

# Thomas County Board of Commissioners

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## Purchasing Department

July 28, 2011

Request for Proposals  
TCHC Interior Masonry Infill **TCHC 2011-04-2000-25**

You are invited to submit a sealed proposal for providing **Interior Masonry Infill** for the Thomas County Board of Commissioners. Attached are the general conditions, standard instructions, specification, and price submittal form. Variation from the given specifications should be noted on the proposal form with an explanation of said variation(s) attached. Proposals are to be marked with offeror's name and address and labeled: **Proposal for Interior Masonry Infill** and mailed or delivered to the following address no later than 10:00 a.m.; local time, Friday, August 5, 2011.

Deadline for receiving proposals:	<u>8/5/2011</u> (date)	<u>10:00 a.m.</u> (time)
Opening date :	<u>8/5/2011</u> (date)	<u>10:30 a.m.</u> (time)
Tentative Award Date:	<u>8/9/2011</u> (date)	<u>6:00 p.m.</u> (time)

Address all proposals to:

THOMAS COUNTY BOARD OF COMMISSIONERS  
**Proposal for "Interior Masonry Infill"**  
ATTN: PURCHASING DEPARTMENT  
P.O. Box 920  
110 North Crawford St.  
Thomasville, Georgia 31799

Any inquiries concerning this proposal should be made to M. Twink Monahan, Purchasing Director, at the above location or at (229) 225-4100. [tcpcpur@rose.net](mailto:tcpcpur@rose.net).

**UPON RECEIPT OF THIS REQUEST – PLEASE CALL OR E-MAIL CONFIRMATION OF RECEIPT.**

## GENERAL CONDITIONS

No proposals received after said time or at any place other than the time and place stated in the notice will be considered.

### WITHDRAWAL OF PROPOSAL:

An offeror may withdraw this proposal before the expiration of the time during which proposals may be submitted without prejudice to the offeror, by submitting a written request of withdrawal to the Thomas County Board of Commissioners, Purchasing Department.

### REJECTION OF PROPOSAL:

Thomas County may reject any and proposals, and must reject a proposal of any party who has been delinquent or unfaithful in any formal contract with Thomas County. Also, the right is reserved to waive any irregularities or informalities in any proposal in the procedure. Thomas County will be the sole judge which proposal is best, and in ascertaining this, will take into consideration the business integrity, financial resources, facilities for performing the work, and experience in similar operation or product of the various offerors.

### STATEMENT OF EXPERIENCE AND QUALIFICATIONS:

The offeror may be required, upon request, to prove to the satisfaction of Thomas County that he/she has the skill and experience and the necessary facilities and ample financial resources to perform the contract(s) in a satisfactory manner and within the required time. If the available evidence of competency of any offeror is not satisfactory, the proposal of such offeror may be rejected. The successful offeror is required to comply with and abide by all applicable federal and state laws in effect at the time the contract is awarded.

### NON-COLLUSION AFFIDAVIT:

By submitting a proposal, the offeror represents and warrants that such proposal is genuine and not fraudulent or collusive or made in the interest or in behalf of any person not therein named, and that the offeror has not directly or indirectly induced or solicited any other offeror to put in a fraudulent proposal, or any other person, firm or corporation to refrain from submitting and that the offeror has not in any manner sought by collusion to secure to that offeror any advantage over any other offeror.

### INTEREST OF:

By submitting a proposal, the offeror represents and warrants that neither a Commissioner nor Chairman of Thomas County has, in any manner, an interest, directly or indirectly in the proposal or in the contract that may be made under it, or in any expected profits to arise therefrom.

### DOCUMENTS DEEMED PART OF THE CONTRACT:

The notice, request to offerors, general conditions, and instructions for offerors, special conditions, specifications, proposal and addenda, if any, will be deemed part of the contract.

### STANDARD INSTRUCTIONS TO OFFERORS

1. The written specifications contained in this proposal will not be changed or superseded except by written addendum from Thomas County. Failure to comply with the written specifications for this proposal may result in disqualification by Thomas County.
2. All goods and materials will be F.O.B. Thomas County Board of Commissioners – **job site**, no freight or postage charges will be paid by Thomas County unless such charges are included in the proposal price.
3. All proposals must be sealed, received and in-hand at proposal due date and time. Each offeror assumes the responsibility for having his/her proposal received at the designated time and place without consideration, regardless of the postmark. Thomas County accepts no responsibility for mail delivery.
5. Each proposal form submitted must include the name of the business, mailing address, the name, title and signature of the person submitting the proposal . When submitting a proposal package to Thomas County, the first page of your proposal package should be the Proposal Form listing price, delivery, etc., unless the proposal form is requested to be in a separate sealed envelope.
6. No proposals received after said time or at any place other than the time and place stated in the notice will be considered.
7. Thomas County may reject any and all proposals, and must reject a proposal of any party who has been delinquent or unfaithful in any formal contract with Thomas County. Also, the right is reserved to waive any irregularities or informalities in any proposal in the procedure. Thomas County will be the sole judge as to which proposal is best, and in ascertaining this, will take into consideration the business integrity, financial resources, facilities for performing the work, and experience in similar operation of the various offerors.
8. Telephone proposals will not be accepted unless stated in the proposal.
9. No sales tax will be charged on any orders. Thomas County is exempt as outlined by Georgia State Law.
10. Offerors will state delivery time after receiving order.
11. Unless otherwise stated, all proposals submitted will be valid and may not be withdrawn for a period of 90 days from the due date of the proposal.
12. Any offeror who wishes to receive proposal tabulation is required to enclose a self-addressed stamped envelope or a valid e-mail address. The results will be mailed after tabulation is complete. Results of the proposals will not be available orally.

**Specifications**  
**Interior Masonry Infill for Thomas County**

- I. **Scope:** This Work shall consist of furnishing labor for Interior Masonry Infill per the Plans and Specifications and the attached location sketch and list of infill locations. Concrete floor slabs will be constructed by others before some of the work may commence.
- II. **Materials:** The materials for the Interior Masonry Infill shall be as specified in the project Plans and Specifications Section 04-2000 Unit Masonry Assemblies (see attached pages). Thomas County will provide the materials. Coordinate quantities needed with Superintendent.
- III. **Equipment:** N/A
- IV. **Construction:** Construct the Interior Masonry Infill in a structurally sound manner in accordance with the Plans and Specifications. . Set back masonry for plaster finish as noted on the sketch and list of infill locations. Lintel materials required above new door openings will be provided by Thomas County.
- V. **Acceptance and Payment:** Upon final inspection and approval by Thomas County, Thomas County will accept and process an invoice for final payment.
- A. **Measurement:** Number of completed infill areas as a percent of completion based on approved milestones and an approved draw schedule.
- B. **Payment:** Payment in each case as specified above shall be full compensation for the work, the furnishing of all tools, machines and all other equipment necessary to complete the item. Thomas County will furnish the material.
- VI. **Insurance/Bonding:**
- A. **EVIDENCE OF INSURANCE:** Prior to execution of the contract, the Contractor shall file, with the Owner, evidences of insurance from the insurer, certifying to the coverage of the insurance required herein. The evidences of insurance shall be certified by a properly authorized officer, agent, general agent or qualified representative of the insurer, and shall certify the names of the insured, the type and amount of insurance, the location and operations to which the insurance applies, and the expiration date. The evidences shall include the agreement of the insurer to give, by registered mail, notice to the Owner and at least 30 calendar days prior to the effective date of cancellation, lapse, or material change in the policy.
- B. **CERTIFICATE OF INSURANCE:** This Certificate of Insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term, or condition of the contract with the respect to which this certificate is issued, the insurance afforded by the policies described herein is subject to the terms, exclusions and conditions of such policies.
- C. **CANCELLATION OF INSURANCE:** If the insurance is canceled, the Contractor shall deliver to the Owner new policies of insurance and the receipts for payment of premiums thereon. Should the

Contractor neglect to obtain and maintain in force such insurance, and deliver such policy or policies and receipts to the Owner, then it shall be lawful for the Owner to obtain and maintain such insurance. The Contractor hereby appoints the owner his true and lawful attorney, to do the things necessary for this purpose. Money expended by the Owner under the provisions of this paragraph for insurance premiums shall be charged to the Contractor. Failure of the Owner to obtain such insurance shall in no way relieve the Contractor of his responsibilities under this contract.

D. PUBLIC LIABILITY:

1. Successful offeror will be required to furnish a certificate of liability insurance in an amount not less than (\$1,000,000.00) one million dollars per occurrence to protect the county throughout the life of the contract against "all risks". Coverage to include but not be limited to general liability; comprehensive form, premises/operations, underground explosion and collapse, products/completed operations, contractual, independent contractors, broad form property damage, personal injury, and automobile liability. Worker's compensation and employer's liability are to be statutory amounts. Certificate must be furnished within (10) ten calendar days of a "notice of award" being issued.

2. Liability insurance shall indemnify the Contractor and his subcontractors against loss from liability, imposed by law, upon or assume under contract by the Contractor or his subcontractors, for damages on account of such bodily injury and property damage. The insurance shall also indemnify the Contractor and his subcontractors against losses related to completed operations and products. The insurance shall be provided by a comprehensive, broad form occurrence property damage liability policy written by licensed underwriters. The policies shall cover operations, owned and no owned vehicles and equipment, contractors' protective coverage blanket, contractual liability, and completed operations liability. The liability insurance shall not exclude explosion, collapse, underground excavation, or removal of lateral support and shall include cross liability. The Owner, the Construction Manager, the design engineer, and their officers, principals, agents, subcontractors, and employees shall be named as additionally insured on the liability policies.

3. WORKERS COMPENSATION INSURANCE:

Contractor and the subcontractors shall cover or insure under applicable laws relating to workers compensation or employer's liability insurance, their employees, working on or about the construction site, regardless of whether such coverage or insurance is mandatory or merely elective under the law. The contractor shall defend, protect, save harmless the Owner from and against claims, suits and actions arising from failure of the Contractor or the subcontractors to maintain such insurance.

4. BONDS: (Not applicable)

a. PROPOSAL BOND: Proposals must be accompanied by a proposal guarantee of not less than (5%) five percent of the total amount of the proposal. The guarantee may be in the form of a cashier's check, certified check, bank draft, or an irrevocable letter of credit made payable to Thomas County Commissioners, or a proposal bond issued by a surety company licensed to issue such bonds in the State of Georgia. The guarantee shall insure the execution of the contract document and the furnishing of a payment bond and a performance bond. Upon the county naming a successful offeror, all other proposal bonds will be returned at that time. (Not applicable)

b. PAYMENT AND PERFORMANCE BONDS: (Not applicable)

Thomas County will require the successful offeror to furnish a payment and performance bond, each in an amount not less than (100%) one hundred percent of the total proposal amount awarded prior to being issued a "notice to proceed" under a contract issued as a result of this request for proposals. Bonds must be submitted with (15) fifteen calendar days after being furnished a "notice of award". All bonds must be written on a surety company licensed to do business in Georgia.

c. **SUBCONTRACTORS TO THE GENERAL CONTRACTOR: (Not applicable)**

In addition, any subcontractor must provide (100%) one hundred percent payment and performance bonds to the successful contractor when the value of the subcontract to the successful offeror is (\$20,000.00) twenty thousand dollars or more. A copy of the subcontractor bonds issued to the contractor must be provided to the county before the subcontractor is allowed to do any work. Upon receipt of payment and performance bonds, successful offeror's proposal bond will be returned. All bonds must be written on a surety company licensed to do business in Georgia. Retainage will be held in compliance with Georgia Law.

d. **RETAINAGE:** Retainage will be held in compliance with Georgia Law. Thomas County normally holds (5%) five percent retainage throughout the entire project and will release retainage at the point of final completion and final acceptance by the County.

E. **HOMELAND SECURITY ACT - E-Verify**

All contractors are required to execute the attached affidavit, verifying its compliance with O.C.G.A. 13-10-19, stating affirmatively that the individual, firm, or corporation which is contracting with Thomas County 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.

## PROPOSAL for Interior Masonry Infill

### BASE PROPOSAL

\$ \_\_\_\_\_ Masonry Infill Areas (Items 1-16)

Earliest start date: \_\_\_\_\_ Completion time: \_\_\_\_\_

It is agreed by the undersigned offeror that the signature and submission of this proposal represent the offeror's acceptance of all terms, conditions and requirements of proposal specifications and, if awarded, the proposal will represent the agreement between the parties.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Signed (sign manually, in ink): \_\_\_\_\_

Name Printed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Scope of Work

Interior Masonry Infill

TCHC 2011-04-2000-25

in

in

in

Item #	Room #	Adjoining Room / Door / Window #	Description	Width	Depth (Thickness of Wall)	Height	Note
1	103	112	Infill existing opening full depth; set back for plaster finish on both sides	56	18	89	new footer/slab provided by others
2	107	117	Infill existing opening flush with existing wall; set back for plaster finish on both sides	40	27	128	wider opening on west wall
3	107A	117	Infill existing opening flush with existing wall; set back for plaster finish on both sides	70	17	97	smaller opening on west wall - shoring up and fixing wood frame to be done by others
4	110	111	Infill existing opening with 8" wall on storage room side; set back for plaster finish on both sides	41	8	108	new footer/slab provided by others; leave arch and point up arch
5	110	111	Infill existing opening with 8" wall on storage room side; set back for plaster finish on both sides	41	8	105	new footer/slab provided by others; leave arch and point up arch
6	112	102B	re-build south equip room wall at lobby; set back for plaster finish on both sides	166	18	128	new footer/slab provided by others
7	112	102B	build new 8" fire-rated CMU wall up to bottom of ceiling joists; set back for plaster finish on both sides	144	8	128	new footer/slab provided by others
8	115	112	Infill existing opening full depth; set back for plaster finish	57	17	88	
9	115	112	Infill existing opening full depth; set back for plaster finish on both sides	57	17	88	
10	116	117	Infill existing arch with 8" wall on restroom side of opening; set back for plaster finish on both sides	42	8	90	leave arch and point up arch
11	117		fill in exterior door cavity; set back for plaster finish on both sides	44	15	105	
12	B02A		Infill existing opening in basement	44	6	37	existing cavity in place, plastered over on outside
13	B02A		Infill existing opening in basement	44	6	37	existing cavity in place, plastered over on outside
14	B02		Infill existing opening in basement	34	14	37	NW corner of Annex, ground level, north side
15	B02		Infill existing opening in basement	37	14	37	NW corner of annex, ground level, west side
16	B02		Infill existing opening in basement	45	14	40	NE corner of Annex, ground level

