

Request For Proposal

No. 2022-801

EPOXY FLOOR Dark Space Exhibit Hall

October 20, 2022

The City of Morrow is currently seeking proposals for interested and qualified contractors to complete a commercial 3 Coat Epoxy Floor System at the Dark Space Exhibit Hall located at Southlake Mall.

All proposals are to be mailed to Jeff Baker, City Manager, 1500 Morrow Road Morrow, Ga 30260, or delivered in person between the hours of 8:30 A.M. and 4:30 P.M., Monday through Friday

All proposals must be received on or before 2:00 p.m. on November 3, 2022. Late proposals will not be accepted.

The City of Morrow reserves the right to forego any formalities and reject any or all proposals. The City of Morrow is an Equal Opportunity Employer.

This RFP can be found on and downloaded from the City of Morrow website:

www.cityofmorrow.com

Brandon Hermsmeier
Public Works Director
1500 Morrow Road
Morrow, GA 30260
(404)-757-0894

EPOXY FLOOR Dark Space Exhibit Hall

A. INTRODUCTION

1.1 Purpose/Objective

The city has determined that the main area of the exhibition Building floor is in need of an epoxy coating. The goal of the project is to coincide with an ongoing renovation which must be completed no later than January 6, 2023. More information is described in section 2.1.

The city intends to open the bid responses to this RFP on Thursday, November 10, 2022, at 2:00 p.m., and to select the qualified vendor(s), if any.

1.2 Inquiries

Any questions related to this RFP should be directed to Brandon Hermsmeier, by email at bhermsmeier@cityofmorrow.com

1.3 Minority, Women-owned Enterprises, and Service-Disabled Veteran-Owned Businesses:

The City does not require MWBE certification for this bid proposal, but if the bidder is qualified in any capacity, the bidder is requested to set forth the information.

1.4 Taxes

No charge will be allowed for federal, state, sales, and excise taxes from which the County is exempt. Exemption Certificates will be provided upon request.

B. GENERAL DESCRIPTION OR REQUIRED PERFORMANCE OUTCOMES:

2.1 Project Overview

- Project area consists of approximately 54,000 sq ft.
- The concrete has already been ground smooth; however, some spots may need to be abraded for the final finish
- Fill all low spots and surface cracks with epoxy fill material prior to coating
- Adjust all floor drains and cleanouts to be flush with the floor.
- **Apply commercial 3-coat epoxy system gloss black in color.**
- Three-phase power is available on-site. The contractor will need to supply roughly 250 feet of cord to get to the work area.
- **Walk thru will take place on Thursday, October 27, 2022, at 9 am.**

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C. SPECIFIC REQUIREMENTS:

3.1 The Contractor agrees to provide services to the city as an independent contractor and not as an employee. The Contractor agrees to provide for, secure, and/or be solely responsible for all required fees, permits, Workers' Compensation coverage, Unemployment Insurance, Disability Insurance, Social Security contributions, income tax withholding, and any other insurance or taxes, including but not limited to Federal and state taxes, for any persons performing services pursuant to a subsequent agreement, including the Contractor, and any employees of the Contractor. The Contractor agrees to indemnify the City and hold the City harmless from any claims, suits, losses, or damages, including reasonable attorney's fees, resulting from any failure on the part of the contractor to satisfy its obligations as stated herein.

3.2 The Contractor acknowledges and agrees to purchase, register, and insure all necessary equipment and vehicles to provide the scope of services identified. Automobile liability insurance must have a minimum limit for bodily injury and property damage of \$1,000,000 /\$2,000,000.

3.3 The contractor acknowledges and agrees to purchase comprehensive general liability insurance with minimum liability limits of \$1,000,000 / \$2,000,000 for personal injury and property damage, and \$2,000,000 aggregate to protect against claims brought against the City, which may arise from the provision of services under a subsequent agreement. The contractor agrees to name the City of Morrow as an additional primary insured.

3.4 The Contractor agrees to indemnify and hold the city harmless from any claims, suits, losses, or damages resulting from or relating to any services provided by the Contractor and/or equipment or materials used by the Contractor, or any other person performing services pursuant to a subsequent agreement. The Contractor shall be liable to the City for any loss, damage or destruction of any property, materials, goods, documents, or other items, including reasonable attorney's fees, resulting from, or related to the negligence, or other wrongful acts of the Contractor, the Contractor's employees, or any other person performing services pursuant to a subsequent agreement. The amount of general liability insurance.

3.5 The Contractor may not assign, transfer, sublet or otherwise dispose of the Agreement without the prior written consent of the city.

3.6 The City reserves it right to require additional contractual provisions it deems appropriate to give effect to this Proposal.

D. ELIGIBLE APPLICANTS

4. To be deemed an eligible applicant, you must have properly registered (if required) and insured equipment and be licensed (if required) to operate said equipment.

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E. BASIS OF AWARD:

5.1 All proposals will be evaluated to determine if they meet the requirements of the Request for Proposal. The City may, as it deems necessary, conduct discussions with the contractor(s) it deems reasonably suspected of being selected for the award, for the purpose of clarification and responsiveness to requirements. The City may assign varying weight to criteria and reserves its right to make an award based upon said criteria, including “best value”, if applicable.

5.2 Information gathered by the City from the RFP, during any interviews, and any other information and factors deemed relevant by the City may be considered in a final award. Some additional information and criteria the City may consider include but is not limited to the bidder’s commitment to The City of Morrow, the reputation of the contractor, commitment to quality of services, and responsiveness.

5.3 The City reserves the right to accept or reject all Proposals.

5.4 The Award may be made to the most responsible bidder whose proposal is determined to be in the best interest of The City of Morrow and deemed to best serve the City’s needs and requirements, based on the evaluation of all relevant criteria and information provided including an interview with Contractor and the City Manager.

5.5 A successful bidder is encouraged by the City to use in-county and/or local vendors, supply entities, and labor force in providing the services under the contract awarded for this project, but is not required to do so, nor is same a criterion in the award determination.

F. GENERAL INFORMATION:

6.1 Your proposal must include the following to be considered:

1. Name, Address, and Contact Person.
2. Telephone Number/Fax Number/E-mail Address.
3. Years of experience, if any, in the epoxy floor field
4. Description of equipment intended to be used for the project.

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TO: City Manager, City of Morrow

THE UNDERSIGNED PROPOSES TO PROVIDE THE GOODS AND SERVICES required as set forth in the referenced Request for Proposal. If successful, the Bidder hereby agrees to furnish the goods and services in accordance with all terms, conditions, and specifications contained within referenced Request for Proposal, at prices submitted in referenced specifications. I certify that I am authorized to sign this proposal, myself or on behalf of the company or firm I represent, and to enter into a binding contract with the City of Morrow.

NOTE: By signing and submitting the proposal form for consideration by the City of Morrow, the Contractor acknowledges they have read, understood, and agree to all aspects of the specifications as presented without reservation or alteration.

_____	_____	
Legal name of person/firm/corporation	Authorized Signature/ Position	
_____	_____	
Address	Typed Name	
_____	_____	
City/State/Zip	Title	
_____	_____	
Date	Telephone No.	Fax No.

E-mail address		

YOU MUST RETURN THIS SHEET WITH YOUR PROPOSAL

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By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, as to its own organization, under penalty of perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit, a bid for the purpose of restricting competition.
4. No person, broker, or selling agent has been employed or retained by the bidder to solicit or secure this award upon an agreement or upon an understanding of a commission, percentage, brokerage fee, contingent fee, or any other compensation. The bidder further represents and warrants that no payment, gift, or thing of value has been made, given, or promised to obtain this or any other agreement between the parties.

In compliance with this invitation for bids, and subject to the conditions thereof, the undersigned offers and agrees, if this bid is accepted within forty-five (45) days from the date of opening, to furnish any and all of the items upon which prices are submitted.

Legal name of firm/corporation	Authorized Signature
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Address Typed Name

City/State/Zip Title

Date	Telephone No.	Fax No.
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YOU MUST RETURN THIS SHEET WITH YOUR PROPOSAL

**E-Verify Affidavit
Georgia Public Employer Contractor
Or Provider of Services**

By signature on this affidavit , the undersign states that this employer uses the Federal Employment Eligibility Verification System for all newly hired employees beginning with the date of authorization listed. Additionally, this employer agrees to continue to use this system of employment verification throughout the contract period with the City of Morrow, Georgia.

Company Name: _____

Company Address: _____

Company E-Verify Id Number: _____

Date of Authorization: _____

Signature of Authorized Agent: _____

Date: _____

*Subscribed and sworn before
me on this the ____ day of _____, ____.*

*Notary Public
My Commission Expires:*