.

The scoring rubric for making the recommendation selection are as follows:

### **5.3.1 Methods and Approach: 25 Points.**

Evaluate the technical soundness of the consultant's stated approach to the project, and the understanding of the project's purpose. Innovative approaches or techniques that go beyond the suggested scope of work can maximize the score for this category, but it must be shown how this will be accomplished within the budget and time limits. Consultants should feel free to suggest other requirements and problems that may have been overlooked or omitted in the scope of work.

### **5.3.2 Capability and Qualifications: 30 Points.**

Evaluate the firm's ability to meet the terms and scope of the project based on previous project history, and the qualifications of personnel and subconsultants.

### **5.3.3 Schedule: 15 Percent.**

Evaluate the clarity and adequacy aligned with the project tasks and deliverables.



**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**5.3.5 Price Proposal: 30 Percent.**

Once firms have been ranked and pre-qualified, the second step of evaluating price proposals will occur. The highest priced qualified firm will be given 30 points. Higher priced proposals will be ranked and assigned points by determining their proportional spread from the lowest priced firm. For example, if six firms submit a price proposal, the highest priced firm will be given 15 points, and the next five will likely score 18, 21, 24, 27, then 30, unless price margins are narrower.

**5.0 RFP Schedule**

The County will convene a Consultant Selection Committee to evaluate and rank the consultants that respond to this RFP. This evaluation will be based on the proposals submitted and (at the discretion of the committee) on interviews with those consultants who appear to be particularly well qualified based on their written proposals. The County anticipates the following schedule for the selection process:

<i><b>RFP Schedule</b></i>		
<i><b>Activity</b></i>	<i><b>Date</b></i>	<i><b>Action</b></i>
RFP Issued	November 9, 2023	Begin circulation.
Vendor’s Conference (In-person only and voluntary)	November 21, 2023 10:00 A.M.	To be held at Bulloch County North Main Annex, 115 North Main Street Statesboro, Georgia.
Return of Responses to Questions at Vendor’s Conference	November 28, 2023	Answers to be returned via e-mail to all attending vendors.
Proposal Submission Deadline	December 19, 2023 2:00 P.M.	Submit one (1) original copy and six (6) copies to: Bulloch County BOC 115 North Main Street Statesboro, Georgia 30458 Purchasing Office Attn: Master Facilities Plan RFP
Evaluation-Interviews	January 8, 2024 – January 12, 2024	Evaluation Team
Recommendations	January 27, 2024	Evaluation Team
Selection	February 5, 2024	Bulloch BOC
Final Negotiations and Notice to Proceed	February 7 -14, 2024	Project Manager

**6.0 CLIENT SUPPORT**

**6.1 Staff Support**

The County will provide staff support and assistance in the following areas:

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

- GIS support.
- Available data, plans, reports, et al.
- Technical staff (planning, engineering, finance/budget, public information) support to ensure that all strategic issues are addressed.

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**APPENDIX A  
EXISTING FACILITIES LIST**

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

Street Address	City	State	Occupancy	Square Feet	Year Built	Sprinkler	Alarm
<b>JUDICIAL</b>							
2 North Main Street	Statesboro	GA	Courthouse	14,121	1894	ALL	Fire
28 Hill Street	Statesboro	GA	Probation Office	5,516	1960	None	None
101 Oak Street	Statesboro	GA	Magistrate	6,207	1960	None	None
20 Siebald Street	Statesboro	GA	Judicial Annex	33,933	1997	Partial	Fire
1 Courtland Street	Statesboro	GA	DA's Office Building	10,080	1940	None	None
<b>ADMINISTRATION</b>							
115 North Main Street	Statesboro	GA	Bulloch County Annex I	15,102	1975	None	None
113 North Main Street	Statesboro		Bulloch County Annex II	13,849	2015	Yes	Yes
37 North Walnut Street	Statesboro	GA	Building Inspections	1,299	1960	None	None
39 North Walnut Street	Statesboro	GA	Code Enforcement	640	1970	None	None
122 Nevils-Denmark Road	Pembroke	GA	Nevils Voting Bldg	640	1980	None	None
4472 Rocky Ford Rd	Lockhart	GA	Lockhart Voting Bldg	5,852	1998	None	None
63 Lanier Road	Pembroke	GA	Bay Voting Bldg	594	1975	None	None
3023 Harville Road	Statesboro	GA	Emit Voting Bldg	1,040	1990	None	None
201 Kelly Pond Road	Statesboro	GA	Voting Building	595	1975	None	None
15226 Highway 119 Conn	Stilson	GA	Stilson Voting Building	1,540	1985	None	None
<b>PUBLIC SAFETY</b>							
Hwy 301 North	Statesboro	GA	Animal Shelter - Holding	754	1980	None	None
Hwy 301 North	Statesboro	GA	Animal Shelter - Admin	2,633	1980	None	None
Hwy 301 North	Statesboro	GA	Animal Shelter – Cat	576	1980	None	None
Hwy 301 North	Statesboro	GA	Animal Shelter – Euth	512	1980	None	None
Hwy 301 North	Statesboro	GA	Animal Shelter - Trap	90	1980	None	None
Hwy 301 North	Statesboro	GA	Drug Task Force	2,150	1972	None	Security
West Grady Street	Statesboro	GA	EMS Bldg	7,408	1994	None	None
17245 US-301	Statesboro	GA	911/EOC	4,720	2008	Yes	Yes
12 Main Street	Register	GA	Register Fire Dept	3,672	1975	Unknown	Unknown
113 Nevils-Denmark Road	Pembroke	GA	Nevils Fire Dept	2,975	1990	None	None
63 Lanier Road	Bay District	GA	Bay Fire Dept	3,500	1980	Unknown	Unknown
93 Stilson-Leefield Road	Brooklet	GA	Stilson Fire Dept	3,096	1985	None	None
300 Lee Avenue	Brooklet	GA	Leefield Fire Dept	3,360	1975	Unknown	Unknown
26750 Hwy 80	Portal	GA	Portal Fire Dept	2,975	1985	None	None
10932 Clito Road	Statesboro	GA	Clito Fire Department	3,500	1980	None	None
410 Highway 80 East	Statesboro	GA	Brooklet Fire/EMS	2,975	1980	None	None
<b>RECREATION</b>							
Hwy 24/ Recreation Dept	Statesboro	GA	5FC Building	3,968	1993	None	None
Hwy 24/ Recreation Dept	Statesboro	GA	4FC Building	3,204	1993	None	None

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

Street Address	City	State	Occupancy	Square Feet	Year Built	Sprinkler	Alarm
Hwy 24/ Recreation Dept	Statesboro	GA	Soccer Concession Bldg	1,711	1993	None	None
16894 Hwy 119	Stilson	GA	Concession/Restroom	1,408	1998	None	None
Highway 24 East	Statesboro	GA	3FC Concession	324	1993	None	None
Highway 24 East	Statesboro	GA	Restroom	700	1993	None	None
Highway 24 East	Statesboro	GA	Practice Field Restroom	700	1993	None	None
1388 Highway 24 East	Statesboro	GA	Maintenance/Offices	4,896	1990	None	None
1388 Highway 24 East	Statesboro	GA	Maintenance Shed	2,752	1990	None	None
416 Cromley Road Ext.	Brooklet	GA	Community Building	4,000	1980	None	None
122 Nevils-Denmark Road	Pembroke	GA	Recreation Dept	756	1999	None	None
1 Arena Boulevard	Statesboro	GA	Main Arena	57,308	2019		
1 Arena Boulevard	Statesboro	GA	Practice Arena	38,364	2019		
1 Arena Boulevard	Statesboro	GA	Stables	41,929	2019		
1 Arena Boulevard	Statesboro	GA	Storage	5,700	2019		
1 Arena Boulevard	Statesboro	GA	Maintenance	1,976	2019		
151 Langston Ch Road	Statesboro	GA	Agribusiness Building	20,156	2003	All	Fire
1 Max Lockwood Drive	Statesboro	GA	Honey Bowen Building	15,960	1976	Yes	Yes
Hwy 24/ Recreation Dept	Statesboro	GA	Splash Concessions #1	900	2004		
Hwy 24/ Recreation Dept	Statesboro	GA	Splash Concessions #2	1,500	2008		
Hwy 24/ Recreation Dept	Statesboro	GA	Tiki Hut	2,310	2017		
Hwy 24/ Recreation Dept	Statesboro	GA	Splash Pump House #1	1,800	2004		
Hwy 24/ Recreation Dept	Statesboro	GA	Splash Pump House #2	800	2008		
Hwy 24/ Recreation Dept	Statesboro	GA	Splash Aquatics Bld	800	2004		
Hwy 24/ Recreation Dept	Statesboro	GA	Pool Bathhouse	4,804	2004		
Hwy 24/ Recreation Dept	Statesboro	GA	Splash Men's Bathhouse	1,027	2004		
Hwy 24/ Recreation Dept	Statesboro	GA	Splash Women's Bathhouse	1,027	2004		
Hwy 24/ Recreation Dept	Statesboro	GA	Tennis Center	2,198	2012		
121 Martin Luther King Drive	Statesboro	GA	Jones Love Building	3,200	2010		
106 Proctor Street	Statesboro	GA	Old DFACS (Rental)	8,402	1960	None	Yes
11 N College	Statesboro	GA	Old Health Dept (Rental)	6,171	1960	Unknown	Yes
5 Altman St	Statesboro	GA	Health Dept (Rental)	14,250	1994	Partial	Yes
Joe Kennedy Parkway	Statesboro	GA	Ga Dept Audit (Rental)	2,700	1998	None	None
3 Altman Road	Statesboro	GA	Teen Center	5,880	1992	ALL	Yes
40 Pulaski Highway	Statesboro	GA	D F A C S (Rental)	16,090	1997	Partial	Yes
500 Grenade Street	Statesboro	GA	Senior Center	8,000		Yes	Yes

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**APPENDIX B  
MANDATORY PROCUREMENT FORMS**

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**BULLOCH COUNTY, GEORGIA  
NON-COLLUSION AFFIDAVIT**

The following affidavit is to accompany the proposal:

STATE OF:

COUNTY OF:

Owner, Partner or Officer of Firm:

Company Name, Address, County and State:

The undersigned, being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the vendor to submit the attached proposal. In making such representation, affiant further states for himself/herself and on behalf of vendor, that they have not been a party to any collusion among vendors in restraint of competition by agreement to submit a bid or proposal at a fixed price or to refrain from proposing; or with any office of Bulloch County or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between vendors and any official of Bulloch County or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_ 20\_\_.

NOTARY PUBLIC \_\_\_\_\_

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**BULLOCH COUNTY, GEORGIA  
BIDDER DECLARATION**

The Bidder understands, agrees and warrants:

That the Bidder has carefully read and fully understands the full scope of the specifications.

That the Bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That this bid shall be valid for 60 days.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to January 16, 2023, but may not be withdrawn after such date and time for a period of 60 days.

That Bulloch County reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. Bulloch County reserves the right to waive any technicalities or informalities in the bidding.

That by submission of this bid the Bidder acknowledges that Bulloch County has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the Bidder.

If a partnership, a general partner must sign.

If a corporation the authorized corporate officer(s) must sign, and the corporate seal must be affixed to this proposal.

BIDDER:

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

AFFIX CORPORATE SEAL (if applicable)

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

NOTARY PUBLIC \_\_\_\_\_



**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**CONTRACTOR E-VERIFY AFFIDAVIT AND AGREEMENT**

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 contracting with Bulloch County, Georgia has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with Bulloch County, Georgia, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Subcontractor Affidavit provided in Georgia Department of Labor Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to Bulloch County, Georgia at the time the subcontractor(s) is retained to perform such service. Call 1-(888)464-4218 with questions.

\_\_\_\_\_  
Federal Work Authorization E-verify Company ID#

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Company Name

By: \_\_\_\_\_  
Authorized Officer or Agent

\_\_\_\_\_  
Date

(Contractor Name)

\_\_\_\_\_  
Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

\_\_\_\_\_  
Master Facilities Plan  
Name of Project

\_\_\_\_\_  
Bulloch County, Georgia  
Name of Public Employer

SUBSCRIBED AND SWORN BEFORE ME ON THIS  
THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:  
\_\_\_\_\_

\* As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

**CONTRACT NO. 24-01-CF-CIP  
REQUEST FOR PROPOSAL:  
MASTER FACILITIES PLAN**

---

**PRICE PROPOSAL**

The Bidder proposes the following lump-sum, not-to-exceed price (including all fees, licenses, taxes, mark-ups, and direct or indirect costs) for the Basic Scope of Work

BASIC SCOPE OF WORK	LUMP-SUM COST (\$)
Technical Report #1:	
Technical Report #2	
Final Report and Work Plan	

**Potential Additional Project Activities:** The Bidder proposes the following lump-sum, not-to-exceed prices for each basic scope of work by category. If no lump sum cost is submitted, please state "NO-BID."

BASIC SCOPE OF WORK	LUMP-SUM COST (\$)
Other (list):	
Other (list):	

I affirm that I am authorized on behalf of the vendor to present the following lump-sum price proposal(s).

By: \_\_\_\_\_  
(Name of person authorized to sign)

\_\_\_\_\_  
(Title)

(Corporate Seal)

Business address: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Phone number: \_\_\_\_\_