

INVITATION TO BID

SIMS ELEMENTARY SCHOOL AND HIGHTOWER TRAIL ELEMENTARY SCHOOL RENOVATIONS AND MODIFICATIONS

This project consists of renovation and modification upgrade work for Sims and Hightower Trail Elementary Schools. The scope generally consists of HVAC replacement and upgrades, controls replacement, fire alarm replacement, lighting replacement, and ceiling replacement.

Sealed bids will be received by the Rockdale County Board of Education at the Buildings and Grounds Department Office located at 1062 North Street, Conyers, Georgia 30012 until **2:00 P.M.**, prevailing time on **THURSDAY, APRIL 6, 2023. FAXED OR ELECTONICALLY TRANSMITTED BIDS WILL NOT BE ACCEPTED**

At the time and place noted above, the Bids for the project will be publicly acknowledged. The Contractor submitting a Bid is not required to be present at the bid opening for the Bid to be considered.

All interested Bidders must submit an AIA Document A305, Contractor's Qualification Statement, or similar Pre-Qualification Statement, to be evaluated by the Engineer and Owner for approval, along with bid deposit prior to issuing plans and specifications. Note bid deposit of One Hundred Dollars (\$100.00) per set is nonrefundable. Bidders who do not submit a Pre-Qualification Statement will be subject to disqualification. The Pre-Qualification Statement must show the Contractor's experience in completing similar size and scope projects, within the same time limits established for this project, and demonstrated financial capability. A minimum of three (3) similar Educational/Public School projects must be documented with appropriate back up data which will be reviewed. References from past clients and projects must be included and will be verified. This Pre-Qualification Statement must be submitted and received in duplicate by the office of the Engineer no later than 4:00 PM EST on Tuesday – March 28, 2023. Potential Contractors will be advised as soon as possible, following review of the pre-qualification document and approval as a pre-qualified Contractor. **Note:** A pre-qualification document will be considered "Non-Responsive" if not complete. Failure to meet this deadline will be grounds for disqualification. The Owner reserves the right to waive any portion of requirements for Contractors with previous experience performing work for Rockdale County Public Schools. (FAXED AND E-MAILED COPIES WILL NOT BE ACCEPTED).

AS PART OF THE PREQUALIFICATION PROCESS, A MANDATORY PRE-BID CONFERENCE WILL BE HELD ON WEDNESDAY, MARCH 29, 2023 AT 9:00AM AT THE FOLLOWING LOCATION:

**HIGHTOWER TRAIL ELEMENTARY SCHOOL
2510 Hwy 138, NE
Conyers, GA 30013**

No new Contractors will be added following the Pre-Bid Conference. Representative at Pre-Bid shall be Project Manager or Estimator directly responsible for the Bid for this project Failure to attend the Pre-Bid Conference will result in disqualification. Any Contractor that is disqualified may respond to the Owner in writing within 20 days of the Notice of Disqualification as to why the Contractor feels that the disqualification is unfounded. The written appeal from the disqualified Contractor will not change the decision already made on this project. However, a favorable appeal may open the way for the Contractor in question to bid future Rockdale County Board of Education projects.

Contract, if awarded, will be on stipulated sum basis. Bids may not be withdrawn for period of sixty (60) days after the receipt of Bids. Bids shall be accompanied by Bid Bond payable to Rockdale County Board of Education in an amount equal to five percent of the Base Bid **if** the bid exceeds \$50,000.00. No personal, company, or cashier checks will be accepted. The Bond shall be executed by a Surety Company licensed to do business in the State of Georgia, be listed on "Department of Treasury" Circular 570, and have an A.M. Best Company rating of Minimum Class "A", with financial size of VI or better. Bid Bond shall be accompanied by letter stating the company's current rating. Provide Attorney-In-Fact who

executes required Bonds on behalf of surety and attached certified and current copy of his Power of Attorney.

Performance and Payment Bonds, each in an amount equal to 100 percent of Contract Sum, will be required of successful Contractor, if the contract sum exceeds \$50,000.00. The Owner's standard bond forms for P&P Bonds will be used and they are to be obtained from the Owner. These Bonds shall be executed by a Surety Company licensed to do business in the State of Georgia, be listed on "Department of Treasury" Circular 570, and have an A.M. Best Company rating of Minimum Class "A", with financial size of VI or better. These Bonds shall also be accompanied by letter stating the company's current rating. Provide Attorney-In-Fact who executes required Bonds on behalf of Surety and attach certified and current copy of his Power of Attorney. Bonds will be verified by Owner prior to final execution of Contract. This project is being bid and awarded in compliance with O.C.G.A. Title 36, Chapter 91. Submitted bid is to be accompanied by the Affidavit included in the documents. Any protest of the bid process must be filed with the Office of the Executive Director of Facilities & Transportation, 1062 North Street, Conyers, Georgia 30012 no later than 72 hours prior to the established bid time. Any protest of the bid results must be filed with the Office of the Executive Director of Facilities & Transportation, 1062 North Street, Conyers, Georgia 30012 no later than 72 hours after the actual time of the bid opening.

Bidding Documents may be obtained by Bidders and Sub-Bidders from Mr. Michael Kicher, Matheson-Ball & Associates, Inc., 225 Reformation Pkwy, Suite 200; Canton, GA 30114, (michael@mathesonball.com) (770-751-0773), upon receipt of One Hundred Dollars (\$100.00) non-refundable per set. Only full sets of documents will be issued. Bidding documents can be picked up or the bidding documents, including all drawings and project manuals, will be forwarded shipping charges collect from the Engineer's office via Federal Express, Standard Air, as soon as possible if the General Contractor elects to have them shipped, or any other means agreed to by Engineer. Successful Contractor will be furnished five (5) sets of Contract Documents for execution of Work. Drawings, specifications, and Addenda are the property of the Engineer and all documents shall be returned. Forfeiture of deposit does not entitle the depositor to keep the documents. Copies of Bidding Documents are also posted in the Office of Executive Director of Facilities, 1062 North Street, Conyers, Georgia 30012. Copies of the Documents are posted in the Office of Executive Director of Facilities & Transportation, 1062 North Street, Conyers, Georgia 30012, (770) 860-4251.

Permitting of this project, if necessary, will be completed by the time of the Pre-Construction Conference, and it would be the responsibility of the successful Contractor to apply to obtain those Permits from the local jurisdiction. The Owner will be prepared to issue a Notice to Proceed after the Pre-Construction meeting, provided the low Contractor has submitted all required Bonds, Insurance Forms and the properly executed Owner/Contractor Agreement, and all are in compliance with the Contract Document requirements. Successful Contractor and subcontractors will be required to provide all documentation required by O.C.G.A. 13-10-91 (E-Verify).

Fees: The Owner would pay for all Building Impact Fees, Sewer Impact Fees and Water Tap Fees that would be necessary. Costs for Water Meter Fees, temporary water, gas, telephone, power services, business licenses, and Permit Inspection Fees shall be paid for by the Contractor.

The above description is an advertisement for the submission of Bids which are to be considered as offers for performance of work by the submitting party. The Owner reserves the right to accept or reject any or all Bids and to waive technicalities.

OWNER: ROCKDALE COUNTY BOARD OF EDUCATION

TERRY O. OATTS, Ed.D.
SUPERINTENDENT