

# STATE OF GEORGIA



## Request for Proposals (RFP) #900-18-775 Design-Build of Multi-Purpose Warehouse

**PROPOSALS DUE: THURSDAY MARCH 1, 2018 @ 2 PM LOCAL ATLANTA TIME**



**RFP Issued by:**

**GBA – Georgia Building Authority  
Procurement Services**

**One Martin Luther King Jr. Drive, Atlanta, GA 30334**

***Rey A. Palma, Procurement Services Director***

**[rey.palma@gba.ga.gov](mailto:rey.palma@gba.ga.gov)**

**Phone: 404 651 6530 --- Fax: 404 651 6419**

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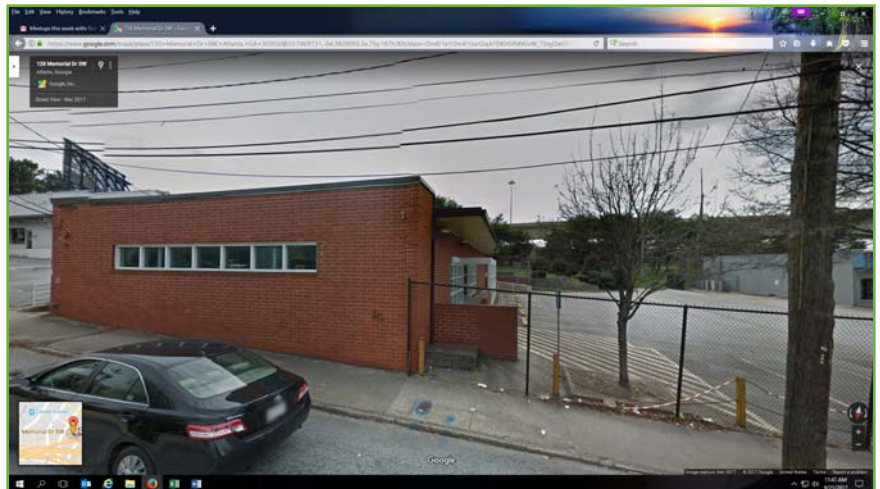
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## 1.0 INTRODUCTION

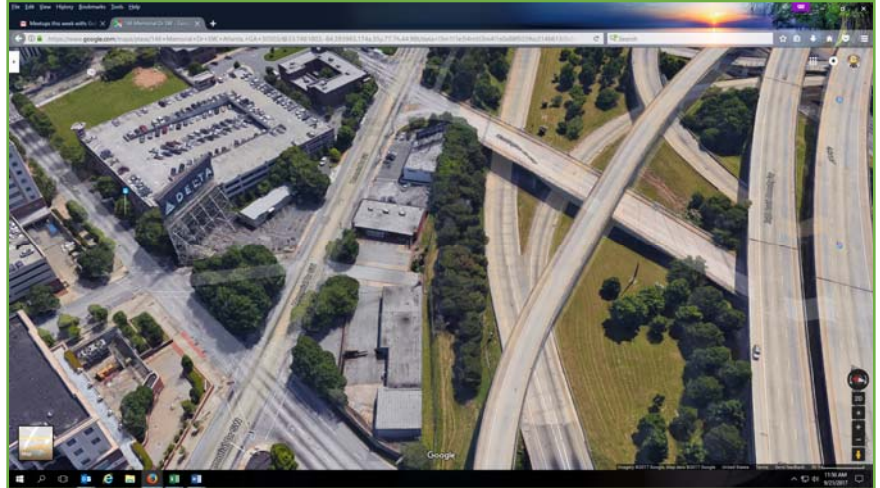
### 1.1 Purpose of Procurement

The Georgia Building Authority (GBA or Authority), considered the “Owner” for this solicitation, is seeking proposals from design-build teams interested in providing turnkey design, construction and delivery of the a new approximate 20,000 square foot two story state of the art multipurpose warehouse. The



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new warehouse will be located on land cleared at 130 and 146 Memorial Drive. The former buildings housed the Georgia Highway Patrol.



This Request for Proposal (RFP) seeks to identify qualified design-build teams with a proven successful performance record of the services specified in this document. Respondents shall propose the best; most experienced and qualified design-build team for the construction of said warehouse facility. Respondents will be responsible for all aspects of design, bidding, construction, construction administration, commissioning and delivery of the facility in a turnkey manner.

## **1.2 Communications**

All respondents to this solicitation are strictly subject to the instructions communicated in this document and any addenda thereto. The GBA Procurement Services Director (Issuing Officer) shall be the only point of communications for all interested parties.

From the issue date of this RFP until a contractor is selected and engaged, Proposers are not allowed to communicate for any reason with any GBA staff except through the Issuing Officer named herein, or as provided by existing work agreement(s). For violation of this provision, the GBA reserves the right to reject the Proposal. Submit all questions concerning this RFP via e-mail to the Issuing Officer. Only written and formatted questions will be accepted. No response other than written will be binding upon the GBA. All pertinent questions and respective answers will be posted to the Georgia Procurement Registry (GPR - [http://ssl.doas.state.ga.us/PRSapp/PR\\_index.jsp](http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp)) in addenda format.

## **1.3 Tentative Schedule of Events**

The following matrix is the "Tentative Schedule of Events". All times indicated shall be prevailing times in Atlanta, Georgia. GBA reserves the right to adjust the schedule.

TENTATIVE SCHEDULE OF EVENTS			
ITEM	EVENT	DATE <sup>1</sup>	TIME <sup>2</sup>
1	Release Date of RFP - Post to GPR <sup>3</sup>	Wednesday January 24, 2018	5:00 PM
2	<b>Mandatory Pre-Solicitation Conference</b> <b>Location: GBA Bid Room (Room 426A) Twin Tower West,</b> <b>Balcony Level, 200 Piedmont Avenue, Atlanta GA 30334</b>	Thursday February 8, 2018	10:30 AM
3	<b>Deadline for submission of written questions and requests</b> <b>for clarification.</b>	Thursday February 15, 2018	4:00 PM

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TENTATIVE SCHEDULE OF EVENTS			
ITEM	EVENT	DATE <sup>1</sup>	TIME <sup>2</sup>
4	<i>Proposal Closing Date &amp; Time ~ Deadline for submission of Solicitation</i>	<i>Thursday March 1, 2018</i>	<i>2:00 PM</i>
5	Notice of Intent to Award	March 2018	10:00 AM
6	Negotiations/Contracting Period	March 2018	10:00 AM
7	Contract Effective Date	April 2018	TBD
Notes: <sup>1</sup> All dates and times are subject to change. <sup>2</sup> All times shown are to be local Atlanta, GA times. <sup>3</sup> GPR: Georgia Procurement Registry located at <a href="http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp">http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp</a> .			

#### 1.4 Mandatory Pre-Solicitation Conference

A mandatory pre-solicitation conference shall be held pursuant to the schedule above. Interested parties are also encouraged to familiarize themselves with the construction areas and submit pertinent questions, by the appropriate date and time, using the format below. Failure to be represented at the mandatory event will deem your submittal unresponsive. A verifiable employee of the Proposer or authorized representative must be present throughout the event. The representative must be in attendance in a timely manner. No proposer will be accepted into the conference once the presiding GBA Procurement Officer closes the event. Companies are advised that if a proxy is to be used as a representative, the proxy must provide proof of his/her authority to represent the prospective Proposer. Proof includes but is not limited to personal and company information on letterhead authorizing the proxy to act as the company representative. The letter shall be directed to the Issuing Officer on this Invitation to Bid.

*Failure of a company to attend the Mandatory Pre-Solicitation Conference shall automatically disqualify their response*

Please note that when the mandatory pre-Proposal conference includes a walk-through the GBA Procurement Representative shall announce whether the actual walk-through is or is not mandatory. Typically, only the Mandatory Pre Proposal Conference portion is mandatory for Proposers or Proposers' designated representative. Attendance will only typically be taken at the Pre-Proposal Conference.

#### 1.5 Questions Submittal

Direct all questions about this RFP in writing via e-mail to the Issuing Officer:

Rey Palma, Procurement Services Director  
 Georgia Building Authority - Procurement Services  
 One Martin Luther King Jr. Drive, Atlanta, GA 30334  
 Phone: 404 651 6530 – [rey.palma@gba.ga.gov](mailto:rey.palma@gba.ga.gov)

Please submit your questions by the designated date and time in the following format:

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<b>QUESTION SUBMITTAL FORMAT</b>	
<b>COMPANY NAME:</b>	
<b>COMPANY CONTACT (name and e-mail address):</b>	
<i>Question</i>	<i>Referenced RFP Section</i>
1.	
2.	
3.	

**1.6 Definition of Terms**

- **Capitol Police:** Capitol Police Division, a division of the Georgia Department of Public Safety
- **GBA:** Georgia Building Authority
- **GPR:** Georgia Procurement Registry – Official State of GA Bid Service
- **O. C. G. A.:** Official Code of Georgia Annotated (State Statute or Laws)
- **RFP:** Request for Proposals - This solicitation document
- **Proposer, Proposer, Bidder:** Respondent to this Solicitation
- **Licensed Party:** The Proposer
- **Project Manager:** Contractor's authorized representative, or work manager/representative.
- **Issuing Officer:** Procurement Services Director or his designee.

**1.7 Contract Term**

The term of the resulting contract shall correspond to the design-construction-delivery of facility period. GBA reserves the sole right to extend the contract.

Failure to perform as contracted will prohibit the contractor from participating in any subsequent issued replacement solicitation.

**1.8 Background**

The Georgia Building Authority (GBA) is responsible for all maintenance and services associated with the management of buildings and various facilities located in the Capitol Hill Complex. The portfolio includes 33 buildings, (7 million gross square feet), 22 parking facilities, 4 parks/plazas and 6 historic cemeteries.

**2.0 MANDATORY REQUIREMENTS**

All respondents must address the following items in their written response.

**2.1 Proposer Qualification Requirements**

- The Proposer (firm/company) shall have a minimum of ten (10) years verifiable experience providing similar services to clients with comparable requirements to those of this RFP.



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- The Proposer must demonstrate experience with at least five (5) similar contracts within the last ten (10) consecutive calendar years.
- The Proposer must be currently incorporated in the State of Georgia or provide verifiable proof they are authorized to provide the required services pursuant to all applicable laws and the rules and regulations set forth by the Georgia Secretary of State. Please provide your written proof as an attachment to your proposal response.
- The Proposer must hold a current business license from the location of its home office/headquarters to perform the services required by this solicitation (RFP). Proposer must provide written proof or a certificate/license with the proposal response.
- The Proposer shall have a verifiable “drug free workplace” program pursuant to all State of Georgia requirements. A “Georgia State Board of Workers’ Compensation’s Certificate” is preferred. GBA will also accept published employee manuals.
- The Proposer will designate a central point of contact (project manager) for all aspects of this RFP.
  - The Proposer must submit the resume’ for the project manager.
  - Resume must reflect years of experience in the industry and the employer(s).
  - Resume must show percent of time project manager is expected to spend on the project.
  - Resume must show percent of time project manager has available to spend on the project.
  - On the provided form a list of at least five (5) verifiable references must be provided for the project manager.
- Proposer must be financially viable. Company must show its current and projected financial status and capability to provide the work as needed.

## 2.2 Business Requirements

- Proposer shall submit a rate sheet for all principals providing design services.
- Proposer will submit preliminary justifiable estimate for cost of construction.
- The Proposer will designate a dedicated Project Principal (Executive) with at least ten (10) years of experience for all aspects of this RFP. Please provide the Project Executive’s resume and pertinent credentials in the Resume section.

## 2.3 Staffing Plan

- Organizational Chart: Provide organizational chart showing name, title, and duties for each position assigned to this work.

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- Resumes: Provide resumes for the individuals shown in the organizational chart. Resumes shall reflect pertinent education, duties, assignments, licensing, etc.
- Plan: Provide percent of assigned duties for each of the project principals.

**2.4 Corporate Status**

Provide documentation of corporate status and proper licensing.

**2.5 Firm Background**

Describe the firm's background, relevant experience and qualifications; include dates and contact information for each contractual engagement.

**2.6 Company References**

Provide ten (10) company references pursuant to applicable form attached hereto.

**2.7 Financials**

Provide required Financial Information as prescribed herein.

**2.8 Business Litigation**

Disclose any Business Litigation in the form provided herein.

- Has the firm been involved in any litigation in the past five (5) years?
- Describe your experience with litigation with Owners and any other similar contract litigation.
- Proposer shall disclose if they have ever been removed from a contract or failed to complete a contract as awarded for a legal or other reason.

**2.9 Lost Accounts**

Provide a list of lost accounts in the form provided and as prescribed in Section 2.0.

**2.10 Stability/Suitability**

- Include documentation of the viability of the firm such as the firm's years of successful operation, stability of management structure and Ownership
- Prove your suitability for the work

**2.11 Project Management**

- Provide verifiable references attesting to the performance of the Project Manager on the attached form (Exhibit 9).
- Provide resume for Project Manager.
- Provide Staff certification and licensing proof of all assigned personnel.

**2.12 Quality Control Program (Point Value 10)**

- Provide your program to ensure that your services will meet or exceed the requirement of this contract.
- Quality Control Program Sample - provide your plan program.



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**2.13 Drug Free Workplace**

Provide proof that the Proposer has implemented and is administering a compliant drug free workplace program.

**2.14 Fees**

Provide estimated fees needed to complete the work. If provided as a percent of the cost of the project please estimate the cost of the project.

**2.15 Required Attachments/Forms**

Complete and return all required forms designated as exhibits, attachments and attached hereto or otherwise referenced. Return documents with your proposal in the manner prescribed. Failure to do so may result in your response being deemed unresponsive or the lowering of your proposal score.

## **3.0 PROPOSAL**

### **Submission Requirements**

- Cover Letter - The proposal must contain a signed cover proposal letter on company letterhead identifying the company, its principals, home office physical address/phone and e-mails of the project lead.
- Mandatory Requirements – As described herein
- Technical Proposal detailing Proposer's approach to performing the services requested.
- Project Estimate
- Sealed "Financial Proposal"

**3.1 Cover Letter (2 Pages Max)**

Identify current conditions, principals and other pertinent information about the company and its project principals.

**3.2 Mandatory Requirements (5 Pages Max)**

Proposer shall provide answers and necessary documentation for all aspects of the "Mandatory Requirements" as set forth in Section 2.0 above.

**3.3 Technical Proposal Summary (15 Pages Max)**

In the Technical Proposal the Proposer must demonstrate their ability to satisfy all technical requirements as set forth specifically in Section 4.0 below. Proposer shall detail their plan to perform the required services. The Technical Proposal must be labeled with the corresponding titles. Failure to properly format may result in rejection of your proposal as non-responsive, lowering of your evaluation score, and may result in the disqualification of your submittal.

GBA reserves the right to reject any or all responses, waive technicalities and informalities in order to protect its best interest. GBA plans to award to one proposer or in the manner it deems to be in its best interest. GBA may require interviews, clarifications, presentations or other methods of discerning the most qualified respondent before award and beginning negotiations.

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**3.4 Company Background and Experience (10 Pages Max)**

Describe the company (Proposer) background, relevant experience and qualifications, including, but not limited to the following:

- (A) A description of the firm's background and relevant experience supporting qualification requirements; include dates and contact information for each contractual engagement.
- (B) Documentation of corporate status and proper licensing including:
  - Disclosing its principal owners and their respective corporate locations.
  - Provide proof of their authorization to do business in Georgia prior to engagement.
  - Providing verifiable proof of their incorporation.
- (C) Provide required financial Information that would allow GBA to determine the financial stability of the firm. A current audited financial statement from an independent auditor is acceptable. Also acceptable are the following:
  - If a public company, the Proposer will provide their most recent audited financial report.
  - If a private company, the Proposer will provide a copy of their most recent internal financial statements, and a letter from their financial institution, on the financial institution's letterhead, stating the Proposer's financial stability,
  - All must provide a Dun & Bradstreet reports indicating current Net Worth, D&B rating, and working capital position.
- (D) Disclose any involvement by the organization or any officer or principal in any material business litigation within the last five (5) years. The disclosure will include an explanation, as well as the status and/or disposition of the litigation.
- (E) Disclose if the firm ever been removed from a contract or failed to complete a contract as assigned for legal reasons during the past five (5) years.
- (F) Provide a current Certificate of Insurance confirming that the GBA can be made an "additional insured" party and which provides for coverage as statutorily required and includes professional liability insurance.

**3.5 Project Delivery Plan (10 Pages Max)**

The Proposer must provide a Project Delivery Plan which at a minimum addresses:

- Manner in which design will be managed to meet GBA's requirements.
- Manner in which Proposer will manage construction
- Manner in which it will deliver product
- Estimated schedule of events showing critical path and project milestones
- Facility Maintenance Plan: Describe your plan to optimize maintenance of the resulting facilities.

**3.6 Innovations and Project Cost Saving Factors (5 Pages Max)**

- Proposers are asked to provide current warehouse innovation and cost saving measures narrative.
- Proposers are asked to be creative in their approach to the available space with heavy consideration to budget adherence.

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**3.7 Proposal Packaging**

(A) Proposers must submit two individually wrapped proposals designated as follows:

- Technical Proposal
- Financial Proposal

(B) Proposers shall submit one (1) hard copy original of each of the required proposals clearly marked as such. Proposers will also submit one complete CD Rom or flash thumb drive whose contents shall fully and clearly reflect the two proposals.

(C) The hard copy originals shall be the legally binding document.

(D) The primary package holding the proposals shall be fully sealed and plainly marked on the exterior with the following information:

***Name of Company***  
***Primary Contact for Company***  
***Phone Number and E Mail of Primary Contact***  
***RE: RFP No. /TITLE***

Submit your proposal package to:

**Georgia Building Authority - Procurement Services**  
**One Martin Luther King Jr. Drive - Atlanta, Georgia 30334**  
**Attention: Rey A. Palma, Procurement Services Director**

- **GBA will not accept Facsimile or e-mailed responses.**

**3.8 Proposal Period Validity**

All proposals submitted in response to this solicitation shall remain valid for a period of sixty (60) consecutive calendar days after the solicitation closing date. GBA reserves the right to request reasonable extension of all Proposals received.

**3.9 Evaluation Process**

<b><i>Evaluator's Scoring Guideline</i></b>			
<b><i>"Exceptional"</i></b>	<b><i>"Good"</i></b>	<b><i>"Poor"</i></b>	<b><i>"Unacceptable"</i></b>
<b>100% of Assigned Points</b>	<b>75% of Assigned Points</b>	<b>50% of Assigned Points</b>	<b>0% of Assigned Points</b>
<i>Full response that meets all objectives and parameters set forth in the RFP document.</i>	<i>A reasonable response, which achieves most objectives and parameters as, set forth in the RFP document.</i>	<i>A partial response, which meets some of the objectives and parameters as, set forth in the RFP document.</i>	<i>A response, which does not meet or address any objective or parameter as set forth in the RFP document.</i>
<b>No comment necessary</b>	<b>No comment necessary</b>	<b>No comment necessary</b>	<b><u>Comment Required</u></b>

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The evaluation of offers received on time will be conducted by the GBA Selection Committee who will consider the following in the phases shown:

- **Administrative Review** - The proposals will be reviewed for the following administrative requirements:
  - Separately packaged and sealed Technical and Financial Proposals.
  - All required documents, exhibits, forms, etc. have been submitted.
  - The Technical Submission will not include any information from the Financial Proposal.
  - All documents requiring a signature and/or notarization have been properly executed and included.
- **Mandatory Requirements Review** - Proposals, which pass the administrative review, will then be reviewed by the Technical Evaluation Team to ensure that all technical requirements identified are addressed satisfactorily.
- **Technical Proposal Review** - Proposals, which pass the Mandatory Requirements Review, will be reviewed by the Technical Evaluation Team for quality and completeness. Technical proposals will be evaluated and scored in categories and may receive a maximum of 600 points.

The following are the maximum possible points of each category:

TECHNICAL PROPOSAL SCORING		
Category	Maximum Pages Per Section	Maximum Points
Proposer Qualification Requirements	Included	0
Business Requirements	Included	0
Cover Letter	1	0
Staffing Plan (Resumes and Forms NOT Counted)	4	50
Mandatory Requirements	15	100
Technical Proposal Summary	25	300
Company Background and Experience	15	75
Project Delivery	10	50
Innovations and Project Cost Saving Factors)	5	20
Proposal Packaging/Compliance with Instructions	0	5
Total Pages Allowed		75
Total Available Points/Technical		600

The highest achievable technical score is six hundred (600) points. Technical proposals with 450 or more points (i.e., 75% of maximum points available) will receive a prorated technical score calculated using the following formula:

$$P/H \times 600 = V$$

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Where:        P = Technical score of the proposal being adjusted  
                  H = Original technical score of the highest ranking proposal  
                  V = Assigned points for proposal being adjusted

Proposals receiving less than 450 points are non –responsive and will not be considered.

- **Financial Proposal Review** - Proposers shall provide financial response addressing the following two elements:
  - Proposed fee to perform a full design-build.
  - Estimated cost of construction.

Your response will be **non-binding**. The response is strictly for planning purposes. Proposers however are asked to produce realistic estimates for a warehouse with the following basic parameters:

- 20,000 square feet
- Fitting the site plan provided in attached exhibit allowing for truck deliveries
- Allowing for vehicular traffic
- Limited shipping and receiving docks
- Industrial exterior
- Industrial interior
- Code compliance
- Basic employee appurtenances
- Few offices
- Meeting rooms

Proposers are advised that all fees and project costs shall be negotiated within the budgetary parameters available to the GBA. Attention to cost and fiscal economies will be highly valued.

- **Identification of Apparent Successful Proposer** - The Proposer with the highest technical score having addressed all elements of this RFP will be designated as the apparent successful proposer/primary negotiating firm. Failure to successfully negotiate a contract with the primary negotiating firm shall result in GBA (in its sole discretion) choosing the next ranked proposer to restart negotiations. Failure due to cause will result in the proposer forfeiting their proposal bond.

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## **4.0 MINIMUM DESIGN-BUILD STANDARD SPECIFICATIONS & EXPECTATIONS**

### **4.1 General Requirements**

**Design-Build Contractor General Responsibilities** - The Design-Build Contractor (DBC), which includes the Design-Build Team (DBT) members, shall design, obtain approval of, provide, construct, test, and provide to the GBA a complete turnkey, state of the art multipurpose warehouse pursuant to all approved designs, plans, goals and objectives agreed to by the design build team. GBA expects that the DBC will full address all functionality of the building including but not limited to all systems and products as agreed to and specified for design, bid and construction specific to project scope requirements. The DBC shall establish a Design-Build Team. It is expected but not directed that the team will consist of the Design Professional (Architect and Engineers), Construction Contractor, and Owner Representative(s) (GBA designated staff).

Design and construction shall comply with all current applicable federal, state and local codes including, but not limited to, ADA, NFPA, and County Building and Fire Protection Codes. Design shall also comply with the State Property Officer Standards Manual as applicable. If there are conflicts between the applicable, laws, codes, standards, regulations, specifications, etc. the most stringent requirement shall apply.

**The following are general parameters subject to negotiations, updates, GBA additional changes, and applicable cost savings, value engineering or innovations.**

#### **4.1.1 Design Requirements**

- The DBC shall provide as-built drawings in an AUTOCAD format.
- The design and all design documents shall become the property of GBA.
- The DBC shall provide a minimum of three design submittals, schematic design (30%), design development (60%), and construction documents (90%), for review by the GBA.

#### **4.1.2 Design Phases Required**

- Concept Plan. Concept Plan shall indicate program and scope concepts only and shall not act as a schematic design document.
- Schematic Design: Schematic Design (30%) plans will incorporate program and code requirements. Schematic designs will precede Design Development drawings.
- Design Development: After County approval of the Schematic Design, the DBT shall prepare Design Development (60%) documents showing revisions, incorporating, basic structural, mechanical, electrical, and HVAC systems, and showing other design, code, or construction requirements. Provide building section(s) and show relationship to finish grade on elevations. Provide calculations for electrical and HVAC loads, and occupancy and egress requirements.
- Construction Documents: After approval of the Design Development documents, the DBT shall prepare the Construction Documents (90%), showing all required details for construction and specifications for purchased materials. These drawings shall be provided for approval before proceeding with construction. Construction drawings shall include discipline appropriate



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schedules with equipment performance characteristics, plumbing riser diagrams, and final calculations.

**4.2 Shop Submittals:**

- The DBC shall provide shop submittals of all project products, materials, and systems, unless noted otherwise. The DBC and DBT design professional must review, stamp and sign each submittal indicating DBT approval and certification of compliance with the specifications, construction drawings and project requirements.
- Unless otherwise noted, this specification allows for approved equals. Approved equals must meet or exceed the same physical/chemical properties and performance of the named material.
- The DBC shall have not more than 30 consecutive calendar days from Notice-To-Proceed to submit requests for substitutions. Requesting substitution does not guarantee acceptance.

**4.3 Construction Administration**

- The DBC shall submit a bar chart design and construction schedule showing planned and actual start and finish dates for each design and construction phase, sequencing, submission dates for required deliverables, and major milestones. The schedule shall begin with Notice-To-Proceed through Substantial Completion, ending with estimated Final Completion. Schedules shall be provided prior to the Notice-To-Proceed.
- Mechanical, electrical, plumbing, and utility Contractors used for construction shall be licensed as an appropriate Contractor for the work described and in good standing with the respective regulatory body.
- During construction, the DBC shall hold weekly progress meetings at the site, including the Owner, DB Team members, and representatives of interested subcontractors. The DBC shall record meeting minutes and distribute them to attendees prior to the next progress meeting.
- DBT members shall make periodic visits to the construction site as required and shall be available to respond to questions.
- The DBC or assigned representative shall be on the site at all times of work to provide construction supervision, including when sub-contractors are performing work.
- The DBT shall maintain a set of approved construction documents, with all approved revisions, at the site as a record mark-up of as-built conditions. These redlined plans shall be made available throughout the contract.
- The work site shall be maintained in a neat, orderly, and safe condition at all times. Store and dispose of waste in accordance with applicable codes and regulations. Do not burn waste materials. Do not burn any debris or excess materials property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. All extra materials shall be disposed of as directed by GBA.
- Prior to final completion, the project shall receive a final cleaning of the entire building(s) and site and made ready for occupancy, including: touch-up, repair, and restoration or replacement of exposed finishes and surfaces; removal of spills and stains; removal of construction

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equipment, tools and materials; and cleaning of all exposed exterior and interior finishes with appropriate cleaning materials and agents. Clean mechanical and electrical equipment to operate at full efficiency, including replacement of disposable air filters and cleaning of permanent air filters. The DBC shall hire an exterminator to make a final inspection and rid the project of all pests in compliance with local regulations.

- The work shall be Substantially Complete once a requested inspection is passed. The DB Team shall prepare the Punch List of items to be completed or corrected and submit to the Owner for approval. Deficient construction shall be remedied immediately.
- The DBC shall provide operational and maintenance training of mechanical and electrical systems to designated GBA personnel.
- Prior to Final Completion, the DBC shall submit close-out documents including, but not limited to, release-of-liens, warranties, three sets of operation and maintenance manuals which include testing reports, as-built plans including AUTOCAD electronic drawing files and documents.
- Warranties shall be one year or Manufacturer's standard, whichever is greater.

#### 4.4 General Responsibilities

- GBA shall provide these specifications, project-specific information and standard general conditions for contractual performance and requirements.
- Any GBA drawings will consist of conceptual plans. Site information may or may not locate the proposed new work. DBC shall not expect that the conceptual plans and these specifications provide a fully developed and detailed description of all elements to fulfill the delivery of the work.

#### 4.5 HVAC

- All mechanical work shall be done in accordance with current industry standards and local codes.
- Mechanical Rooms: All facilities shall have mechanical rooms in which to place equipment. Equipment in this room shall be installed on four inch (4") nominal, housekeeping pads with chamfered edges.
- Access: Provide sufficient clearance around all equipment to allow for repairs and maintenance. Clearances shall be not less than those prescribed by NEC, Plumbing and Mechanical Codes and by equipment manufacturer. Provide a minimum two (2) foot by (two) 2 foot access panel in drywall ceilings in locations that are convenient to components that require access.
- Air-Conditioning: Air-Conditioning equipment shall be consistent with the type and quality used in all GBA buildings. .
- Rooftop Units and Penetrations: Rooftop units shall have manual outdoor dampers set to minimum outdoor air requirements. Rooftop mechanical curb heights must conform to roof warranty requirements. Do not place mechanical equipment, including exhaust fans, on metal

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or shingled roof systems. Exhaust fans shall be located inside the building and be ducted through the roof to a roof cap.

- Air-Cooled Chillers: All air-cooled chillers shall have two independent refrigerant circuits. Chillers of 60 tons and above shall have reciprocating semi-hermetic compressors.
- Testing, Adjusting, and Balancing: After the equipment and systems are installed and operational, the ductwork and hydronic piping systems shall be tested and balanced in accordance with appropriate industry standards, by an independent specialist. The Owner shall be notified when the testing, adjusting, and balancing is scheduled to begin. All measurements of temperature, pressure, flow, current, rpm's, and other data shall be recorded, tabulated, and a report shall be submitted to GBA for approval. All air systems are to be balanced to obtain design air quantities. The tolerances for air-handling equipment, including all fans, shall be +/- 10% of total design airflow at rated speeds. The tolerance for individual air devices shall be +/- 5% of design airflow. Should any corrective measures to equipment and/or any portion of the air distribution system be needed to obtain these design air quantities, such measures shall be completed and a rebalancing and revised report of the system shall be accomplished. The approved report shall include a copy of the applicable contract drawing sheets marked-up with the data points indicated in accordance with the balance report.

#### 4.6 Power and Controls

- As a general requirement, all motors larger than ½ horsepower shall be three-phase unless the equipment is manufactured with a single-phase motor.
- Unless noted or required otherwise, provide single-phase motors to operate at 120 volts and three-phase motors to operate at 208 or 480 volts.
- If fans and pumps have single-phase 208/230/240 volt motors, these motors must be rated for DUAL voltages (208/240 volt) and shall have nameplates so marked. These motors must be suitable for operation on a 120/208 volt system without requiring additional transformers.
- For all grinder pumps, provide single-phase 240 volt motors only, unless otherwise advised by the County. Provide appropriate voltage booster transformer.
- All control systems shall be by Siemens.

#### 4.7 Electrical

- General: All electrical work shall be done in accordance with IBC, NFPA, and NEC.
- Controls: Industrial controls shall be by GBA approved provider.
- Power: Emergency Generators: Shall be diesel powered unless otherwise specified. Outdoor units shall have sound attenuated weatherproof enclosure, full instrumentation, and skid mounted fuel tank with capacity to operate the generator for a minimum of 24 hours at full load. The generator shall be sized to match the main breaker rating of the emergency panel.
- Panel Boards: Copper bus bars only, by Square D, type NQOD, NF, or 1-Line (as required), or approved equal.

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- Circuits and Grounding: Branch circuits shall have separate grounded conductors. Split circuits not permitted. Each raceway shall have a grounding conductor. Provide copper conductors only.
- Conduits and raceways: PVC conduits shall be used for direct burial or concrete encased duct banks only. Homeruns shall be Metallic Tubing or Rigid Metal Conduit as permitted by NEC. Neither MC nor AC cables shall be used as homeruns to the panel boards. MC or AC cables shall be used for lighting and receptacle circuits in walls and above ceilings. The minimum size for conduits shall be ¾" diameter.

4.8 High Speed Doors

Proposer shall define expertise and experience.

4.9 Furnishings

Proposer shall define expertise and experience.

4.10 Security

Proposer shall define expertise and experience.

4.11 Communications

Proposer shall define expertise and experience.

## 5.0 TERMS AND CONDITIONS

5.1 Supplier Registration System (Team Georgia Marketplace)

GBA uses the State of Georgia's Department of Administrative Services (DOAS) supplier registration system to develop Proposer's list and distribute bid notices. Parties interested in becoming a supplier for the GBA should visit the "Getting Started" webpage located at <http://doas.georgia.gov/Suppliers/Pages/SupplierStart.aspx> and follow the instructions shown to register and receive the notification services prescribed. The first step in becoming a successful supplier with the State of Georgia and GBA is properly registering your company in the Team Georgia Marketplace registration system located at <https://saofn.state.ga.us/psp/sao/SUPPLIER/ERP/h/?tab=DEFAULT>).

5.2 Addenda

The GBA reserves the right to modify, alter or otherwise withdraw this RFP prior to the bid due date. All addenda identifying and material change to the RFP shall be posted to the Georgia Procurement Registry (<http://ssl.doas.state.ga.us/PRSapp/>) Proposers are encouraged to check this website frequently and are solely responsible for incorporation of all addenda.

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**5.3 Proposal Withdrawal**

Prior to the Proposal due date, a submitted Proposal may be withdrawn by the Proposer without penalty by submitting a written request to the Issuing Officer. All such requests must be signed by a person authorized to sign for the Proposer.

**5.4 Proprietary Information**

All Proposals upon receipt become the property of the GBA. Notwithstanding current laws, to the contrary, labeling information provided in Proposals as “proprietary” or “confidential”, or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the Proposal documents will remain confidential until final award.

**5.5 Right to Reject**

The GBA reserves the right to reject all Proposals, to waive any irregularity or informality in a Proposal, and to accept or reject any item or combination of items, when to do so would be to the advantage of GBA. It is also within the right of the GBA to reject Proposals that do not contain all elements and information requested in this document.

**5.6 Sample Contract**

The Sample Contract, which the GBA intends to use with the successful Proposer, is attached to this RFP and identified as Exhibit 1. Exceptions to the Contract must be submitted with the Proposer's proposal on Company letterhead and signed by a principal of the company.

**5.7 Small and Minority Business Policy**

It is the policy of the State of Georgia that small businesses and minority businesses have a fair and equal opportunity to participate in the State purchasing process. Business entities may register their status by visiting and following the instructions at the DOAS website located at <http://doas.georgia.gov/suppliers/pages/supplermbe.aspx>. GBA encourages all small and minority-owned businesses to compete for contracts to provide goods, services, and construction, and encourages contractors to solicit small and minority-owned businesses in procuring subcontractors and suppliers. Contractors and subcontractors who utilize qualified minority subcontractors may qualify for Georgia state income tax credits for qualified payments made to minority subcontractors. See Official Code of Georgia Annotated (O.C.G.A.) §48-7-38.

The desire on the part of the GBA to encourage use of small and minority-owned businesses is not intended to restrict or limit competitive bidding or to increase the cost of the work. GBA supports a healthy free market system that seeks to include responsible businesses and provides ample opportunity for business growth and development.

Please reference the following O.C.G.A sections for further information regarding Small and Minority Business Enterprises:

- *Small Business Assistance*

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*Sections 50-5-120 to 124*

- *Minority Business Enterprise Development*  
*Sections 50-5-130 to 133*

**5.8 Georgia Income Tax Incentive**

Proposers interested in taking advantage of the Georgia income tax incentives provided for by the Official Code of Georgia Annotated §48-7-38, relative to the use of minority subcontractors in the performance of contracts awarded by the State of Georgia, should contact the Vendor Relations Coordinator referenced in section 5.9.

**5.9 Supplier Assistance**

- GBA manages all its procurements through its own Procurement Services office. You may reach GBA Procurement services by e-mailing them at [gbapurchasing@gba.ga.gov](mailto:gbapurchasing@gba.ga.gov) . Alternatively, you may call the Procurement Services Office at 404 651 6530.
- Matters regarding the minority business certifications are managed by the DOAS Purchasing Division, Supplier Outreach and Communications office. Please access the State Purchasing Division website at <http://doas.ga.gov/STATELOCAL/SPD/Pages/Home.aspx> and search for said office.

**5.10 Reciprocal Preference Law [OCGA. 50-5-60(b)]**

For the purposes of evaluation only, a Proposer that resides in the State of Georgia will be granted the same preference over Proposers that reside in another State in the same manner, on the same basis, and to the same extent that preference is granted in awarding Proposals for the same goods or services by such other State to Proposers that reside therein. For the purposes of this law, the definition of a resident Proposer is one who maintains a place of business with at least one employee inside the State of Georgia. A P.O. Box address will not satisfy this requirement.

**5.11 ADA Guidelines**

The State of Georgia adheres to the guidelines set forth in the Americans with Disabilities Act. Proposers should contact the Issuing Officer at least one day in advance if they require special arrangements when attending the Proposer's Conference. The Georgia Relay Center at 1-800-255-0056 (TDD Only) or 1-800-255-0135 (Voice) will relay messages for the speech and hearing impaired in strict confidence.

**5.12 Sales and Use Tax Registration**

In Compliance with §48-8-59 of the O.C.G.A. every company or individual doing business within the State of Georgia is required to file an application for a certificate of registration with the State Revenue Commissioner. Prior to award of this Contract, the successful Proposer will be required to complete and submit to GBA the Sales and Use Tax Registration form (see Exhibit 4).

**5.13 Compliance with Laws**

The Contractor will comply with all State and Federal laws, rules, and regulations.



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**5.14 Protests**

Parties with proper standing may protest actions of GBA Procurement by filing a letter of protest pursuant to the protest policy found at the following website address: <http://gba.georgia.gov/documents/bid-protest-policy>.

**5.15 Conflict of Interest**

Proposers are advised that the GBA is a public agency and the solicitation for which you are submitting a Proposal involves public projects. As such and pursuant to the laws, rules and Executive Orders of the State of Georgia, the GBA shall make every effort to avoid even the appearance of a conflict of interest or any impropriety in the solicitation process, negotiations and performance of any resulting contract. Please complete attached in compliance with this requirement.

**5.16 Submittal Costs**

All expenses for preparing and submitting responses to this solicitation shall be solely borne by the party submitting the response. The GBA is not obligated to any party to reimburse such expenses.

**5.17 Award Conditions**

This RFP does not guarantee that a contract will be issued by the GBA. Regardless of whether the bid is determined to be low, responsive and responsible it shall not be binding upon the GBA and does not obligate the GBA to procure or contract for any services. Neither the GBA nor any party submitting a Proposal response will be bound unless and until a written contract mutually accepted by both parties is negotiated as to its terms and conditions and is signed by both parties. The GBA reserves the right to waive non-compliance with any requirements of this RFP and to reject any or all bids submitted.

**5.18 Order of Precedence**

All attachments, exhibits, plans, specifications, addenda and the like are hereby incorporated into this Proposal document by this reference. Proposers will be held responsible for all such documents and failure to properly execute, include, address or otherwise acknowledge same may result in the disqualification of your Proposal response. This Proposal Document is to be considered in a comprehensive manner whereby no section, subsection, attachment, exhibit, plans or specification outweighs or is more or less important than another.

**5.19 Proposal Bond**

A Proposal bond in the amount of five thousand US dollars (\$5,000.00) shall be provided by each Proposer in form similar to Exhibit 6 hereto. Failure to submit a Proposal bond will render your submittal as non-responsive. The GBA will not accept cashier's checks, letters of credit, bank statements, or other forms of security or cash in compliance with this requirement.

**5.20 Insurance**

The minimum insurance required for the services to be provided shall be as follows:

*Workers Compensation (WC)*

*Statutory Limits – No Exemptions*

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<i>Commercial General Liability (CGL)</i>	
<i>Each Occurrence Limit</i>	<i>\$1 Million</i>
<i>Personal &amp; Advertising Injury Limit</i>	<i>\$1 Million</i>
<i>General Aggregate Limit</i>	<i>\$2 Million</i>
<i>Products/Completed Ops. Aggregate Limit</i>	<i>\$2 Million</i>
 <i>Automobile Liability</i>	
<i>Combined Single Limit</i>	<i>\$1 Million</i>
 <i>Environmental Impairment Liability</i> <i>(With 1 year extended reporting period)</i>	
<i>Each Occurrence</i>	<i>\$1 Million</i>
<i>Aggregate</i>	<i>\$2 Million</i>
 <i>Excess Umbrella Liability</i>	 <i>\$3 Million</i>
 <i>Professional Liability</i>	 <i>\$3 Million</i>

*Additional Insured: The contractor shall add the "State of Georgia, Georgia Building Authority, their officers, employees and agents" as an additional insured under the commercial general, automobile, and professional environmental impairment liability policies. Please provide a Certificate of Insurance (COI) in with the foregoing information addressed.*

- 5.21 Access Cards and Building Access by Contractor  
 If necessary, the successful Proposer agrees to secure through GBA Access Management for itself and on behalf of employees, subcontractors or others performing work under the resulting contract officially sanctioned access cards subject to comprehensive criminal background checks.

## 6.0 EXHIBITS SECTION

<a href="#">EXHIBIT 1: GBA SAMPLE STANDARD CONTRACT</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 2: PROPOSAL CERTIFICATION</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 3: SALES AND USE TAX REGISTRATION</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 4: ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT OF 2011 AFFIDAVIT</a>	Error! Bookmark not defined.
<a href="#">EXHIBIT 5: CONFLICT OF INTEREST STATEMENT</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 6: PROPOSAL BOND</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 7: GBA BID ROOM (426 A)</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 8: MASTER PLAN EXCERPT</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 9: WAREHOUSE FOOTPRINT/SKETCH</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 10: LAST TEN PROJECTS COMPLETED</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 11: PROJECT MANAGER REFERENCES</a> .....	Error! Bookmark not defined.
<a href="#">EXHIBIT 12: LAST 10 SIMILAR PROJECTS FOR COMPANY (REFERENCES FOR PROPOSER)</a>	Error! Bookmark not defined.
<a href="#">EXHIBIT 13: BUSINESS LITIGATION FORM</a> .....	Error! Bookmark not defined.

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[EXHIBIT 14: LOST ACCOUNTS FORM](#) ..... Error! Bookmark not defined.

**EXHIBIT 1: GBA SAMPLE STANDARD CONTRACT**

Please review sample contracts at the following location:

<https://gba.georgia.gov/procurement>

Contracts are subject to negotiations and final approval of GBA in its sole discretion.

**EXHIBIT 2: PROPOSAL CERTIFICATION**

***[Proposer to sign below and return with Proposal response]***

We propose to furnish and deliver any and all of the deliverables and services named in this Request for Qualified Contractors (RFP) for which prices have been set. The price or prices offered herein shall apply for the period of time stated in the RFP. We propose to provide all services pursuant to the Georgia Building Authority Procurement Policy and Procedures located at:

<http://gba.georgia.gov/>

(or) as modified by special terms and conditions, all of which are made a part hereof. Any exceptions to the bid are noted in writing and included with the Proposal response. It is understood and agreed that the Proposal is an offer to perform, which when accepted in writing by the Georgia Building Authority and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and GBA.

It is understood and agreed that the Proposer has read the specifications shown or referenced in the RFP and that this Proposal is made in accordance with the provisions of such specifications. By written signature on this sheet, Proposer guarantees and certifies that all items included in the Proposal meet or exceed all specifications.

*I certify that this Proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of the proposal and certify that I am authorized to sign this proposal for the Proposer. I further certify that the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et. seq. have not been violated and will not be violated in any respect. The Vendor further certifies that the Vendor and its Lobbyists have complied with the Lobbyist Registration Requirements in accordance with Georgia State Law.*

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Print/Type Name \_\_\_\_\_

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

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

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**EXHIBIT 3: SALES AND USE TAX REGISTRATION**

Section 50-5-82, of the Official Code Georgia Annotated (OCGA) prohibits the Georgia Building Authority from awarding a contract to a Proposer in violation of Section 48-8-59 of the OCGA. The following information is required prior to award:

<b>OFFICIAL REGISTERED COMPANY NAME</b>	
<b>Corporate Principal Name &amp; Title (Parent Company)</b>	
<b>Corporate FEIN/TIN</b>	
<b>Affiliate Name (Distributor):</b>	
<b>Affiliate FEIN/TIN:</b>	
<b>Vendor Sales Tax Number:</b>	
<b>Type of Product or Service:</b>	
<b>Type of service your company will be performing?</b>	
<b>Will your company sell any tangible personal property?</b>	
<b>COMPANY ADDRESS</b>	
<b>BUSINESS ADDRESS IF DIFFERENT FROM COMPANY ADDRESS</b>	

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<b>OFFICIAL REGISTERED COMPANY NAME</b>	
<b>PHONE</b>	
<b>FAX</b>	
<b>E MAIL ADDRESS OF AUTHORIZED REPRESENTATIVE(s)</b>	
<b>COMPANY WEBSITE (URL)</b>	
<b>CONTRACTOR LICENSE (IF APPLICABLE)</b>	
<b>OCCUPATIONAL LICENSE NUMBER</b>	
<b>DUNS NUMBER</b>	
<b>E VERIFY NUMBER – FEDERAL</b>	

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Print/Type Name \_\_\_\_\_

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

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

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**EXHIBIT 4: ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT OF 2011 AFFIDAVIT**

Project/RFQ No. and Name: \_\_\_\_\_  
\_\_\_\_\_

**STATE OF GEORGIA**

**COUNTY OF** \_\_\_\_\_

**AFFIDAVIT**

*By executing this affidavit, the undersigned Contractor verifies:*

- 1) Contractor is in compliance with the Illegal Immigration Reform and Enforcement Act of 2011 and specifically the provisions codified at O.C.G.A. §13-10-91;
- 2) Contractor is engaged in the physical performances of services on behalf of the Georgia Building Authority, and Contractor has registered with, is authorized to use, and uses the federal work authorization program commonly known as "E-Verify", or any subsequent replacement program in accordance with the provisions of O.C.G.A. § 13-10-91;
- 3) Contractor will continue to use the federal work authorization program throughout the contract period;
- 4) Contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the same information required by O.C.G.A. § 13-10-91(b); and
- 5) If Contractor is not registered and participating in the E-Verify Program, or any subsequent replacement program, Contractor affirms that he has no employees, does not intend to hire employees for purposes of satisfying the terms of the contract, and has provided a copy of a state issued driver's license or state issued identification card issued by a state within the United States that verifies lawful immigration status prior to issuing a driver's license or identification card.

Federal Work Authorization/ E-Verify™ Number:

Authorization Date:

\_\_\_\_\_

\_\_\_\_\_

Signature of Authorized Officer or Agent

Date

\_\_\_\_\_

Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_

Driver's License #

(Applicable only if Contractor is not  
Participating in E-Verify pursuant to  
paragraph 5 above)

\_\_\_\_\_

Printed Name of Authorized Officer or Agent

\_\_\_\_\_

Name of Contractor/Contracting Entity

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE...

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

[NOTARY SEAL]

Notary Public

My Commission Expires: \_\_\_\_\_

\*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 (End of Form)



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**EXHIBIT 5: CONFLICT OF INTEREST STATEMENT**

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

Before me, the undersigned authority personally appeared \_\_\_\_\_, who was duly sworn, deposes and states:

- I am the \_\_\_\_\_ [OFFICIAL TITLE] of \_\_\_\_\_ [COMPANY/ENTITY NAME] with a local office in \_\_\_\_\_ [CITY AND STATE] and principal office in \_\_\_\_\_ [CITY AND STATE].
- Said entity is submitting this response to **RFP 900-18-775, D-B of GBA Multipurpose Warehouse**.
- The PROPOSER has made diligent inquiry and provided the information in this statement affidavit based upon his full knowledge.
- The PROPOSER states that only one submittal for this solicitation has been submitted and tendered by the appropriate date and time and that said above stated entity has no financial interest in other entities submitting a proposal for the work contemplated hereby.
- Neither the PROPOSER nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion or collusion activity, or otherwise taken any action which in any way restrict or restraint the competitive nature of this solicitation including but not limited to the prior discussion of terms, conditions, pricing or other offer parameters required by this solicitation.
- Neither the entity nor its affiliates nor anyone associated with the Proposer is presently suspended or otherwise prohibited from participation in this solicitation or any contracting to follow thereafter by any government.
- Neither the entity nor its affiliates nor anyone associated with them have any potential conflict of interest because and due to any other clients, contracts, or property interests in this solicitation or the resulting project.
- It is agreed that this affidavit is an attestation that no any conflict of interest or potential conflict of interest as defined i.e., whereby any action, decision, or recommendation by a person acting in a capacity as a public official, the effect of which is or could be to the private monetary or financial benefit or detriment of the person, the person's relative, or any business with which the person or a relative of the person is associated has been violated.
- I hereby also certify that no member of the entity's ownership or management or staff has a vested interest in any State Agency, Division, Department or Office.
- I certify that no member of the entity's ownership or management is presently applying, actively seeking or has been selected for an elected position within Georgia State Government.
- In the event that a conflict of interest is identified in the provision of services, I, the undersigned will immediately notify the GBA in writing.
- ***If applicable, we have attached on company letterhead the description of any business transactions outside the normal course of business occurring within the prior two years between our firm and GBA.***
- ***If applicable, we have provided on company letterhead the description of any gift, hospitality, or benefit of any sort that our firm has provided to GBA.***
- ***If applicable, we have provided on company letterhead statements declaring any conflict of interest or potential conflict of interest that our firm has with GBA as it relates to this solicitation.***

SIGNATURE OF AUTHORIZED PROPOSER REPRESENTATIVE:

DATE

TITLE OF PROPOSER REPRESENTATIVE

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE...

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

[NOTARY SEAL]

Notary Public

My Commission Expires: \_\_\_\_\_

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**SAMPLE BOND**  
**Subject to GBA Legal**  
**Dept. Approval**

## EXHIBIT 6: PROPOSAL BOND

KNOW ALL MEN BY THESE PRESENTS, that we,

\_\_\_\_\_, hereinafter called the Principal, a

(Check one) ☐ Corporation ☐ Partnership or ☐ Individual duly authorized by law to do business as a

in the State of Georgia, and

a corporation duly authorized and licensed to do business in the State of Georgia as a surety and compliant with all Proposal requirements as set forth in the corresponding Request for Qualified Contractors (RFP), hereinafter called the Surety, are held and firmly bound unto the Georgia Building Authority, hereinafter called the Obligee in the sum of:

Five Thousand US Dollars and no Cents Dollars or \$ 5,000.00

for the payment of which sum well and truly be made, the said Principal and Surety bind ourselves, our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Proposal for the project titled:

NOW, THEREFORE, The conditions of this Bond are such that if the Oblige accepts the Proposal of the Principal within the time specified in the Proposal documents, or within such time period as may be agreed by the Oblige and the Principal, and the Principal either: enters into a Contract with the Oblige in accordance with the terms of said Proposal, and give such bonds as may be specified in the Proposal and contract documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or pays to the Oblige the difference, not to exceed the amount of this Bond, between the amount specified in said Proposal and such larger amount for which the Oblige may in good faith contract with another party to perform the Work addressed by said Proposal, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety waives any notice of an agreement between the Principal and Oblige to extend the time in which the Oblige may accept the Proposal; however, such waiver shall not apply to any extension, which may exceed thirty-five (35) days in the aggregate beyond the time for acceptance of Proposals specified in the Proposal documents.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Principal: \_\_\_\_\_

Witness: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name Above: \_\_\_\_\_

Title: \_\_\_\_\_

Witness: \_\_\_\_\_

Surety

(Seal)

Signature: \_\_\_\_\_

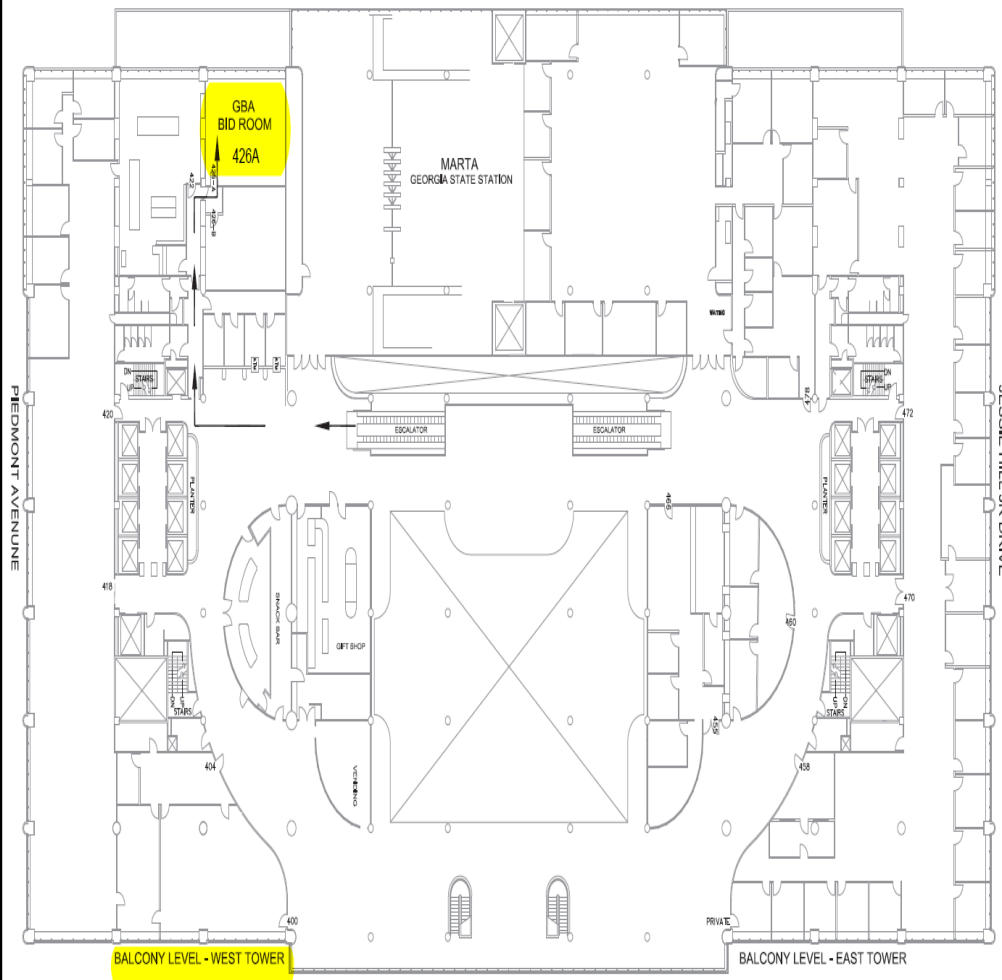
Print Name Above:

**Request for Proposals (RFP) #900-18-775**  
**Design-Build of GBA Multi-Purpose Warehouse**

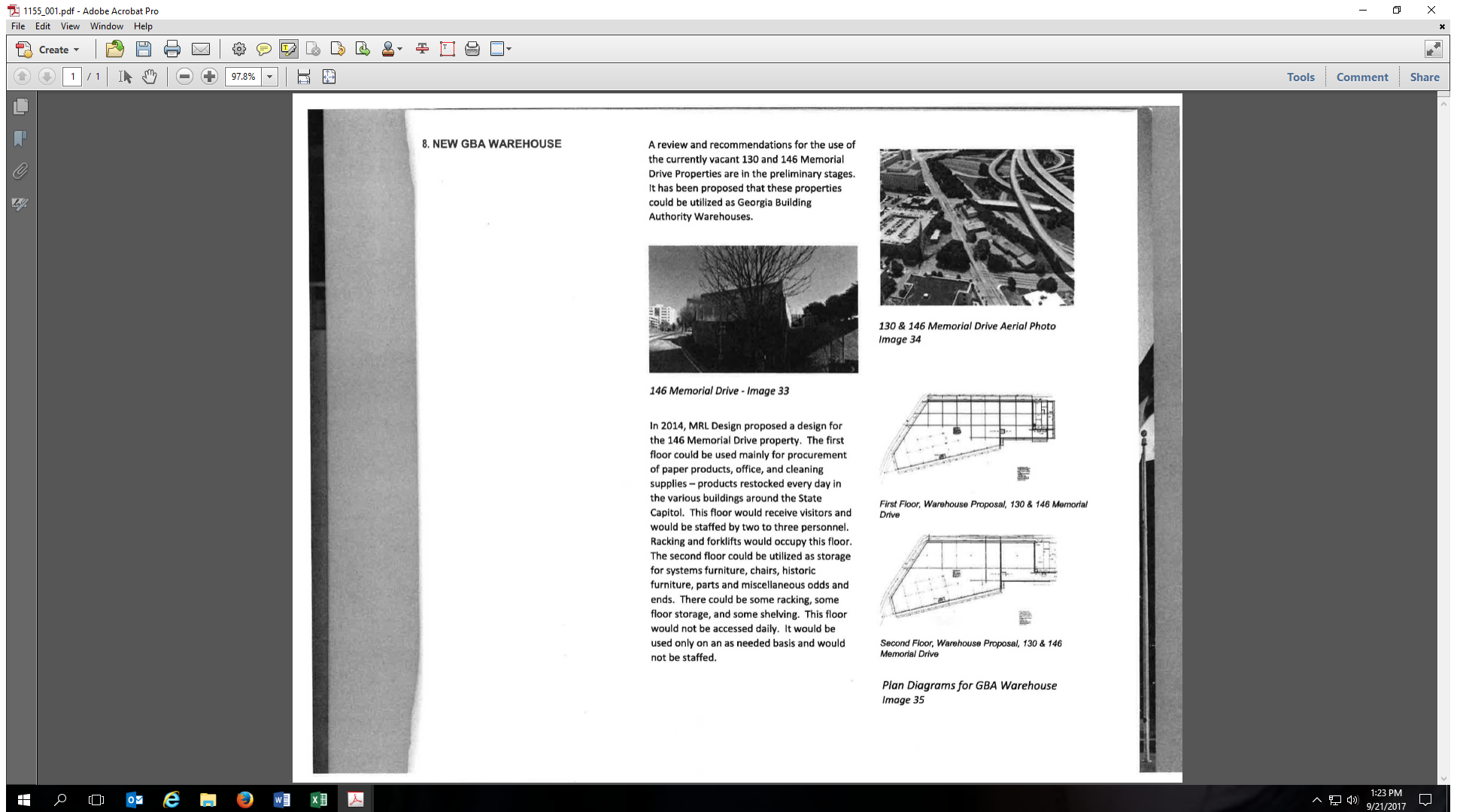
**EXHIBIT 7: GBA BID ROOM (426 A)**

**LOCATION, JAMES H. "SLOPPY" FLOYD BUILDING (WEST TOWER), BALCONY LEVEL**

GBA BID ROOM LOCATION - FLOYD BLDG WEST TOWER

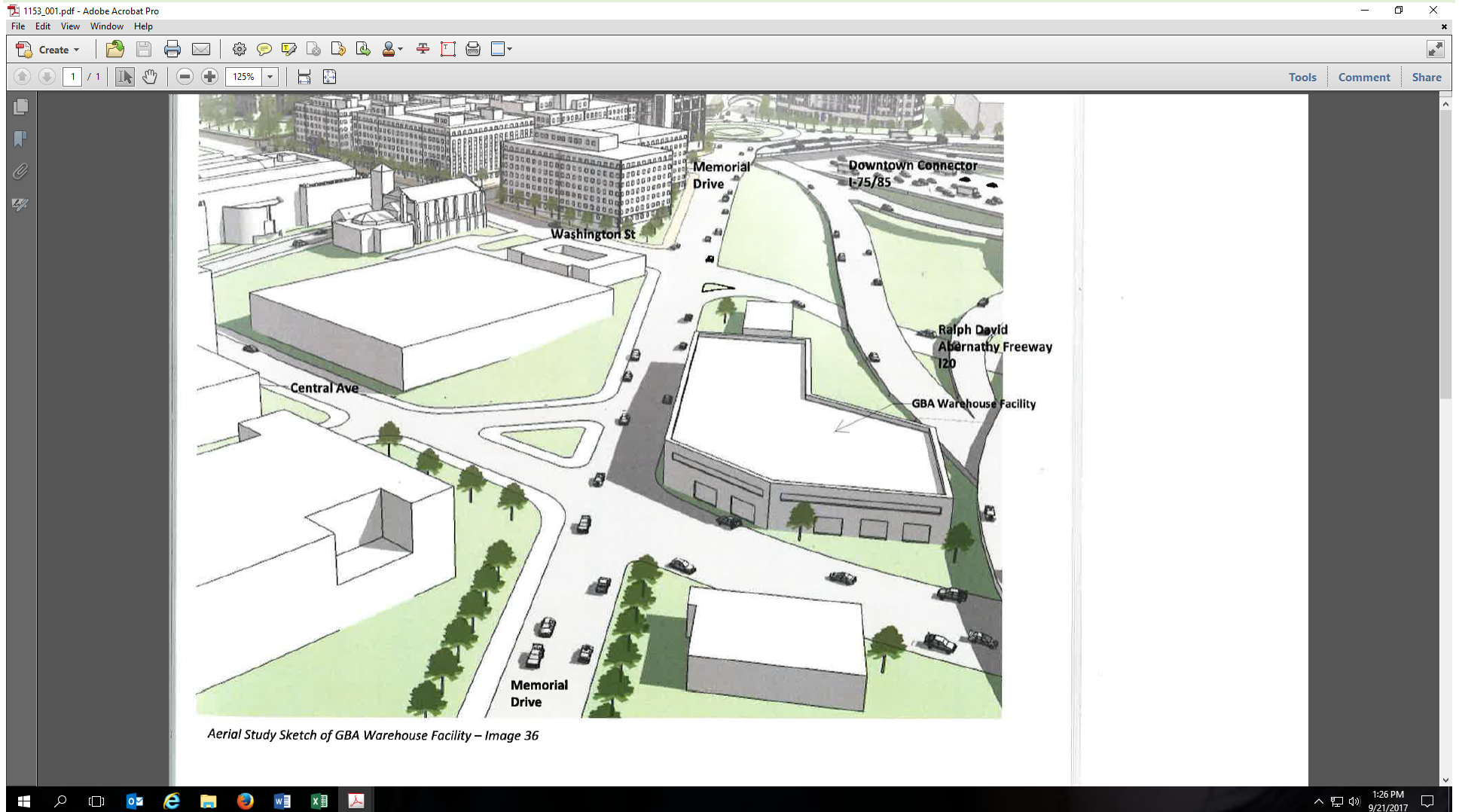


## EXHIBIT 8: MASTER PLAN EXCERPT



**Request for Proposals (RFP) #900-18-775**  
**Design-Build of GBA Multi-Purpose Warehouse**

**EXHIBIT 9: WAREHOUSE SKETCH**



**EXHIBIT 10: LAST TEN PROJECTS COMPLETED**

<b>Client Name &amp; Address</b>	<b>Project Title – Facility Name and Location</b>	<b>Total Cost of Project</b>	<b>Current Status</b>	<b>Client/Owner Representative – Name, E Mail &amp; Phone</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				
<b>5</b>				
<b>6</b>				
<b>7</b>				
<b>8</b>				
<b>9</b>				
<b>10</b>				

<b>Signature of Authorized Representative</b>	<b>Date</b>
<b>Printed Name and Title of Authorized Representative Signing the Form</b>	

**Request for Proposals (RFP) #900-18-775**  
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**EXHIBIT 11: PROJECT MANAGER REFERENCES**

<b>Client Name &amp; Address</b>	<b>Project Title – Facility Name and Location</b>	<b>Total Cost of Project</b>	<b>Current Status</b>	<b>Client/Owner Representative – Name, E Mail &amp; Phone</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				
<b>5</b>				
<b>6</b>				
<b>7</b>				
<b>8</b>				
<b>9</b>				
<b>10</b>				

<b>Signature of Authorized Representative</b>	<b>Date</b>
<b>Printed Name and Title of Authorized Representative Signing the Form</b>	



**Request for Proposals (RFP) #900-18-775**  
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**EXHIBIT 12: LAST 10 SIMILAR PROJECTS FOR COMPANY (REFERENCES FOR PROPOSER)**

<b>Client Name &amp; Address</b>	<b>Project Title – Facility Name and Location</b>	<b>Total Cost of Project</b>	<b>Current Status</b>	<b>Client/Owner Representative – Name, E Mail &amp; Phone</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				
<b>4</b>				
<b>5</b>				
<b>6</b>				
<b>7</b>				
<b>8</b>				
<b>9</b>				
<b>10</b>				

<b>Signature of Authorized Representative</b>	<b>Date</b>
<b>Printed Name and Title of Authorized Representative Signing the Form</b>	

**Request for Proposals (RFP) #900-18-775**  
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**EXHIBIT 13: BUSINESS LITIGATION FORM**

Disclose any involvement by the organization or any officer or principal in any material business litigation within the last three (3) years. Include an explanation, as well as the status and/or disposition of the litigation. Please use company letterhead to respond if the space provided for response is insufficient.

Client Name & Address	Explanation	Current Status or Disposition

Company Name	Date
Signature of Authorized Representative	
Printed Name and Title of Authorized Representative Signing the Form	

**Request for Proposals (RFP) #900-18-775**  
***Design-Build of GBA Multi-Purpose Warehouse***

**EXHIBIT 14: LOST ACCOUNTS FORM**

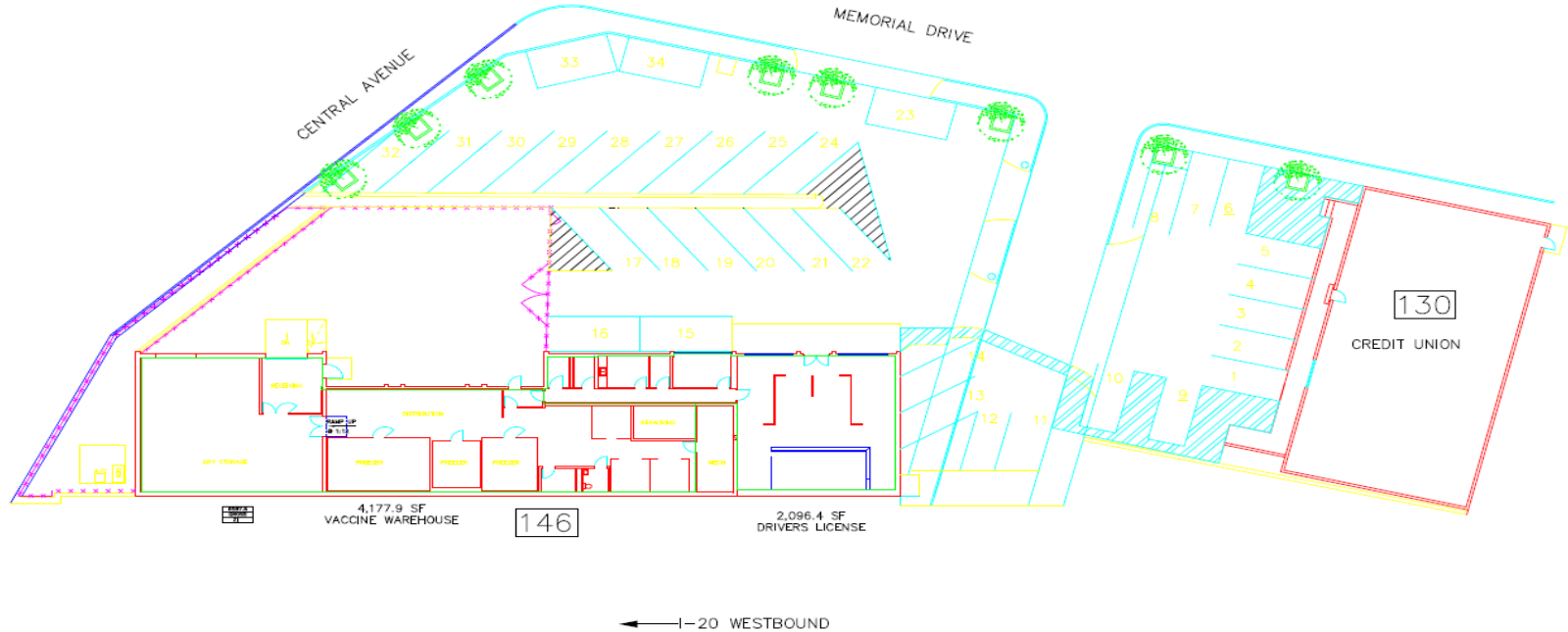
Disclose information of any accounts lost by the company in the last five (5) years and the reason(s) for the dismissal.  
Please use company letterhead to respond if the space provided for response is insufficient.

Client Name & Address	Reason for the Dismissal

Company Name	Date
Signature of Authorized Representative	
Printed Name and Title of Authorized Representative Signing the Form	

Request for Proposals (RFP) #900-18-775  
Design-Build of GBA Multi-Purpose Warehouse

EXHIBIT 15: SITE PLAN (130/146 MEMORIAL DRIVE)





**FACILITY  
DATABASE**  
Office of Design  
and Engineering  
**GEORGIA BUILDING AUTHORITY**  
1 North Luther King Jr. Drive Atlanta, GA 30334

SURVEY DATE: 7/12/93

NOTE: CITY OF ATLANTA ENGINEERING OFFICE PLANS SHOW 146 MEMORIAL SEWER TAP @ 44' ± EASTLY ON MEMORIAL DRIVE FROM MEMORIAL DR./CENTRAL AV. JUNCTION (1 OF 2 MANHOLES IN INTERSECTION). SEWER IS OF 1980 INCHES.



SCALE: 1" = 30'-0"

ACAD FILE NAME: 06LLSITE  
PLOT DATE: 2/25/97

**LICENSE/CREDIT  
BUILDING#s 56/57  
130/146 MEMORIAL DR.**

**SITE PLAN**