



PURCHASING DEPARTMENT

REQUEST FOR PROPOSAL

FOR

DPS TRACK STORAGE BUILDING DEMO AND REPLACEMENT WORK

2019-2020 DALTON PUBLIC SCHOOLS

BID NUMBER (#0027 DPS Track Storage Building Demo and Replacement Project)

ISSUED May 07, 2019

Proposal Opening: June 04, 2019 – 11 a.m.

Invitation to Bid

To: All Bidders

Dalton Public Schools invites you to bid to provide a Track Storage Building to be located at Dalton High School, 1500 Manly St., Dalton Ga 30720. Bid prices quoted shall remain effective until **Decemember 31, 2019**. The prices in this bid supersede any other quote given to Dalton Public Schools to date on the same items.

Responses to this Invitation to Bid shall be submitted in a sealed envelope marked "Bid No. 0027 DPS Track Storage Building Demo and Replacement Project." Bids may be mailed or delivered to Dalton Public Schools, Maintenance and Operations Building, 412 S. Hamilton St., P.O. Box 1408, Dalton, Georgia 30722-1408 or hand delivered to the Maintenance & Operations Department before bid opening time.

Bids will be opened at the Annex at City Park Conference Room located at 105 N Thornton Ave., P.O. Box 1408, Dalton, Georgia 30722-1408 on June 4, 2019, at 11 a.m.

Bidders are required to use the enclosed specifications forms. They are instructed to read carefully all items, conditions and specifications in this letter and the attached pages before completing their bid.

Dalton Public Schools reserves the right to accept or reject any and all bids, and to waive any irregularity in bids received to award the entire bid to one vendor or to make awards by groups or line items, whichever is in the best interest of the school district.

Any questions concerning this bid may be forwarded to:

rusty.lount@dalton.k12.ga.us

Your interest and participation are solicited and appreciated.

Sincerely,

Rusty Lount

Rusty Lount

Director of Operations
Dalton Public Schools

BIDDER'S DECLARATION

The bidder understands, agrees and warrants:

1. 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.
2. That the installer must have a one million dollar (\$1,000,000) general liability policy, proof of workers' compensation on all workers, and proof of vehicle insurance that covers all vehicles on school property. Proof of all insurances must be included in the bid.
3. That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **June 4, 2019, at 9:00 AM**, but may not be withdrawn after such date and time.
4. That Dalton Public Schools reserves the right to reject any or all bids and to accept that bid or portions of the bid which will, in its opinion, best serve the public interest. Dalton Public Schools reserves the right to waive any technicalities and formalities in the bidding.
5. That by submission of this bid the bidder acknowledges that Dalton Public Schools 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 bid.

BIDDER:

Name

Title

Signature

Date

AFFIX CORPORATE SEAL *(If Applicable)*

CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidders' non-compliance with this non-discrimination clause, the contract may be canceled or terminated by Dalton Public Schools. The bidders may be declared by the school system ineligible for further contracts with Dalton Public Schools until satisfactory proof of intent to comply shall be made by the vendor.

The bidder agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

BIDDER:

Name

Title

Signature

Date

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

STATE OF _____, COUNTY OF _____

Owner, Partner or Officer of Firm

Company Name, Address, City and State

Being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affidavit further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding; or with any office of Dalton Public Schools, or any of its employees as to quantity, quality or price in the prospective contract; or any discussion between bidders and any official of Dalton Public Schools, or any of its 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 _____ 2019.

NOTARY PUBLIC

STATE OF GEORGIA PROMPT PAY ACT AFFIDAVIT

THIS AFFIDAVIT IS TO ACCOMPANY THE BID

GEORGIA PROMPT PAY ACT: The Georgia Prompt Pay Act was enacted by the General Assembly in 1994 and took effect January 1, 1995. This act requires owners to pay contractors within 15 days of receipt of a pay request by the owner or the owner's representative. If payment is not made the owner shall pay the contractor 1 percent per month interest on the delayed payment. Additionally, the contractor must pay subcontractors within 10 days of receipt of payment from the owner.

This Act is Code Section 13-11-1 (Georgia Laws of 1994, p. 1398 par. 4)

FIRM NAME

SIGNATURE

TITLE

Subscribed and sworn to before me this _____ day of _____ 2019.

NOTARY PUBLIC

CONTRACTOR 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 Dalton Public Schools 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 Dalton Public Schools, 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 Rule 300-10-01-.08 or substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to Dalton Public Schools at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed name of Authorized Officer or Agent

* 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)

Subscribed and sworn to before me this _____ day of _____ 2017.

NOTARY PUBLIC

My Commission Expires:

GENERAL TERMS AND CONDITIONS

“Bid # 0027- DPS Track Storage Building Demo and Replacement Project”

1. Bids should be mailed in ample time to assure delivery prior to the closing date and time.

Mail to: Dalton Public Schools
Attn: Rusty Lount
412 S Hamilton St.
Dalton, Georgia 30720

2. Bids may be hand delivered after May 24th 2019 to the Dalton Public Schools' Annex at City Park, 105 N Thornton Ave, Dalton Ga, prior to bid opening time.
3. Bids must be on the specifications forms provided within this Invitation to Bid, sealed within an envelope marked as shown in the cover letter. Any bid received after the designated time of closing will be considered only at Dalton Public School's determination and discretion.
4. No awards of any kind are made at the time of the bid opening. A copy of the bid tabulations and/or the awards will be available upon request for any vendor who submitted an offer. This information may be obtained after the bid has been awarded.
5. All work must be coordinated by owner's representative.
6. Bids must be submitted based on all labor and materials for this project to be delivered onsite, built onsite, any and all assemblies, and placement in the correct location onsite as specified in this document.
7. Bids submitted must include any and all freight and handling cost. Dalton Public Schools will pay no additional charges.
8. A representative of your company must meet delivery truck(s) and be responsible for unloading the materials. Dalton Public Schools personnel will not meet carrier(s) to receive delivery.
9. Time of delivery is a part of this consideration and must be stated in definite terms and must be adhered to completely. Delivery must be complete on or before the specified date(s). Items will not need to be received on site before June 4, 2019. All items must be installed by September 1, 2019.
10. The bidder's and manufacturer's representatives responsibilities to Dalton Public Schools include, but are not limited to, handling any problems with products supplied and any necessary instruction on use and upkeep.

11. When an article of particular make or trade name is specified, it is meant to establish a quality standard and is not intended to eliminate competing articles of equal quality. Bidders are at liberty to quote on substitutions provided complete specifications are included with the bid. Vendor is also required to describe all exceptions to our specifications. We need the URL of the manufacturer's website for substitutions of product listed. If no substitutions are indicated, it will be assumed the quotations are based on our specifications. **DPS reserves the right to accept a higher bid on items where the need to "match existing items previously purchased" exists and the lower bidder does not meet bid specifications.**
12. Samples may be requested for comparison purposes. Samples, when required, must be furnished free of expense to Dalton Public Schools, and must be tagged with the bidder's name and bid item number. If samples are not used or destroyed in testing, the bidder must claim them within thirty (30) days from date of bid or they will become the property of the school system. If there is a sample of the item within 30 miles that can be viewed please let us know.
13. Partial payment may be submitted based on work completed subject to DPS inspection of the completed work. Partial payment approval will be paid only after the completed work is determined to be in good condition and in accordance with specifications by DPS. All inspections and approvals must be made by an authorized representative of Dalton Public Schools.
14. The bidder, by submitting a bid, certifies that to the best of their knowledge, neither they nor any of their suppliers discriminate against any employee or applicant for employment because of any protected class as defined by federal Equal Employment Opportunity regulations.
15. Dalton Public Schools has the right to award the entire bid to one vendor or to separate the bid and order by line item. Dalton Public School reserves the right to order additional quantities or reduce quantity amounts as need to meet the school's needs. Dalton Public Schools reserves the right to reject any or all bids to best meet the interests of the school district.

14. Contractor's employee decorum

- a. All school property is tobacco, alcohol, and gun free for contract employees in this agreement. No smoking, chewing, dipping, or other use of tobacco products is permitted. No alcohol products or usage is permitted. No possession of firearms are permitted on the school's campus.
- b. Contractor and/or employee must submit to Drug/Alcohol screening in the case of an accident on school grounds at the expense of the contractor. The results of such test will be provided to the Owner's Representative.
- c. No vulgar language, obscene gestures, markings on vehicles or articles of clothing can be allowed on school grounds
- d. Work Clothing should meet or exceed OSHA requirements.
- e. All employees must dress in similar uniforms with common uniform parts that are easily distinguishable to the school staff and administration as being that of the landscape

- contractor. At least one easily visible uniform part (hat, shirt, jacket or the like) will have the company name clearly printed on that uniform part.
- f. Contractor's employees cannot engage in conversation with school personnel or students unless absolutely necessary.
 - g. The contractor shall provide the number of qualified craftsmen required to complete the work within the allotted time and shall meet the approval of the owner's representative. The contractor will remove, or cause to be removed, any workman or workmen that the owner's representative deems unsuitable. The owner's representative will be the Director of Operations or his designee. The contractor has sole responsibility for suitability of all his workers. In the absence of the Director of Operations or his designee the school principal or site coordinator will make such declaration of unsuitable worker.
 - h. Contractor is fully responsible for skills of all his employees and quality of workman's skills will be the contractor's responsibility. Contractor is responsible for all safety and conditions pertaining to his work. Director of Operations or his designee can declare an area unsafe. In the absence of the Director of Operations the school principal or site director will be the designee and can make such a declaration of unsafe condition. Any refusal to correct any unsafe conditions will automatically void this contract and the contractor will be removed from the school property. Any cost to the school system to return the site to a safe condition will be deducted from any money owed to the contractor. Contractor is to take all precautions at all times to maintain a safe job site to protect the lives of students, staff and workmen.
 - i. Extreme caution will be exercised by all workmen on the project to insure that all precautions are taken to prevent any injury to school children or staff. Until a project is complete, the site is to be left in a safe condition.
 - j. The owner requires the contractor to have background checks on all employees assigned to this project. Contractor and employees are subject to criminal background checks by appropriate authorities and will be provided by the contractor at no additional cost to the owner. The contractor must inform the owner of any employee(s) that has a criminal record. The owner will review the record and a written determination will be made to the contractor as to the approval or denial for this employee to work this project. Contractor employees that have been convicted of sexual crimes, child molestation, and/or crimes determined by the owner to not be in the best interest of persons working on a school campus will not be permitted on school grounds.
 - k. The successful contractor in undertaking the work under this contract is assumed to have visited the premises and to have taken into consideration all conditions that might affect his work. No consideration will be given any claim based on lack of knowledge of existing conditions.
16. The contractor will be responsible for obtaining all permits, licenses, and training and shall pay fees required by the various governmental agencies or training agencies in connection with this work. The above will apply to sub-contractors of the contractor of this contract.
17. The contractor shall keep himself fully informed of all existing and future state and federal laws, all regulations of the various departments and agencies of the State of Georgia, local ordinances, codes and regulations in any manner affecting those engaged or employed in the work or the materials used in the work and of all such orders and decrees of bodies or tribunals having jurisdiction or authority over the same.

18. Any damage to landscape, existing equipment, finishes, fixtures, material, or any other items owned by the school system, related individuals or guests of the school system by the company or his employees whether by accident, neglect, negligence, or improper performance of work in the opinion of the Owner will be repaired or replaced at the company's expense and to the satisfaction of the Dalton Public Schools or the owner of the property damaged.

19. Contractor is responsible for the removal from the location any and all waste materials or other debris from the delivery, assembly, and installation of items received and all cost associated with the disposal of the debris.

20. Contractor's Insurance Requirements

- a. The contractor must provide and maintain for the duration of the contract documentation of commercial general liability insurance coverage that is or exceeds one million dollars coverage to the owner in the Bid packet.
- b. The contractor must provide and maintain for the duration of the contract documentation of workers' compensation coverage for all employees on contractor's payroll to the owner in the Bid packet.
- c. The contractor must provide and maintain for the duration of the contract documentation of insurance, minimum of \$300,000.00 per vehicle, on all vehicles/equipment owned by contractor must be provided in the Bid packet.

21. Please list 3 references of similar installations that your company has performed in the past 18 months. We need the name of the customer (school systems preferred), name of person that has the best knowledge of the vendor's work, phone and e-mail address. Of the 3 it is preferred that one be within 50 miles of Dalton Georgia. Listing invalid contact information for a reference will be grounds to eliminate the bid form consideration. There is a place for these references on the vendor information page.

SPECIFICATIONS

BID # 0027- DPS TRACK STORAGE BUILDING DEMO AND REPLACEMENT PROJECT

SCOPE OF WORK:

Demo and remove the existing track storage building and remove the existing trees on the surrounding banks. Construct a new track storage building on a permanent foundation replacing the existing utilities.

1) CONSTRUCTION SITE MARKED FOR DEMOLITION OF BUILDING AND TREES

- a. Demo building designated by the **red square**
- b. Demo Trees along banks designated by **green Circle**



DEMOLITION

CONTRACTORS RESPONSIBILITIES

NOTE: Demo, cleanup, and debris removal will be the responsibility of the Contractor.

1. BUILDING DEMO:
 - A. Contractor will demolish and removal existing track storage building from the DPS campus including any block, concrete, wood, roofing, and existing materials for a clean, clear, building site for new construction. Concrete slab to remain.
2. ELECTRICAL:
 - A. Contractor will disconnect and protect existing power at the ground connection which is located inside the existing structure. Existing power connect will be reused in the construction of the new building.
3. PLUMBING:
 - A. Contractor will disconnect and protect existing water line at the ground connection which is located inside the existing structure. Existing water line connection will be reused in the construction of the new building.
4. TREE REMOVAL:
 - A. Contractor will remove all existing trees and brush on the two surrounding banks of the track storage building.
 - B. Contractor will grind out all stumps and remove excess material including dirt as needed.
 - C. Contractor will reshape the two surrounding banks as needed. Contractor will install seed and straw on surrounding banks to establish new grass for the prevention of soil erosion.
5. SITE WORK AND CLEAN UP:
 - A. Contractor to clean up site leaving only the existing concrete slab after demolishing track storage building. The contractor may use the lower access road from Waugh St for delivery of equipment and dumpster service as needed.
6. ACCESS
 - A. Contractors will have access to the construction site from 7AM to 8PM.
 - B. Contractor will provide restroom facilities for their workers.

DALTON PUBLIC SCHOOLS RESPONSIBILITIES

1. ELECTRICAL:
 - A. Dalton Public schools has power located on the existing structure. Contractor to terminate and reinstall power service on new structure once complete.
2. PLUMBING:
 - A. Dalton Public Schools has water located on the existing structure. Contractor to terminate and reinstall water service on new structure once complete.

INSTALLATION

CONTRACTORS RESPONSIBILITIES

NOTE: Site preparation, foundation, metal building and installation will be responsibility of the Contractor.

1. GRADING \$ SITE WORK:

- A. Contractor will level and grade site as needed to construct a foundation for a 36' x 40' track storage building. All foundation, footers, and structural work will meet or exceed all building codes and architectural specifications as provided by owner for the installation of a 36' x 40' track storage building.

2. BUILDING:

- A. Pre fab Metal building type with gable ends facing north.
- B. COLOR: Match adjacent existing Multi-Purpose building.

2. BUILDING SIZE:

- A. Length 40Ft., Width 36 ft., Height 12 ft.

3. BLOCK WORK:

- A. The foundation shall have a 4 ft. block wall around the full base of the track storage building. Block type will be SPLIT FACE with a minimum poured cell every 32 inches with vertical reinforcement.

4. DOORS:

- B. The building will have 3 doors.
 - i. One 36" wide standard metal walk in entrance door. No windows. Location: Northwest corner facing north towards access road.
 - ii. One 12 ft. x 8 ft. metal roll up door for equipment access. Location; Northeast corner facing north towards access road.
 - iii. One 12 ft. x 8 ft. metal roll up door for equipment access. Location: Southwest corner facing west towards track gate.

5. INTERIOR CONSTRUCTION:

- A. Interior wall surfaces to be 1/2" 4ft x 8ft plywood sheets starting at the top of the 4 ft foundation block wall and continuing up to 12 ft.

6. INSULATED WALLS:

- A. Walls and ceiling to be fully insulated for a complete covering of the building envelope.

7. ROOF:

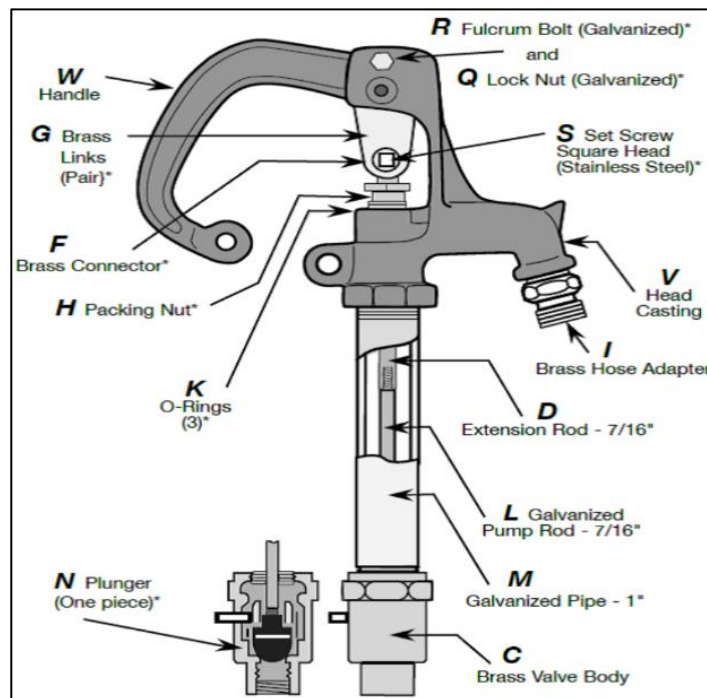
- A. Standing seam metal roof. Minimum 4/12 roof pitch. Gable ends.

8. ELECTRICAL:

- A. Contractor will reconnect existing power in ground from existing school power source. The Contractor agrees to furnish 60 amperes, 120/208 volt single phase electrical supply within the Track storage building located near the front door.
- B. Contractor will provide four receptacles for sufficient power to support up to four drop cords and one existing ice maker/freezer for athletic use.
- C. Contractor will provide both interior and exterior lighting sufficient to utilize the building and outside loading of equipment as needed. Exterior lighting on all four corners of the structure.

9. PLUMBING:

- A. Contractor will reconnect existing water supply line and provide one spigot to the inside in the building near front door.
- B. Contractor to provide one exterior Frost Freeze Yard Hydrant to be installed within 10 feet of track storage building access door. Frost freeze yard hydrant to be properly secured to a suitable steel support for daily use. Handle to be pad lockable. Design as indicated below.



10. ACCESS:

- A. Workers will have access to construction from 7 AM until 8 PM.
- B. Contractor will provide restroom facilities for their workers.

11. ALTERNATE #1 SHED ROOF

- A. Shed Roof and supports to be installed on Southwest side of the prefab building.
- B. Shed Roof to be a 20 ft x 15 ft structure attached to the pre fab building starting on the southwest corner traveling north and covering the southwest rollup door extending towards the track.
- C. Roof material to be same standing seam metal as prefab building to be installed.

VENDOR INFORMATION SHEET

NAME OF COMPANY _____

ADDRESS OF CO _____

REPRESENTATIVE: _____

PHONE NUMBER: _____

List 3 references as previously requested in the bid packet:

BID FORM

“Bid # 0027-DPS Track Storage Building Demo and Replacement Project”

Name of Company Bidding _____

Contact Person _____

Contact Phone No. _____

Please record you're pricing below:

- | | |
|--------------------------------|----------------------------|
| 1. Building DEMOLITION | Total Price _____ |
| 2. Building INSTALLATION | Total Price _____ |
| 3. DEMOLITION AND INSTALLATION | Total Package Price: _____ |
| 4. Alternate #1 SHED ROOF | Total Price _____ |

NOTE: Contractors are requested to bid separate pricing for each line item above.

All items will be paid through purchase order.