

REQUEST FOR PROPOSAL & BID
CONSTRUCTION OF NEW LANDSCAPING FOR THE I-285 & PACES
FERRY ROAD INTERCHANGE SW QUADRANT, EB EXIT RAMP
WITHIN GEORGIA DOT RIGHT-OF-WAY, LOCATED IN THE
CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT

Released November 14, 2014

I. CALL FOR PROPOSALS

The Cumberland Community Improvement District (CCID) is completing landscaping improvements in the southeast quadrant of the I-285 and Paces Ferry Road interchange along the eastbound exit ramp ("Project"). The Project includes removing and transplanting existing small trees and installation of new trees, shrubs and sod in the specified area. Plans are prepared and attached hereto as Exhibit "A."

Respondents must submit three (3) copies of their qualifications and sealed bid to the Cumberland CID (see address below) by 12:00 P.M. Noon on Monday, December 8, 2014 and must be in a sealed envelope and clearly marked "CUMBERLAND CID I-285/PACES FERRY INTERCHANGE LANDSCAPING RFP". Any submittal received after this time will **not be considered and will be returned unopened to the Firm. The submittal must be signed by an official authorized to bind the Firm to the Project, and contain a statement to the effect that the proposal is binding for at least ninety (90) days after the scheduled bid opening time. The submittal must contain all of the information listed in Section III (Required Information) of this document. The full address for submittals is as follows:**

United States Postal Address

Cumberland Community
Improvement District
ATTN: Brantley Day
P.O. Box 671868
Marietta, Georgia 30006

Physical Address/Private Carriers

Cumberland Community
Improvement District
ATTN: Brantley Day
240 Interstate North Parkway
Atlanta, Georgia 30339

The Cumberland CID reserves the right to consider modifications to submittals prior to the award of a contract, and to reject any and all submittals received as a result of the RFP. The Cumberland CID also reserves the right to waive any informalities or technicalities relative to any or all bids or qualifications and to request any additional information or clarification deemed necessary for the evaluation of any bid. The Cumberland CID is not liable for costs incurred by respondents prior to contract award.

II. SCOPE OF SERVICES

- Task 1:** Each Firm, before preparing a bid, should visit the site of the proposed work, fully acquaint and familiarize themselves with the conditions as they exist and the character of the operation to be carried on under the proposed contract, and make such investigation as may be reasonably necessary to fully understand the facilities, difficulties, physical conditions and restrictions attending the work under the contract.
- Task 2:** Each Firm shall thoroughly examine and become familiar with the drawings, specifications and other contract documents, including the labor conditions. By submitting a price, the Firm agrees that it has carefully examined the drawings, specifications and other contract documents and the Addenda, if any, and the site, and that from its own investigation it has satisfied itself as to the nature and location of the work, the general and local conditions, and all matters which may in any way affect the work or its performance, and that as a result of such examination and investigation the Firm fully understands the intent and purpose of the documents and conditions of submitting the quote (See Section V.). The drawings and specifications are hereby incorporated and attached hereto as Exhibit "A."
- Task 3:** Divide the Project and pricing into multiple distinct phases, including removal and transplanting of existing trees, landscaping materials and installation, grading, etc. Provide detailed quote.
- Task 4:** Construct the Project in accordance with the final landscape architectural plans. The Cumberland CID is receptive to suggestions and ideas that will improve the plan and final Project. Any changes to the landscape architectural plans, however, must be approved by the Project Manager prior to implementation by the selected Firm.
- Task 5:** The Firm must complete the Project as outlined within this document and landscape architectural plans, on or before **March 31, 2015**.

Conditions:

- **Project Manager** – Brantley Day
- **Project Supervisor/Consulting**– Joshua F. Winter

III. REQUIRED INFORMATION

Each respondent is required to submit three (3) copies of a written proposal containing the information listed below. Failure to provide all of the required information will affect the evaluation of the proposal. Proposals should include the following:

1. **Prequalification** with the Georgia Department of Transportation, submitting a valid registration.
2. **All Relevant Contact Information** – Provide Firm name, name of primary point of contact, email address and phone number.
3. **History and Background of the Firm** – Sketch the history of the Firm, identify the principals and their qualifications, and describe the Firm’s area of expertise.
4. **Approach to the Project** – Describe how the Firm proposes to fulfill each task outlined in the scope of services. Omitting a task immediately disqualifies a bid submittal.
5. **Project Personnel** – Provide the names and relevant experience of personnel who would be assigned to the Project. Please include a description of their experience with similar Projects.
6. **Time Schedule** – Provide an estimated schedule for completing each of the Project tasks in a format that identifies key benchmarks. **This Project must be completed on or before March 31, 2015.**
7. **Project Budget** – Outline the cost of completing each task of the Project. Be as specific as possible in enumerating labor, materials, overhead costs, and any incidental expenses (See “Quote Submittal Requirements,” Section V. below).
8. **Description and References on Similar Projects** – Provide a description of similar Projects completed by the Firm in the last three years, including the names and phone numbers of persons who can be contacted about the Firm’s performance on these Projects.
9. **Firm shall be bondable** - A five percent (5%) bond is required with proposal submittal. Award contract will require material and 100% performance bond.
10. **Insurance** - Prior to Contractor's performance of any Work, Contractor shall obtain and maintain in force for the term of the contract the insurance coverages itemized below, at its own expense. Certificates of Insurance must name CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT, OLM, Inc., Winter Design, LLC, Cobb County, Georgia Department of Transportation, and Cobb County Chamber of

Commerce, Inc. as additional insureds and at a minimum must include certificates of insurance compliant with the following levels of coverage:

- (a.) Worker's Compensation and Employer's Liability for all employees working on the property with minimum limits of \$100,000 each occurrence, \$500,000 total policy, \$100,000 per employee.
- (b.) Comprehensive General Liability, including Contractual and Completed Operations: \$1,000,000 per occurrence and a general aggregate amount of \$2,000,000.
- (c.) Automobile Public Liability Insurance: Bodily Injury with limits of at least \$250,000 per person and \$500,000 for each accident and Property Damage of least \$100,000 for each accident with medical pay coverage of \$10,000 regardless of fault, covering all owned, non-owned and hired vehicles.
- (d.) Umbrella or Excess Liability Insurance: \$1,000,000 per occurrence.

Contractor shall furnish satisfactory evidence of the required insurance to Owner prior to the execution of the contract. Contractor agrees that no policy may be canceled or materially altered without first giving Owner 30 days' written notice. All subcontractors or partners of Contractor must comply with the same insurance coverage requirements. The Contractor is responsible for the proper instruction for all safety measures for their personnel.

- 11. **Warranty** - Firm shall warrant all materials and workmanship for a period of one (1) year. Firm is required to monitor the plant material for one (1) year, watering as needed as part of installation. Third party maintenance shall not void the warranty.

IV. EVALUATION AND SELECTION PROCESS

Proposals will be evaluated based on the following criteria:

- 1. **Qualifications of the Firm** – The Firm must demonstrate knowledge, training and experience in the installation and care needed to complete the Project.
- 2. **Understanding of the Project** – The Firm must demonstrate an understanding of the objectives of the Project and the needs of the Cumberland CID. Must individually address each task under the scope of services, Section II.
- 3. **Experience with Similar Projects** – The Firm must demonstrate successful experience with Projects of a similar nature.

4. **Quote** – The Firm must demonstrate that the quote submitted is reasonably related to the scope of services, in keeping with the technical approach proposed, and provides competitive economic value.
5. **Quality of Presentation** – The Firm’s written proposal, and face-to-face presentation, if applicable, must be clear and complete.
6. **References** - The Firm must have positive references for Projects of a similar nature.

The Cumberland CID will evaluate all proposals. Face-to-face interviews will be conducted only if the evaluators believe it is necessary.

The Firm determined to be responsive and responsible and with the lowest bid price will be recommended to the Cumberland CID Board of Directors for approval.

The Firm selected will be notified following final determination by the Cumberland CID. Firms not selected for the contract will be notified at the same time.

V. QUOTE SUBMITTAL REQUIREMENTS

1. Quote shall be submitted in a sealed envelope within the sealed bid package envelope and labeled as “Quote.” No Firm may withdraw a quote within ninety (90) days after the actual date of opening thereof.
2. Any Firm may withdraw a quote by letter or with proper identification by personally securing the proposal at any time prior to the time stated for the receipt of quotes. No telephone request for withdrawal of quotes will be honored.
3. Quotes containing exceptions or stipulations of any type may be rejected.
4. No Firm shall place exceptions, stipulations, additions, or deletions on quote envelope.

VI. ADDENDA

1. No interpretation of the meaning of the drawings or other documents will be made to any Firm except by written Addenda.
2. Should Firm find discrepancies or ambiguities in, or omissions from, the drawings, or should it be in doubt as to their meaning, it shall at once notify the Cumberland CID in writing at least two (2) days prior to the submittal deadline date fixed, otherwise, the Cumberland CID shall decide which of the conflicting requirements will govern and the Firm shall perform the work at no additional cost to the Cumberland CID in accordance with the Cumberland CID decision.

3. Interpretation or clarification of quote and contract documents, prior to the deadline date, will be made only by an Addendum duly issued by the Cumberland CID not later than one (1) day prior to the date fixed for submittals, properly numbered and dated, to all Firms and no interpretations or clarifications made other than by such an Addendum will be binding upon the Cumberland CID. All costs for Addenda issued shall be included in the base quote or as instructed on the Addenda.

VII. CONTRACT REQUIREMENTS

1. This Project is funded by State and/or local funds. Accordingly, the successful bidder (Contractor) will be required to comply with all applicable State and local laws.
2. In addition to the requirements stated above, the Firm selected for the Project must agree to a Firm fixed contract fee.
3. The Firm and their subcontractors are required to be in compliance with the "Georgia Security and Immigration Act." The Contractor must execute and submit the "Contractor Affidavit and Agreement," as well as the "Subcontractor Affidavit" executed by all of their subcontractors prior to beginning work on the Project.
4. For utility work as defined in O.C.G.A. 43-14-1 et. seq. the Firm and/or its subcontractor(s) that will perform utility work must have a valid State of Georgia Utility Contractor License and comply with all applicable provisions of Chapter 14 of Title 43 of O.C.G.A.
5. The Firm also must agree to comply with selected federal laws and executive orders in undertaking this Project. These include provisions related to equal employment opportunity, civil rights, and non-discrimination in awarding any subcontracts on the Project. The provisions of the applicable federal laws and authorities will be incorporated into the contract.
6. The Firm must comply with each of the following:
 - a.) USDOT/FHWA, A Manual on Uniform Traffic Control Devices – current edition;
 - b.) GDOT Standard Specifications for Construction of Transportation Systems;
 - c.) GDOT Special Provision Sections 202, 700 and 702;
 - d.) ANSI Z 60.1 American Standard for Nursery Stock – current edition;
 - e.) GDOT Scenic Byway Program and Corridor Management Plan Guidelines and Requirements;
 - f.) The American with Disabilities Act.

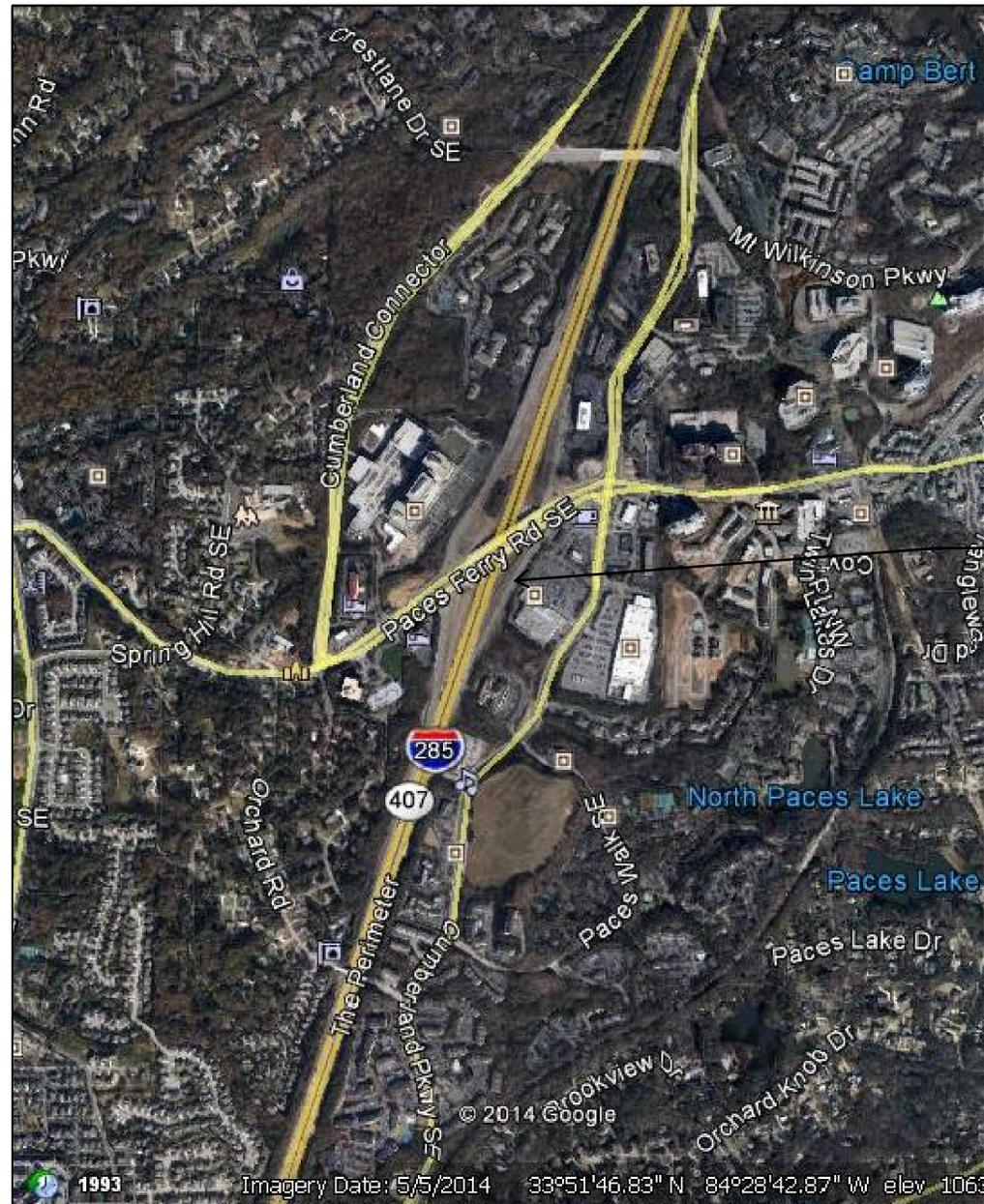
7. Landscape Guidelines for the Project shall follow the policy established for “Landscaping on the DOT Right of Way” (TOPPS 6755-9) and/or as established by the Landscape Architecture unit of the Georgia Department of Transportation Maintenance.
8. Indemnification: The Firm shall be responsible for any and all damages to property or persons and shall save harmless the CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT, OLM, Inc., Winter Design, LLC, Cobb County, Georgia Department of Transportation, and Cobb County Chamber of Commerce, Inc., inclusive of all officers, agents, and employers from all suits, claims, actions or damages of any nature whatsoever resulting from the negligence of the Firm in the performance of work under the awarded contract to complete the Project.

The Firm also agrees to indemnify and hold harmless CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT, OLM, Inc., Winter Design, LLC, Cobb County, Georgia Department of Transportation, and Cobb County Chamber of Commerce, Inc. against any and all claims, damages, losses and expenses arising out of the Firm’s negligent acts, errors or omissions in the performance of the Project and execution of the contract.

These indemnities shall not be limited by reason of the listing of any insurance coverage.

EXHIBIT A

VICINITY MAP



TREE TRANSPLANT TABLE

Quantity	Scientific Name	Common Name	Code Name	Planting Size	Maturity Size
3	Lagerstroemia indica (FIELD VARYFY VAR.)	Crape Myrtle	CMMT	EXISTING	20' high x 15' wide

NEW TREE PLANTING TABLE

Quantity	Scientific Name	Common Name	Code Name	Planting Size	Maturity Size
12	Lagerstroemia indica (TO MATCH EXISTING)	Crape Myrtle	CMMT	MATCH EXISTING	20' high x 15' wide

NEW SHRUB PLANTING TABLE

Quantity	Scientific Name	Common Name	Code Name	Planting Size
789	Ilex vomitoria	Schillings Holly	SCH	3-Gal
248	Euonymus alatus 'Compacta'	Dwarf Burning Bush	BN	3-Gal
273	Lorapetalum	Lorapetalum	LDR	3-Gal

Quantity	Scientific Name	Common Name	Code Name	Planting Size
6,000 sq. ft.	TIFT 419	Bermuda		Sod

NOTES:

- CONTRACTOR TO VERIFY LOCATION OF ALL UTILITIES AND TO DETERMINE IF THERE ARE ANY CONFLICTS PRIOR TO CONSTRUCTION
- ALL BASE INFORMATION AQUIRED FROM COBB GIS MAPPING, CONTRACTOR RESPONSIBLE FOR FIELD VERIFYING QUANTITIES & SQUARE FEET OF ALL BEDS
- ALL BED AREAS ARE TO BE CAREFULLY CUT OUT OF EXISTING LAWN AREA
- ALL EQUIPMENT IS TO ENTER NEWLY CONSTRUCTED BED IN AT MOST (2) ACCESS DRIVE LOCATIONS TO PRESERVE EXISTING LAWN. AFTER BED IS PLANTED AND STRAWED, ACCESS DRIVES ARE TO BE SOIL-PREPED AND SODDED BE TO THEIR ORIGINAL CONDITION.

Date	Revision/Issue

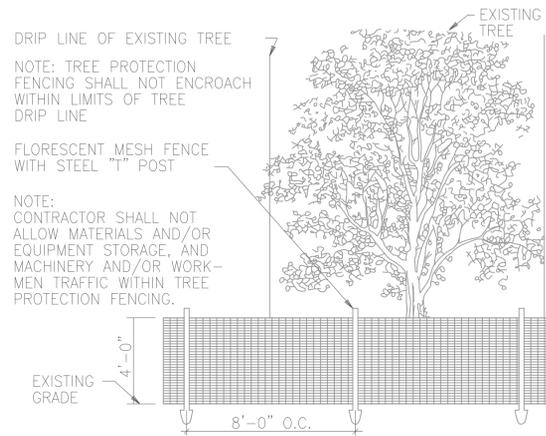
**PACES FERRY & 285 INTERSECTION
 GATEWAY GRANT IMPROVEMENT PLAN
 COBB COUNTY, GA
 PREPARED FOR:
 CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT**



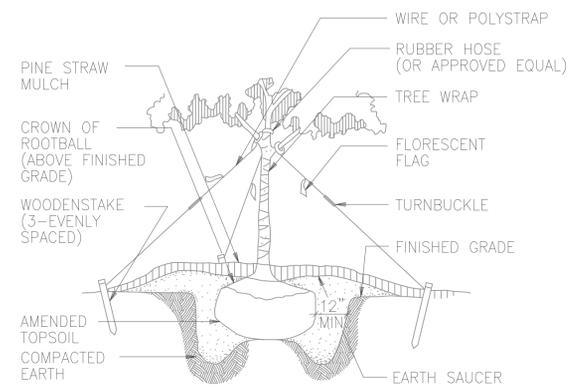
WINTER DESIGN
 Landscape Architecture + Planning
 2090 Saybrook Court, Marietta, GA 30068
 Phone (678) 776-3842 www.joshwinterdesign.com

Project	CCID007
Date	10/9/14
Scale	NTS

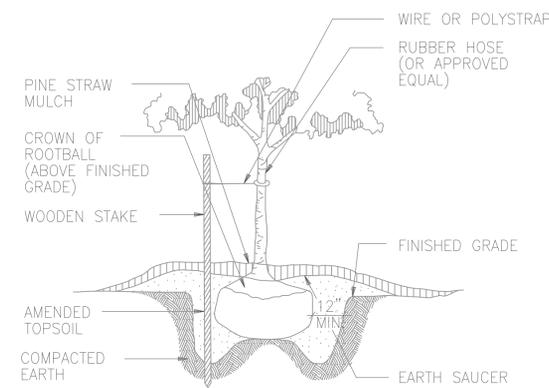
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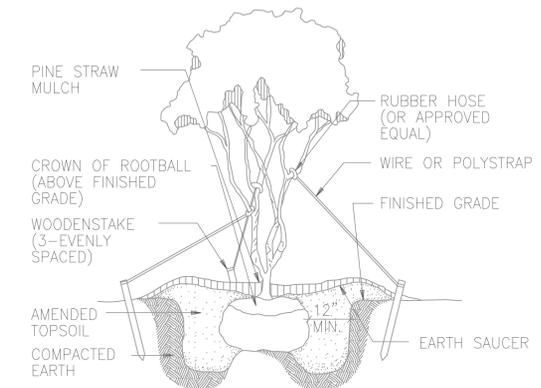
Tree Protection Fencing
 NTS



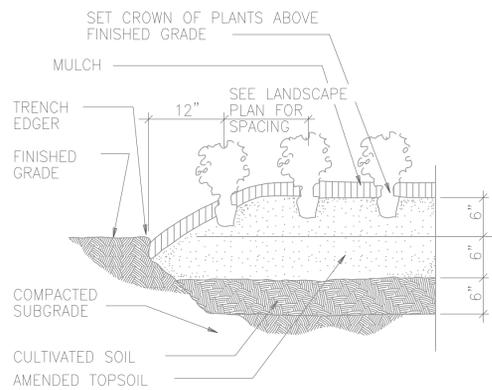
Tree Planting
 NTS



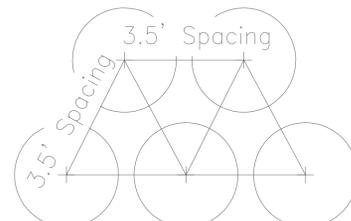
Pine or Small Tree Planting
 NTS



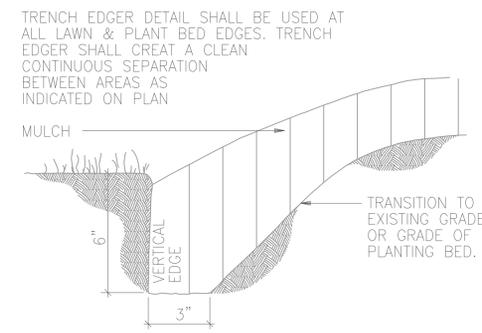
Multi-trunk Tree Planting
 NTS



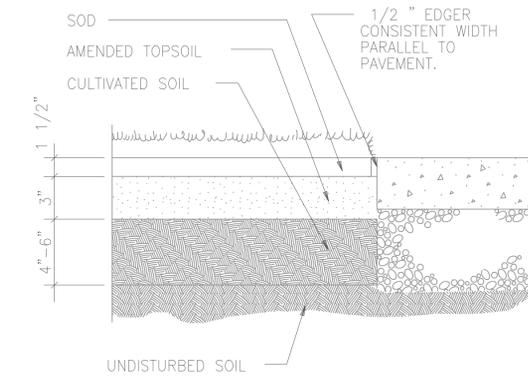
Perennial and Annual Color Beds
 NTS



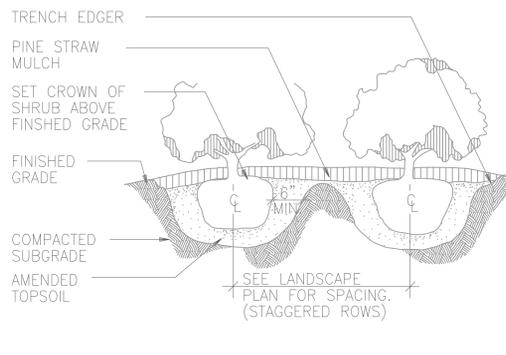
1 Gallon & 3 Gallon Plant Spacing
 For All Mass Shrub Plantings
 NTS



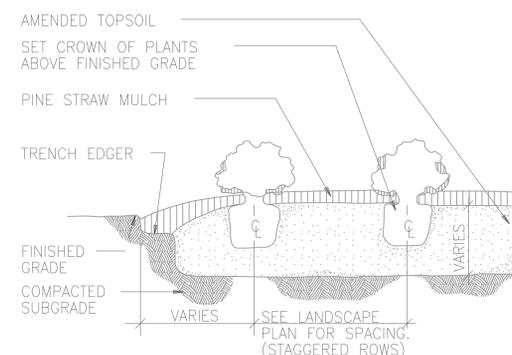
Trench Edger Detail
 NTS



Sod Installation Detail
 NTS



Shrub Planting
 NTS



Shrub/Ground Cover Mass Planting
 NTS

PLANTING NOTES

SECTION I : GENERAL

CONTRACTOR SHALL BE RESPONSIBLE FOR THE SITE INSPECTION PRIOR TO LANDSCAPE CONSTRUCTION AND INSTALLATION IN ORDER TO ACQUAINT HIMSELF WITH EXISTING CONDITIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL EXISTING UNDERGROUND UTILITIES BEFORE BEGINNING CONSTRUCTION. PRIOR TO SUBMITTING A BID, VERIFY ANY DISCREPANCIES BETWEEN THE NOTES, SPECIFICATIONS, DRAWINGS, OR SITE CONDITIONS WITH THE LANDSCAPE ARCHITECT.

CONTRACTOR SHALL COMPLETE SOIL TEST IN ALL PLANTING AREAS TO DETERMINE SOIL AMENDMENT REQUIREMENTS AND SUBMIT TEST RESULTS TO LANDSCAPE ARCHITECT FOR APPROVAL. CONTRACTOR SHALL ADJUST PH AND FERTILITY BASED UPON THESE RESULTS. NO ADDITION TO OR PLACEMENT OF SOIL IS TO BE DONE PRIOR TO INITIAL SOIL TEST REPORT APPROVAL. TESTING SHALL BE DONE BY SUITABLE LABORATORY. NO PLANTING SHALL BEGIN UNTIL RESULTS AND PROPER ADJUSTMENT HAVE BEEN

SECTION II : MATERIALS

PLANTS SHALL BE WELL FORMED, VIGOROUS, GROWING SPECIMENS WITH GROWTH TYPICAL OR VARIETIES SPECIFIED AND SHALL BE FREE FROM INJURY, INSECTS AND DISEASES. PLANTS SHALL EQUAL OR SURPASS #1 QUALITY AS DEFINED IN THE CURRENT ISSUE OF "AMERICAN STANDARDS FOR NURSERY STOCK" AS PUBLISHED BY THE AMERICAN NURSERYMEN, INC.

ALL PLANT MATERIALS ARE SUBJECT TO APPROVAL OR REFUSAL BY THE LANDSCAPE ARCHITECT AT THE JOB SITE. ALL MATERIAL REJECTED SHALL BE REMOVED FROM THE PROJECT SITE AT NO ADDITIONAL COST TO THE OWNER.

ALL PLANT MATERIAL IS TO BE CAREFULLY HANDLED BY THE ROOT BALL, NOT THE TRUNK, BRANCHES, AND/OR FOILAGE OF THE PLANT. MISHANDLED PLANT MATERIAL MAY BE REJECTED.

ALL PLANT MATERIAL IS TO BE WELL ROOTED, NOT ROOT BOUND, SUCH THAT THE ROOT BALL REMAINS INTACT THROUGHOUT THE PLANTING PROCESS. REJECT ALL CRACKED ROOTBALLS.

SECTION III : EXECUTION

ALL TREES SHALL BE STAKED AND GUYED ON THREE SIDES. SEE DETAIL.

ALL SHRUB AND TREE PITS SHALL BE AMENDED WITH A SOIL MIXTURE CONSISTING OF GRO-TONE BED MIX (1/4 LB. PER GALLON OF PLANT SIZE), 1/2 BLACK KOW COMPOSTED COW MANURE, (1 LB PER GALLON OF PLANT SIZE).

ALL GROUNDCOVER AND COLOR BEDS SHALL HAVE THE ABOVE SOIL MIXTURE TILLED INTO BED AREA TO A DEPTH OF 4".
 BACK ROW OF SHRUBS SHALL BE PLANTED AT 36" FROM FACE OF WALL OR FENCE WALL, GROUNDCOVERS SHALL BE 12" OUT FROM WALL OR FENCE AS REQUIRED BY PLANT SPECIFICATIONS.

FRONT ROW OF SHRUBS SHALL BE PLANTED A MINIMUM OF 24" BEHIND (12" FOR GROUND COVER) BED LINE @ LAWNS OR WALKS AND MINIMUM 36" BACK FROM DRIVEWAY AND PARKING AREAS.

CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING 2% POSITIVE DRAINAGE IN ALL PLANT AREAS.

BERM ENTRANCE ISLAND WITH TOPSOIL TO 30" BEFORE SETTLING.

ALL PLANTING BEDS AND TREE PITS SHALL BE MULCHED WITH A 3" (AFTER SETTLEMENT) LAYER OF PINE STRAW.

EXCAVATE EDGE OF ALL PLANTING BEDS TO 2" DEPTH TO FORM A NEAT CRISP DEFINITION. SEE DETAIL.

CONTRACTOR SHALL REMOVE ALL DEBRIS AND FINE GRADE ALL AREAS FOR APPROVAL BY LANDSCAPE ARCHITECT.

*USE ONE (4 OZ.) PACKET OF GRANULAR MYCORRHIZEA FOR EVERY 1 1/2" CALIPER OF TREE TO BE PLANTED.

PACES FERRY & 285 INTERSECTION
 GATEWAY GRANT IMPROVEMENT PLAN
 COBB COUNTY, GA
 PREPARED FOR:
 CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT



WINTER DESIGN
 Landscape Architecture + Planning
 2090 Saybrook Court, Marietta, GA 30068
 Phone (678) 776-9842 www.jghwinterdesign.com

Project	CCID007
Date	10/9/14
Scale	NTS

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