



CITY OF DUBLIN
MLK, JR. PLAZA ROADSIDE LANDSCAPE ENHANCEMENTS
REQUEST FOR PROPOSAL
RFP #18-0720

The City of Dublin is soliciting sealed proposals for furnishing all labor and materials for the Martin Luther King, Jr. Plaza Roadside Landscape Enhancements Project at the intersection of S. Church Street and SR31/US441/Telfair Street in Dublin, Georgia. This project is partially funded by the GDOT Roadside Enhancement and Beautification Gateway Grant.

Proposals are to be returned, sealed and marked "RFP #18-0720" by 11:00 A.M. on Thursday, August 9, 2018 to:

Courier:	City of Dublin Purchasing Dept. Kris Harden, Purchasing Dir. 215 Truxton St. Dublin, GA 31021	Mail:	City of Dublin Purchasing Dept. Kris Harden, Purchasing Dir. PO Box 690 Dublin, GA 31040
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- To be considered, the completed proposal must be submitted in a sealed envelope, clearly marked "Request for Proposal #18-0720".
- Proposals received after the specified date and time will not be considered. All proposals submitted must be FOB Dublin, Georgia.
- The City reserves the right to accept or reject any or all proposals, to waive formalities and technicalities, and to make an award in the best interest of the City.
- Factors to be considered in making this award, if awarded, will be job completion time, price, experience with similar projects and references. The City will be the sole judge of the weights given these factors as follows:

Completion Time – 30%

Project Cost – 30%

Experience – 25%

References – 15%

By submitting this RFP, submitters accept the evaluation process as outlined in this document and acknowledge and accept that determination of the most qualified firm offering the best value to the City may require subjective judgments by the owner.

- Proposals will be opened in the conference room in the Purchasing Department, 215 Truxton St., Dublin, Georgia, on the hour and date specified above, local time prevailing. No proposals will be accepted after the opening time. No faxed or e-mailed proposals will be accepted. Only the name of the proposer will be read aloud at the opening. No pricing information will be disclosed until award.
- Prices quoted shall be firm prices and remain firm until project completion. If awarded, the City will issue a Notice to Proceed to the successful bidder within sixty (60) days after opening.
- Any explanation desired by any proposer regarding this proposal must be requested in writing by Wednesday, August 1, 2018, for a reply to reach proposers before the submission of their proposal. Answers to any questions received will be posted on the City of Dublin website by the end of business on Thursday, August 2, 2018. Send questions to hardenk@dlcga.com.
- Liability and Worker's Compensation Certificate of Insurance must be provided.
- Payment terms are N30 unless otherwise stated in the proposal.
- It is anticipated that this project will be awarded at the August 16, 2018, City Council Meeting. Work should commence within twenty (20) days after Notice of Award.
- RFP may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened.
- When applicable, bidders should inspect the site to ascertain the nature and location of work and the general conditions which could affect the cost of the work. The City will assume no responsibility for representations or understandings made by its officers or employees unless included in this Request for Proposal. While site inspections are not a mandatory requirement to submit a proposal, vendors are urged to visit the site to ascertain all the requirements of this invitation.
- Should either party fail to comply with the Terms and Conditions of this contract, the aggrieved party must give, in writing, to the other party any complaint for non-compliance to the Terms and Conditions of this contract. The other party shall have fifteen (15) calendar days to correct the matter. If corrected to the

satisfaction of both parties within the fifteen (15) calendar days and stated in writing, then the contract will continue uninterrupted. Failure to correct the matter will result in termination of this contract at the end of the thirty (30) calendar days following the date of the initial letter of complaint.

- All responses and supporting materials as well as correspondence relating to this RFP become property of the City of Dublin when received. Any proprietary information contained in the response should be so indicated. However, a general indication that the entire contents, or a major portion, of the proposal is proprietary will not be honored. The following terms and conditions shall also apply:
 - All applicable Federal and State of Georgia laws, City of Dublin ordinances, licenses and regulations of all agencies having jurisdiction shall apply to the respondents throughout and incorporated herein.
 - Professionals requiring special licenses must be licensed in the State of Georgia, and shall be responsible for those portions of the work as may be required by law.
 - No response shall be accepted from, and no contract will be awarded to, any person, firm, or corporation that (i) is in arrears to the City of Dublin with respect to any debt, or (ii) is in default with respect to any obligation to the City of Dublin.
- The City of Dublin is a Drug-Free Workplace. If the contractor has more than 1 employee, including contractor, contractor shall provide for such employees a drug-free workplace, as defined under Official Code of Georgia Annotated (“O.C.G.A.”) sections 50-24-2(5) and 50-24-3(b), throughout the duration of this agreement.
- Contractors and Sub-Contractors must execute the affidavit included in the bid package verifying that they have registered and participate in the federal work authorization program to verify information of all new employees, per O.C.G.A. 13-10-90, et. seq., and Georgia Department of Labor Regulations rule 300-10-02.
- By submitting a response to this RFP, Offeror agrees to an understanding of and compliance with the specifications and requirements described in this RFP.
- Call Kris Harden, Purchasing Director, at 478-277-5047 should you have any questions.

GENERAL SCOPE OF WORK:

The project includes, but is not limited to, the irrigation, hardscaping, and landscaping of the right-of-way on SR31/US441/Telfair Street on either side of the South Church Street intersection

Irrigation includes an existing irrigation system along Telfair Street to include two (2) horizontal directional drills under Telfair and Church Streets. New pipes, control valves, and sprinkler heads will be included in the installation.

The hardscape includes the installation of planter boxes, concrete sidewalk, curb & gutter, and the demolition of an existing driveway on Telfair Street.

Landscaping includes providing and planting twelve (12) Princeton elm trees, mondo grass, loropetalum, and centipede sod.

Refer to the Construction Plans details.

SPECIFICATIONS

Irrigation:

1. All utility relocations on the state route R/W must be permitted through the Georgia Utilities Permitting System (GUPS).
2. All utilities relocated and/or newly installed shall be in accordance with the "Utility Accommodations Policy and Standards Manual, 2016 Edition".
3. All water meters and back flow devices are to be placed on the GDOT right-of way.
4. When excavation work is being done near any utility, the owner shall be notified prior to excavation.
5. The contractor/installer shall adhere to the Georgia Utilities Protection Center's "Georgia 811 Call Before You Dig" law by calling the Underground Protection Center at 1-800-282-7411 or 811 forty-eight (48) hours prior to beginning any ground disturbing activities.
6. Tracer wire to be included on all mainline and lateral pipes.
7. Valve boxes must be locked or located outside of the State right-of-way.
8. Contractor shall provide an as-build drawing of the irrigation system after installation is complete.

Concrete Sidewalk:

1. Concrete to be placed 4" thick and finished with tamps, wood floats and stiff-bristle brooms.
2. Transverse contraction joints shall be placed at 20 foot intervals, all edges to be rounded to 1/4" radius.
3. 1/2" expansion joints shall be placed where sidewalk ties into a structure or terminate at curb, ramps or driveways and at 60 foot intervals.

Curb Cut Ramps:

1. Curb cut ramps will be located as follows unless plans or contract specify otherwise:
 - a) At all pedestrian crosswalks where curb is constructed or replaced.
 - b) Where the sidewalk, concrete or unpaved, is interrupted by the curb at turnouts or at intersections.
 - c) At other locations such as hospitals, nursing home, rest areas, etc., where the curb would otherwise be an obstruction to the physically disabled.
2. Ramps will be constructed from concrete, specification for ramps will be the same as for concrete sidewalk. Ramps shall have either a rough or a textured finish.
3. Drop inlets are not to be located directly in front of ramps. Catch basins should be located at least 10 feet from ramps when feasible.
4. Where ramps are located in radii, the dimensions shown for the ramp widths and tapers are measured perpendicular to the ramp and not along the curve.
5. Where utility structures conflict, where sidewalk geometry varies, at skewed intersections, or in other special cases, the ramp designs may be modified by the designer or the engineer, provided that the width remains a minimum of 48 inches and no slope on the accessible part of the ramp is steeper than 12:1.
6. Linear feet of curb and gutter will include the transitioned curb in front of ramps. 50 yards of concrete sidewalk and concrete median paving will include ramps. No additional payment will be made for curb ramps. No additional payment will be made for swing and removing existing sidewalk or curb where necessary for ramp construction.
7. When a curb ramp is placed on existing pavement, the pavement shall be removed to provide a minimum thickness of 3 inches of concrete at all locations. No separate payment will be made for removal of the pavement.
8. Detectable warning surfaces are required on the intersections with public street, signalized commercial driveways, and commercial driveways with an AADT of 25 VPD.

Landscaping:

1. Where indicated on the plans, landscaping is to include planting Ophiopogon Japonicus (Mondo Grass), 10" maturity height, twelve (12) each Ulmus Americana (Princeton Elm), 70 foot maturity height, 30-gallon pot, and Loropetalum – Plum, 30" maturity height, 7-gallon pot.

City of Dublin
MLK, Jr. Plaza Roadside Landscape Enhancement
RFP #18-0720

Total Bid Amount (Written Out) _____

PROJECT COST: \$ _____

**JOB COMPLETION
TIME:** _____

BIDDER: _____

ADDRESS: _____

NAME: _____ **TITLE:** _____

SIGNATURE: _____

PHONE NUMBER: _____ **FAX NUMBER:** _____

E-MAIL: _____

Vendor Experience:

- List at least three (3) references, with contact information, by vendor for similar projects.



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 to submit the attached proposal. Affiant further states as bidder, that they have not been a party to any collusion among proposers in restraint of competition by agreement to propose at a fixed price or to refrain from submitted proposals. Affiant also states that they have not been a party to any collusion with any officer of the City of Dublin or any of their employees as to quantity, quality or price in the prospective contract; and that discussions have not taken place between proposers and any office of the City of Dublin or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed proposal for:

Firm Name

Signature

Title

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public



City of Dublin, Georgia

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 the City of Dublin 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 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 the City of Dublin, contractor will secure from such contractor(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 a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Dublin at the time the subcontractor(s) is retained to provide the service.

Business Name

EEV/ Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent

Date

Title of Authorized Office or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS _____ 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 Rule 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)



City of Dublin, Georgia

SUBCONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Dublin 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 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

Business Name

EEV/ Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Subcontractor Name)

Date _____

Title of Authorized Office or Agent of Subcontractor

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 Rule 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)