

CITY OF PERRY

REQUEST FOR PROPOSALS

#12-02

**DESIGN/BUILD
NATURAL GAS DEPARTMENT
OFFICE AND SHOP**

CITY OF PERRY

Request for Proposal (RFP) 12-02 Design/Build Natural Gas Department Office and Shop

I. Invitation and Overview of Project

The City of Perry is seeking requests for proposals from qualified firms for the provision of design and build services for the construction of a natural gas department office and shop.

II. Description of Project

The structure will have the capacity to house staff and provide a shop with a storage area for parts and equipment. This facility will be an addition to an existing facility constructed in 2010. A concept layout is provided in Exhibit A.

III. Description of Services

The selected firm responsibilities will include:

Preconstruction Phase

- Work with City representative to establish necessary project programming.
- Final structure design drawings and documents.
- Provide proposed budget with series of alternatives to design cost of structure or address major operational needs.
- Prepare project schedule for design, construction and completion draws.
- Establish a guaranteed maximum price for services prior to commencement of construction.

Construction Phase

- Hiring and administer all subcontractors, be responsible for project administration, approve all shop drawings, order and ensure timely delivery of materials, enforce all OSHA safety regulations, approve all material invoices and subcontractor pay requests.
- Providing and maintaining all appropriate liability, property and other insurance required by contract.
- Providing appropriate builder's risk insurance.
- Responsible for site and coordinating all construction activities.
- Providing labor and material payment bond and performance bond.
- Employing competent superintendent to remain on site as needed.

- Obtaining all necessary permits as required by City, State or Federal regulators.
- Providing monthly updates to Owner on project status.

IV. Evaluation Criteria

Proposals shall be evaluated on the following criteria:

- Length of time proposer in business.
- Experience with similar projects.
- Experience with government owned facilities with preference given to Georgia municipal projects
- Safety record for projects managed by proposer.
- Experience in design/build projects.
- Bonding capacity.
- Insurance coverage limits – current.
- Proposed project superintendent experience.
- Proposer company philosophy and approach to project.
- City reserves the right to determine which proposal is in the best interest of the City.
- List all litigations, arbitrations and mediation firm has been involved in for last five (5) years and results.

V. Project Parameters

Parameters to be provided in proposal.

- Projected time schedule.
- Range of cost of construction.
- Range of contractor's fee.

VI. Agreement Required

Selected proposer shall be required to enter into a written agreement. Form shall follow Design-Build Institute or America Document Number 530, Standard Form or Agreement Between Owner and Design-Builder cost fee with an option for a guaranteed maximum price.

VII. Submission of Proposals

Proposals shall be accepted until 5:00 p.m. EST on Tuesday, February 28, 2012. To be accepted, proposals must be submitted to Harold Deal, Assistant City Engineer, Perry City Hall, 1211 Washington Street, Perry, GA 31069. Outside of parcel needs to be clearly marked "Response to RFP 12-02 Design/Build, Natural Gas Department Office and Shop. One (1) original and three (3) copies must be provided. No fax transmissions or emails will be accepted. Proposer may include any additional information it deems pertinent.

VIII. Questions

Any questions or inquires about this request for proposals should be directed to:

Harold Deal, Assistant City Engineer

Email: harold.deal@perry-ga.gov

Phone: 478.988.2733

Fax: 478.988.2725

Exhibit A

