



## City of Clarkesville Request for Proposals

The Clarkesville City Council invites interested firms and individuals to submit written proposals for the City of Clarkesville Downtown Streetscape Project.

### **Submittal Guidelines**

Eight (8) complete copies of each proposal shall be submitted in a sealed envelope bearing the caption: "City of Clarkesville Downtown Streetscape Project." and addressed to:

City of Clarkesville  
Attn: Barbara Kesler  
P.O. Box 21  
Clarkesville, GA 30523

Proposals may be filed in person at the City Manager's office located at 123 N. Laurel Drive, Clarkesville, or by mail, but must in any case be received in the City Manager's office by March 3, 2017 at 2:00 PM. Late proposals will not be accepted. All proposals received will be confidential and will be retained by the City of Clarkesville.

The City Council reserves the right to reject all proposals, to request additional information concerning any proposals for the purposes of clarification, to accept or negotiate any modification to any proposal following the deadline for receipt of all proposals, and to waive any irregularities if such would serve the best interest of the City as determined by the City Council.

**Award of bids:** Bids are awarded based on cost, experience, and ability to complete the project in a timely manner. A responsive bidder is one that conforms in all material respects to the needs of the City. Responsible means a bidder who has the capability to perform the requirement.

The City may choose to negotiate with one or more of the selected contractors. The award will be made to the responsible and responsive offeror whose proposal is determined to be the most advantageous to the City.

All inquiries regarding this Request for Proposals and current legal services of the City should be addressed in writing to Barbara Kesler, City Manager, at the above address or by email at [bkesler@clarkesvillega.com](mailto:bkesler@clarkesvillega.com).

**Mandatory pre-bid meeting:** There will be a mandatory pre-bid meeting at Clarkesville City Hall, 123 N. Laurel Drive, Clarkesville, Georgia, on February 17, 2017 at 9:30 a.m. Proposals will not be accepted from firms or individuals who do not attend the pre-bid meeting.

## **Project Description**

The City of Clarkesville is accepting bids for the replacement of the existing sidewalks located on the downtown square on the east and west sides of Washington Street, from Water Street to Monroe Street and the east side of Washington Street from Monroe Street to Grant Street. This project is located within the Georgia Department of Transportation's Right of Way so the work must conform with GDOT's Standards.

### Scope of Work:

- Tear out and removal of approximately 13,700 square feet of existing sidewalk and approximately 1320 linear feet of curb and gutter to the original soil. Tear out and removal of approximately 40 feet of retaining wall and 19 steps.
- Pour new sidewalks, curbs, and gutters to 3000psi and a minimum of 5 inches thick providing brick beauty strips along the sidewalk edges and brick cross strips a minimum of every 20 feet that are at least 2 feet wide. Gutters must be 18 inches with a 6 inch curb and a 6 inch rise. Construct new retaining walls and steps to 3000psi. The project will require approximately 265 total yards of concrete and approximately 4500 brick pavers.
- Handicap Truncated Dome kits to be used for handicapped access points.
- Alternative A – construct a total of 8 four foot in diameter round brick planters to seating height. This alternative is to be bid separately from the items listed above.

## **Requested Information**

**PLEASE NOTE:** All proposals **must** provide specific and succinct answers to **all** questions and requests for information. Indirect, imprecise, or incomplete responses can serve only to the disadvantage of the applicant. Bidder must show unit prices and extensions for each item, subtotal for each group, and total amount. (Submissions of individual resumes are optional but are encouraged, although a resume alone will not be considered responsive.)

## **E-Verify Requirements**

All Contractors and Sub-contractors doing business with the City must be in compliance with O.C.G.A. 13-10-91 which states that the individual firm or corporation is participating in a federal work authorization program. The attached affidavits must be completed by the contractor and any sub-contractors.

## **Insurance Requirements**

The awarded contractor must provide certificates of workers compensation and liability insurance of no less than \$1,000,000 with the City of Clarkesville as the named insured.

## **Time of Contract**

Work must be completed within 120 days of the contract date.

**Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)**

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 engaged in the physical performance of services on behalf of (name of public employer) 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 applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned 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 information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_, 201\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

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