



Bryan County, Georgia

Request for Proposals
for

Bryan County Public Services Complex

Issue Date: Tuesday October 11, 2022

Issued By: Matt Montanye, Director of Public Works
Bryan County, Public Works Department
500 Ledford Street
Pembroke Georgia 31321

Inquiries: Matt Montanye, Director of Public Works
mmontanye@bryan-county.org

Proposals Due: Thursday November 17, 2022 by 2:00 PM, EDT

BRYAN COUNTY, GEORGIA
Bryan County Public Services Complex

A. PURPOSE:

Bryan County is located in southeast Georgia, on Interstate 95, just south of Savannah. Bryan County is seeking Competitive Sealed Proposals from qualified Design-Build Contractors to provide turnkey design, construction, and delivery of a new 3,600 sq. ft. building. The building will be located at 184 Fort McAllister Road Richmond Hill, GA 31324. This Request for Proposal (RFP) seeks to identify a qualified design-build team with a proven successful performance record of the services specified in this document. Respondents shall propose the best, most experienced and qualified design-build team for the construction of said building. Respondents will be responsible for all aspects of design, bidding, construction, construction administration, commissioning and delivery of the facility in a turnkey manner.

B. GENERAL INFORMATION AND SCHEDULE:

This RFP has been issued on Tuesday, October 11, 2022. All companies interested in submitting a proposal **MUST SUBMIT all addendums if applicable with their proposal.**

The County may award the contract to the vendor demonstrating the most complete response and full compliance with the specifications and in accordance with procurement requirements set forth by the Federal Government. The County is an Equal Opportunity Employer and encourages all small and minority-owned businesses to submit proposals. The County anticipates awarding this contract to the lowest responsive bidder.

A pre-bid conference will be held on Tuesday, November 1, 2022 at 10:00am at the Bryan County Public Works office located at 500 Ledford Street, Pembroke, GA 31321

FACT SHEET

Title of RFP:	2022 Bryan County Public Services Complex
Date of Issue:	October 11, 2022
Pre-bid meeting date:	November 1, 2022 @ 10:00am EST
Last day for questions:	November 3, 2022 @ 5:00pm EST
Proposal due date:	Thursday November 17, 2022 by 2:00pm EST
Copies of proposal required:	Original
Proposal opening date:	Thursday November 17, 2022 @ 2:00pm EST
Proposal submission location:	Bryan County Public Works Facility, Pembroke GA
Project name:	2022 Bryan County Public Services Complex
Site location/Size:	Bryan County, GA
Proposed award date:	December 13, 2022

C. INSTRUCTION TO BIDDERS

Written responses to all written inquiries received by 5:00 PM EDT., November 3, 2022 will be posted on the County's website at www.bryancountyga.org under business; Invitation to Bids, Bryan County Public Services Complex, as an addendum. It is the proposer's responsibility to follow this bid process so that they will be aware of all addenda being posted prior to bid opening. Acknowledgement of all addenda is required. **No County staff or other officials associated with this RFP should be contacted regarding this RFP other than the County Official named below** doing so may result in disqualification.

All inquiries regarding this RFP **Must** be in writing via email and addressed to:

Matt Montanye, Director of Public Works
mmontanye@bryan-county.org

Sealed proposals must be delivered to the Bryan County Public Works located at 500 Ledford Street, Pembroke GA 31321. Proposals **must** be submitted no later than **2:00pm EST, on November 17, 2022**. Proposals must be received in a sealed envelope or container marked "Competitive Sealed Proposals for the "Bryan County Public Services Complex" Place the Project name, and opening date on the submitting envelope or container. Proposals will be publicly opened and read at the designated bid time.

No proposal will be received or accepted after the above specified date and time of the proposal opening. Proposals submitted after the designated date and time will be deemed invalid and returned unopened to the proponent.

All materials and documents submitted in the response shall become the property of the County and will not be returned.

This bid specifications are to be considered as a minimum set of specifications and standards.

Failure to provide adequate information to enable the County to evaluate the bidder, or proposed services, will be considered failure to meet bid requirements and may result in the elimination of the bidder's response.

Failure on the part of a vendor to honor a bid which they have submitted will be considered breach of contract, and may result in said vendor being deemed ineligible to bid on future purchases and disqualified from any successful award on this bid. Vendors are encouraged to double check bid pricing to make sure it is accurate. The bidder agrees to hold the bid price for 90 days following the bid opening.

Warranty

All services provided by the vendor must have a 100% guarantee. If services are not performed as bid, the vendor shall be liable for any damages or loss of funds associated with the failure.

Pricing and Quote Preparation

Pricing will be based off providing the County with a turnkey building.

Bidders are encouraged to list any options or services it may provide that they feel might be of interest to the County, not included in. base bid price

Contract Time & Liquidated Damages:

The contract period for this project is 180 calendar days. Liquidated damages will be assessed at the rate of \$250.00 USD for each day that the project extends past the completion date. Contractor will be credited for the day(s) in which work could not be performed due to inclement of weather or other issues not at fault of the Contractor.

Summary of Qualifications: Proposals must include a cover letter, a description of the Contractors capabilities and services, a discussion of the contractor's expertise relative to the background and experience requirements contained herein.

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D. BACKGROUND

Bryan County is in need of a location on the South end of the county for their Water, Sewer, and Public Works departments to store equipment and perform some office work. The intent of this RFP is for the county to be provided with a turnkey building by the awarded Design Build Contractor (DBC).

Appendix I: County Provided Conceptual Plan

E. SCOPE OF SERVICES

Design-Build Contractor General Responsibilities

The Design-Build Contractor (DBC), which includes the Design-Build Team (DBT) members, shall design, obtain approval of, provide, construct, test, and provide to the County a complete turnkey, multi-purpose building pursuant to all approved designs, plans, goal and objectives agreed to by the design build team. The County expects that the DBC will fully address all functionality of the building including but not limited to all systems and products as agreed to and specified for design, bid and construction specific to project scope requirements. The DBC shall establish a Design-Build Team. It is expected but not directed that the team will consist of the Design Professional, Construction Contractor, and a designated official from the County.

Design and construction shall comply with all current applicable federal, state and local codes including, but not limited to ADA, NFPA, and County Building and Fire Protection Codes. If there are conflicts between the applicable laws, codes, standards, regulations, specifications, etc. the most stringent requirement shall apply.

Design Phase

- Concept Plan- The County has provided a concept plan in Appendix I of this RFP. This concept plan shall not act as a schematic design document.
- Schematic Design: Schematic Design plans will incorporate program and code requirements. Schematic Designs will precede Design Development drawings.
- Design Development: After County approval of the Schematic Design, the DBT shall prepare Design Development documents showing revision, incorporating basic structural, mechanical, electrical, and HVAC systems, and showing other design, code, or construction requirements. Provide building section(s) and show relationship to finish grade on elevations. Provide calculations for electrical and HVAC loads, and occupancy and egress requirements.
- Construction Documents: After approval of the Design Development documents, the DBT shall prepare the Construction Documents, showing all required details for construction and specifications for purchased materials. These drawings shall be provided for approval before proceeding with construction. Construction drawings shall include discipline appropriate schedules with equipment performance characteristics, plumbing riser diagrams, and final calculations.

Shop Submittals:

- The DBC shall provide shop submittals of all project products, materials, and systems, unless noted otherwise. The DBC and DBT design professional must review, stamp and sign each submittal indicating DBT approval and certification of compliance with the specifications, construction drawings and project requirements.

- Unless otherwise noted, this specification allows for approved equals. Approved equals must meet or exceed the design specifications.

Construction Administration

- The DBC shall submit a bar chart design and construction schedule showing planned and actual start and finish dates for each design and construction phase, sequencing, submission dates for required deliverables, and major milestones. The schedule shall begin with Notice-To-Proceed through Substantial Completion, ending with estimated Final Completion. Schedules shall be provided prior to the Notice-To-Proceed.
- Licensed contractors used for construction shall be licensed as an appropriate Contractor for the work described and in good standing with the respective regulatory body.
- The DBC or assigned representative shall be on the site at all times of work to provide construction supervision, including when sub-contractors are performing work.
- The DBC shall maintain a set of approved construction documents, with all approved revisions, at the site as a record mark-up of as-built conditions. These redlined plans shall be made available throughout the contract.
- The work site shall be maintained in a neat, orderly, and safe condition at all times. Store and dispose of waste in accordance with applicable codes and regulations.
- Prior the final completion, the project shall receive a final cleaning of the entire building and site made ready for occupancy, including: touch-up, repair, and restoration or replacement of exposed finishes and surfaces; removal of spills and stains; removal of construction equipment, tools and materials; and cleaning of all exposed exterior and interior finishes with appropriate cleaning material and agents. Clean mechanical and electrical equipment to operate at full efficiency, including replacement of disposable air filters and cleaning of permanent air filters. The DBC shall hire an exterminator to make a final inspection and rid the project of all pests in compliance with local regulations.
- The DBC shall provide operational and maintenance training of mechanical and electrical systems to designated County personnel.
- Prior to Final Completion, the DBC shall submit close-out documents including, but not limited to, release-of-liens, warranties, three sets of operation and maintenance manuals, as-built plans including AUTOCAD electronic drawing files and documents.
- Warranties shall be one year or Manufacturer's standard, whichever is greater.

OTHER AGREEMENTS:

1. Adequately handle property damage claims which result from contractor's errors or omissions. Contractor shall be responsible for damages that occur due to the Contractor's work. The County shall not be liable for any damages related to the work being completed by the Contractor.
2. The invoices shall be submitted to the Director of Public Works or his designee for review and approval.
3. Only invoices that are accurate and complete will be forwarded to the County for payment.
4. Invoices may be submitted monthly for work that has been completed and accepted by the County.

F. INSURANCE REQUIREMENTS

In order to contract with Bryan County Board of Commissioners, suppliers/contractors providing professional, technical and/or construction services are required to provide acceptable proof of insurance coverage. Acceptable proofs of insurance: (i) a Certificate of Insurance with Additional Insured Endorsement (a Certificate of Insurance by itself is not acceptable) or (ii) Declaration Pages of the insurance policies listed below which show Bryan County Board of Commissioners as additional insured. The insurance company must be authorized to provide insurance in the State of Georgia.

Required Insurance Policies and Endorsements:

- Commercial General Liability of at least **\$1,000,000** for bodily injury and property damage with Bryan County Board of Commissioners as additional insured.
- Automobile/Vehicle Liability of at least **\$1,000,000** each occurrence for bodily injury and property damage covering owned, non-owned, leased and hired autos/vehicles, with Bryan County Board of Commissioners as additional insured.
- Worker's Compensation in the statutory limits of Georgia and Employers' Liability with limits of liability of no less than **\$1,000,000** of each accident/disease. These policies must also contain a waiver of subrogation in favor of Bryan County Board of Commissioners.
- All insurance policies must provide that Bryan County Board of Commissioners will be notified within 30 days of any changes, restrictions and/or cancellation.
- Professional Liability in addition to above requirements, of at least **\$1,000,000** each claim.

G. PAYMENT AND PERFORMANCE BONDS:

- A performance bond will be required for this project, at the time in which the contract is signed.

H. RESERVED RIGHTS

Issuance of this RFP does not constitute a commitment on the part of Bryan County to award a contract pursuant to this RFP. Bryan County reserves the rights to:

- a) Amend, modify, or withdraw this RFP.
- b) Revise any requirements under this RFP.
- c) Require supplemental statements of information from any responding party.
- d) Extend the deadline for submission of responses hereto.
- e) Negotiate or hold discussions with any bidder to correct insufficient responses that do not completely conform to the instructions contained herein.
- f) Waive any nonconformity with this RFP.
- g) Cancel, in whole or in part, this RFP if the County deems it is in its best interest to do so.
- h) Request additional information or clarification of information provided in the response without changing the terms of the RFP.
- i) Waive any portion of the selection process in order to accelerate the selection and negotiation with the top-ranked contractor.
- j) Not award a contract as a part of, or result of, this RFP process.

I. OWNER QUESTIONS

Any vendor that submits a proposal may be requested to provide additional information to Bryan County. Such information is only for the purpose of clarification and in no way changes the vendor's proposal as originally submitted. Bryan County reserves the right to ask any or all vendors to clarify any portion of their proposals after submission.

J. COSTS OF PROPOSALS

Bryan County is not responsible or liable for any of the costs incurred by any vendor in preparing and/or submitting a proposal pursuant to this RFP.

K. EQUAL OPPORTUNITY

Bryan County prohibits discrimination on the basis of race, color, gender, religion, national origin, or disability.

L. ACCESS TO PUBLIC RECORDS ACT NOTICE

Each vendor should give specific attention to the identification of those portions of its proposal that it considers confidential, proprietary commercial information or trade secrets, and provide justification as to why such materials, upon request, should not be disclosed.

M. GENERAL CONDITIONS

Upon submission of a bid, the bidder hereby certifies on behalf of his company or organization that:

1. This proposal is genuine and not made in the interest of, or on behalf of, an undisclosed person, firm or corporation.
2. This proposal is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
3. The Contractor has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid.
4. The Contractor has not solicited or induced any person, firm or corporation to refrain from bidding.
5. The Contractor has not sought by collusion to obtain for itself any advantages over any other bidder or over Bryan County.

N. TERMINATION OF CONTRACT

1. The County may, by written notice to the contractor, terminate this agreement in whole or in part at any time, either for the County's convenience or for cause. Upon receipt of notice, the contractor shall immediately discontinue all services affected, unless the notice directs otherwise.

2. This contract shall be terminated for cause if the contractor defaults in the performance of any of the terms hereof including, but not limited to, unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third-party claims filed or reasonable evidence that a claim will be filed, or other reasonable cause, or otherwise fails to cure any other deficiency identified by the County's authorized agent within 24 hours of delivery of notice of said deficiency. The County retains all other legal or equitable rights or remedies existing as a result of said default, including, but not limited to, any legal process necessary to obtain any sureties securing this contract. Any reasonable attorney's fee incurred in enforcing this contract will not exceed 5 percent of said contract price.

O. SUSPENSION AND DISBARMENT

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the contractor is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945. The contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

Proposal Form

We/I have thoroughly examined the requirements and terms of this RFP.

Prices good through: _____

ADDENDA: The bidder acknowledges the receipt of Addendas No. _____ through _____ inclusively.

Date: _____

Company: _____

Address: _____

Phone: _____ Fax: _____

Printed name of person completing proposal: _____

Signature: _____

Title: _____

If awarded the contract, the contractor will provide proof of insurance as specified and proof of current Occupational Tax Certificate and other licensing as required in performance of the contract within five days of notice of award.

BID SHEET

SERVICE	QUANTITY	COST PER MILE	TOTAL
Full Design and Build	1	LUMPSUM	

TOTAL PRICE: _____

The following items must be included with this proposal:

- A. Proposal Form
- B. Cover Letter and Statement of Qualifications

APPENDIX I

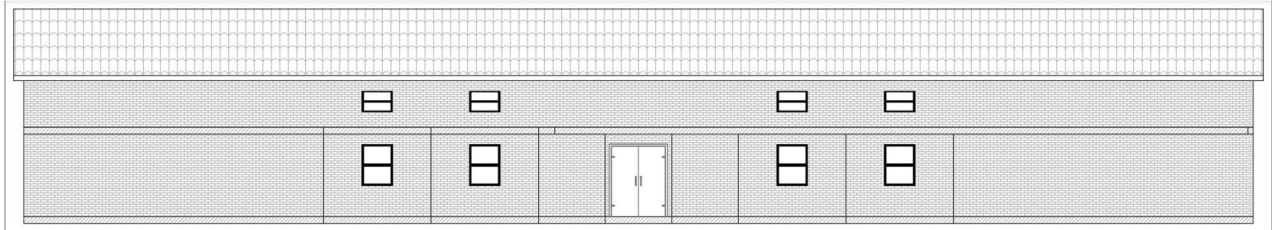
County Provided Conceptual Plans



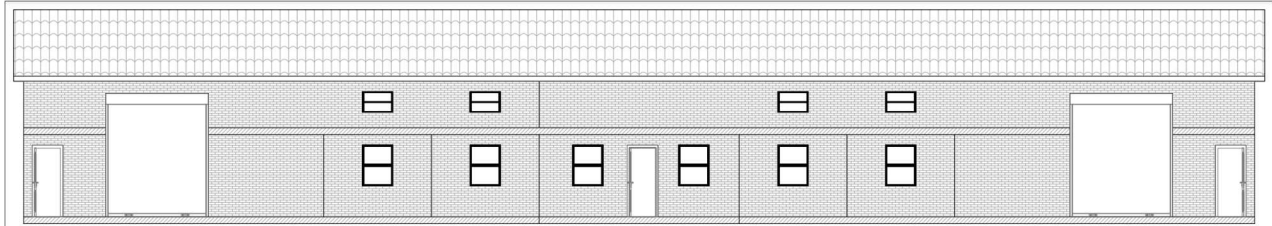
Front Rendering



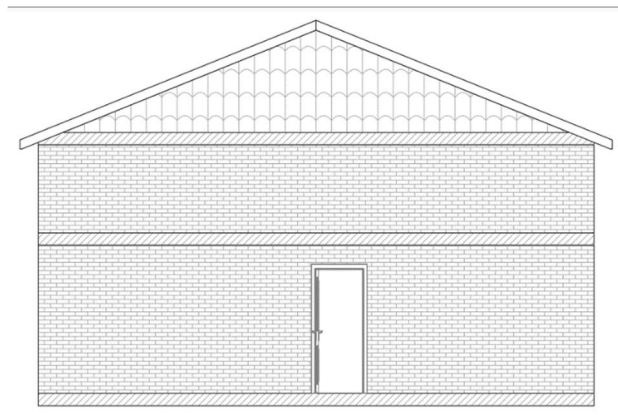
Back Rendering



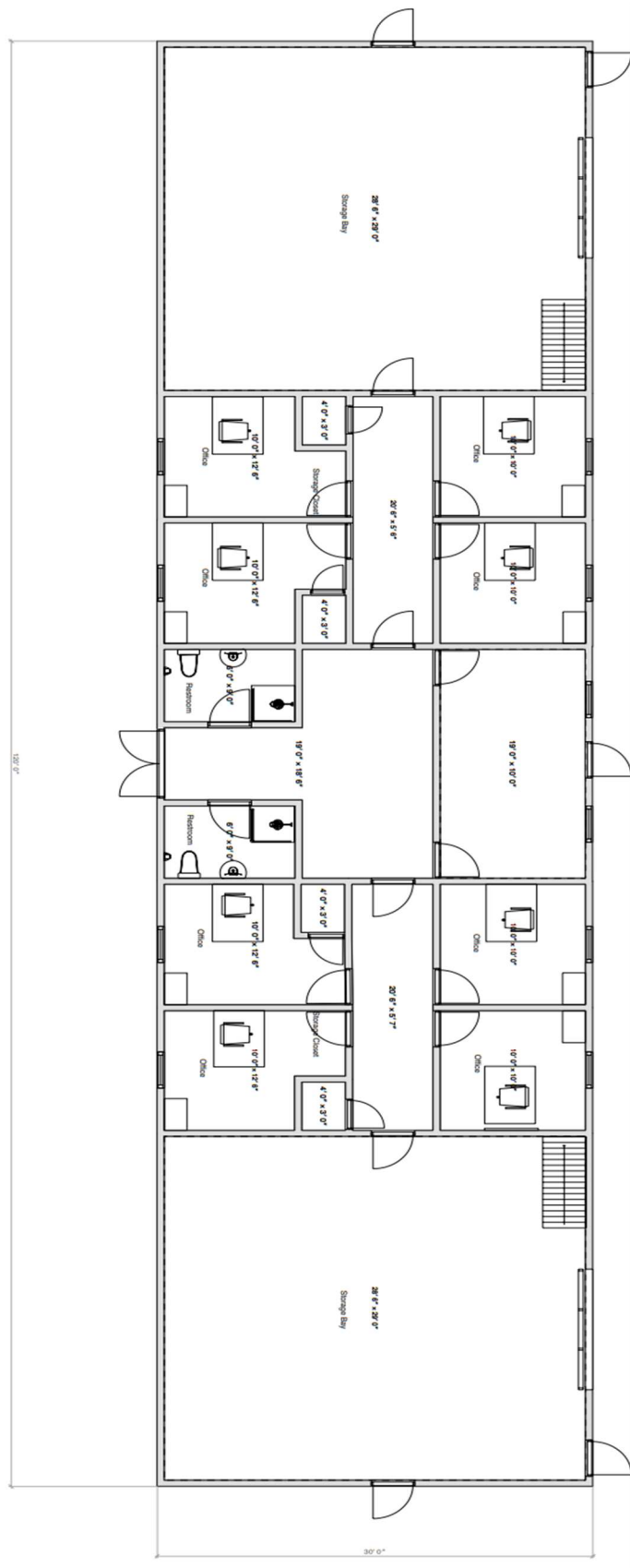
Front Elevation



Rear Elevation



Side Elevation



Building Details

*Site Work/Rough Grading will be conducted by the Bryan County

*Septic System will be installed by the Bryan County

Item	Office Area/Common Area (1800 sf)	Storage Bays (1800 sf)
Flooring	Tile	Concrete
HVAC	Yes	No
Insulation	Yes	No
Finished Walls	Painted Sheetrock	N/A
Exterior	HardieSiding	Hardy Siding
Ceiling	Painted Sheetrock	N/A
Lighting	4' LED Fixtures	4' LED Fixtures
Roofing	Asphalt Shingles	Asphalt Shingles