

**REQUEST FOR PROPOSAL**  
**2024-022**  
**SPALDING COUNTY WATER & SEWERAGE**  
**FACILITIES AUTHORITY (SCWSFA)**

**Progressive Design-Build Services for 2024 Sewer  
Implementation**



Advertised March 9, 2024

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SUBMISSIONS ARE DUE (HARD COPIES PLUS DIGITAL) NO LATER THAN

**April 12, 2024 at 12:00 PM (Noon)**

THE PROPOSER IS RESPONSIBLE FOR SUBMITTING A RESPONSE TO THIS REQUEST FOR  
PROPOSAL (RFP) TO SCWSFA ON OR BEFORE THE STATED DEADLINE

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Issue Date: March 9, 2024

**ADVERTISEMENT FOR REQUEST FOR PROPOSALS**  
**Progressive Design-Build Services for 2024 Sewer Implementation**  
**Spalding County Water & Sewerage Facilities Authority, Georgia (“SCWSFA” or “Owner”)**  
**RFP #2024-022**

Competitive sealed proposals for SCWSFA’s Progressive Design-Build (“PDB”) Services for 2024 Sewer Implementation upgrade will be received by Mitzy Campbell, Purchasing Agent, until 12:00 PM (Noon), local time, Friday, April 12, 2024 at the Spalding County Purchasing Department located on the first floor of the Spalding County Annex, 119 E. Solomon Street, Griffin, GA 30224. Questions may be submitted by email to Mitzy Campbell at [mcampbell@spaldingcounty.com](mailto:mcampbell@spaldingcounty.com) no later than 12:00 PM (Noon), Wednesday, April 3, 2024. All inquiries should reference RFP #2024-022 in the subject line.

**NO CONTACT:** Proposers are requested NOT to contact or communicate with anyone directly or indirectly, other than the Purchasing Agent identified herein, in any manner that influences or may be perceived to influence the selection made under this RFP. Doing so may result in disqualification of the proposer.

**SCOPE OF WORK:** Progressive Design-Build Services shall include Phase 1 Preconstruction Services and Phase 2 Final Design, Construction, and Commissioning Services. Phase 1 Services are professional services in nature and include planning, surveying, assessment, alternatives analysis, permitting, detailed design, constructability reviews, value engineering, and cost estimating of sufficient detail to allow the Design-Builder to develop a Proposal and Guaranteed Maximum Price (“GMP”) for Phase 2 services for consideration by the Owner. Once Phase 1 Services are successfully completed, and if a GMP is accepted by the Owner, Phase 2 Services will begin under subsequent amendment(s) to the proposed PDB agreement pursuant to this solicitation.

Design-Builder and all subcontractors must maintain a business license in Georgia and be fully insured. Design-Builder must be a Licensed Utility Contractor in the State of Georgia.

**NOTICE TO BIDDERS:**

TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, AS APPLIED THROUGH THE CIVIL RIGHTS RESTORATION ACT OF 1987 - The SPALDING COUNTY WATER & SEWERAGE FACILITIES AUTHORITY, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d to 2000d-4, as amended by The Civil Rights Restoration Act of 1987, hereby notifies all bidders that no person shall on the grounds of race, color, national origin, sex, age, and handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs, services, and activities are federally-funded or not. Further, it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, handicap/disabled in consideration for an award.

**AVISO A LOS LICITANTES:**

TÍTULO VI DE LA LEY DE DERECHOS CIVILES DE 1964, TAL COMO SE APLICA A TRAVÉS DE LA LEY DE RESTAURACIÓN DE LOS DERECHOS CIVILES DE 1987 - La SPALDING COUNTY WATER & SEWERAGE FACILITIES AUTHORITY, conforme título VI de la ley de derechos civiles de 1964, 42 U.S.C. 2000d

2000 d-4, modificada por la ley de restauración de derechos civiles de 1987, por la presente notifica a todos los licitadores que ninguna persona será por motivos de raza, color, origen nacional, sexo, edad y discapacidad/discapacidad, excluida de la participación en, ser negada los beneficios de , o de lo contrario sometidos a discriminación bajo cualquier programa o actividad llevada a cabo por el destinatario sin importar si aquellos programas, servicios y actividades son financiadas por el gobierno federal o no. Además, afirmativamente se asegurará que en cualquier contrato celebrado de conformidad con este anuncio, las empresas desfavorecidas como definido en 49 CFR parte 23 tendrán oportunidad de presentar ofertas en respuesta a esta invitación y que no se discrimine por motivos de raza, color, origen nacional, sexo, edad, discapacidad/discapacitados en consideración para un premio.

**BONDS:** No Bid Bond is required for Phase 1 Services in the PDB proposals. However, Performance Bond and Payment Bond, each in the amount of one hundred and ten percent (110%) of the contract amount, will be required of the successful Proposer for Phase 1 Services, with updated and increased Performance and Payment Bonds provided prior to starting Phase 2 Services. Bonds must be written by an acceptable Surety Company licensed to do business in the State of Georgia and listed in the Department of the Treasury, Circular 570, latest edition.

**PROJECT FUNDING:** The Owner plans to fund portions of the project with proceeds of federal grant State and Local Fiscal Recovery Funds ("SLFRF") provided through the American Rescue Plan Act ("ARPA"). The Owner may also fund portions of the project with State Revolving Fund loans from the Georgia Environmental Finance Authority ("GEFA"). The Design-Builder will be subject to and shall comply with all applicable federal and state requirements pursuant to the project funding agencies.

**RIGHT TO REJECT:** Each proposal will be considered by the Owner taking into consideration specific evaluation factors as set forth in the Request for Proposals (RFP). The Owner reserves the right to reject any or all proposals, including without limitation any proposal that the Owner believes would not be in the Owner's best interests.

**RFP PUBLICATION AND UPDATES:** The complete RFP is available for review on the Spalding County website (<https://www.spaldingcounty.com>) and the Georgia Procurement Registry website at (<https://ssl.doas.state.ga.us/gpr/>). It is the proposer's responsibility to monitor the websites for addenda, responses to questions, and additional information or background documents provided, to ensure the proposer's response is based on the most current and complete RFP content.

## INTRODUCTION

Spalding County Water & Sewerage Facilities Authority (SCWSFA), in collaboration with Spalding County government, is requesting competitive, separate sealed proposals for Progressive Design-Build (“PDB”) Services for the 2024 Sewer Implementation. Instructions for preparation and submission of a proposal are contained in this Request for Proposals (RFP) #2024-022. Proposals must be typed or printed in ink.

## STATE AND FEDERAL REQUIREMENTS FOR FUNDING SOURCES:

SCWSFA plans to fund portions of the 2024 Sewer Implementation with proceeds of federal grant State and Local Fiscal Recovery Funds (“SLFRF”) provided through the American Rescue Plan Act (“ARPA”). SCWSFA may also fund portions of the project with State Revolving Fund loans from the Georgia Environmental Finance Authority (“GEFA”).

As such, all work procured and performed must strictly comply with all applicable federal and state laws, rules, and regulations, including, but not limited to, procurement and labor laws, federal grant related laws and requirements, Equal Employment Opportunity, Davis Bacon Act, Disadvantaged Business Enterprises (for construction), American Iron and Steel provisions, Build America Buy America domestic preferences, O.C.G.A. § 36-80-28 regarding contracts with local governments, and all related requirements summarized in Exhibit “J” and Exhibit “L” attached hereto and incorporated herein by reference. The PDB Contract Agreement and General Conditions, the draft forms of which are provided in Attachment 2 within this RFP, further specifies the Design-Builder’s obligations and responsibilities to comply with all applicable federal and state requirements, including those pursuant to the project funding sources.

## SUBMISSION INSTRUCTIONS AND DUE DATE

Please follow these instructions to organize and submit a PDB Proposal in response to RFP #2024-022:

1. Prepare your submission materials.

Requested Information:

| Name  | Type/Format  | # Copies | Delivery Instructions   |
|---|--|----------|---|
| Technical Proposal<br><i>(include all “required” documents, excluding any Pricing Proposal content)</i> | PDF (.pdf) with filename indicating PROPOSER’S NAME and “Technical Proposal” | 1        | Contained on Flash Drive in Sealed Envelope/Box                                     |
|   | Bound Hard Copies, each identical in content to PDF                          | 8        | Bundled in Sealed Envelope/Box  |
| Pricing Proposal Form Only  | PDF (.pdf) with filename indicating PROPOSER’S NAME and “Pricing Proposal”   | 1        | Contained on Flash Drive in Sealed Envelope/Box                                     |
|   | Hard Copy, identical in content to PDF                                       | 1        | Contained in <i>separately sealed</i> , labeled envelope within Sealed Envelope/Box |

2. A single flash drive may be used containing both the Technical Proposal and the Pricing Proposal. Hard copy submittals shall be identical to their digital (.pdf) submittal counterparts. Pricing Proposal sealed envelope shall be clearly labeled "Pricing Proposal". Each proposer shall submit all the above-tabulated submittal items within a Sealed Envelope/Box clearly labeled with RFP number and name, Proposer's Name, and contact information for Proposer's key individual regarding any concerns related to the submittal items. Telephone, Telegraphic or Facsimile proposals will not be accepted.
3. All proposal submittals must be received by the Purchasing Agent prior to the Proposals Due Date of **Friday, April 12, 2024, 12:00 PM (Noon) local time**. Proposals received after this time will not be accepted. Spalding County and SCWSFA accept no responsibility for non-receipt and/or delays in receipt caused by transmission or reception problems, equipment failure, or any other similar cause. Received proposal submittals will remain sealed until the Due Date and Time, after which time the Technical Proposals will be opened and distributed to the Evaluation Committee. The Pricing Proposals will not be opened or distributed until the Evaluation Committee has completed scoring of the Technical Proposals.

#### **REPRESENTATION BY PROPOSER**

The submission of a Proposal constitutes a representation by the Proposer that it has studied and examined this RFP in its entirety, understands requirements of the Project and Work, and has the necessary and appropriate qualifications and capacity to successfully execute the Work.

#### **ADDENDA**

Answers to questions submitted to SCWSFA before the questions deadline stated in the Procurement Schedule will be responded to as "Q&As" by SCWSFA and posted on the procurement websites identified in the Advertisement. Q&A content that materially changes the conditions and specifications of this RFP will be developed in separate addenda and posted on the procurement websites alongside the other RFP documents.

Only such written changes, additions, interpretations, or corrections by published addendum shall be binding. Any changes, additions, interpretations, corrections given by any other method are not valid, and the Proposer shall not rely, in any manner whatsoever, on any verbal statements, instructions, interpretations, corrections, or other information provided by SCWSFA or others.

Proposers are strongly encouraged to submit questions as far in advance of the questions deadline as possible.

Answers to all questions will be provided by SCWSFA a minimum of 72 hours prior to the proposal Due Date and Time.

Proposer is required to itemize and acknowledge addenda within the Technical Proposal Cover Letter.

#### **DRAFT CONTRACT**

Draft forms of the contract Agreement and General Conditions with supporting Exhibits have been provided under Attachment 2 to this RFP. Both forms are SCWSFA-modified versions of DBIA Contract Documents (No. 545 Progressive Design-Build Agreement for Water and Wastewater Projects, and No. 535 General Conditions of Contract Between Owner and Design-Builder).

Proposers are encouraged to thoroughly review the Draft Agreement, Draft General Conditions, and supporting Draft Exhibits provided in this RFP and to submit written questions in advance of the Deadline to Submit Questions as identified in the Bid Schedule above.

Proposer must itemize any requested changes or proposed modifications to the Draft Agreement and Draft General Conditions, and/or to the requirements of this RFP and any Addenda, Exhibits, or other supporting content, including their rationale for such changes or modifications, in an appendix to their Technical Proposal clearly marked as "Exceptions and Deviations", to be given consideration by SCWSFA. Such Appendix, if included by the Proposer, will be considered part of the Technical Proposal page count. Content pages of this Appendix should be numbered.

SCWSFA has sole discretion to accept, decline, and/or negotiate changes requested by Proposer. SCWSFA expects that this advance review and comment process will substantially reduce the need for pre-award negotiation.

**PROPRIETARY INFORMATION**

Upon submission, all Proposals shall become and remain the property of SCWSFA. SCWSFA shall have no liability arising out of the disclosure, dissemination, or publication of any Proposal or any information contained therein.

Careful consideration should be given before including confidential information within proposal submittals. Spalding County's and SCWSFA's disclosure of records and documentation is governed by the Georgia's Open Records Act, which permits public scrutiny of most materials collected as part of this procurement process. If Proposer submits information that contains trade secret information and if Proposer wishes to keep such information confidential, Proposer must submit and attach to such information an affidavit affirmatively declaring that specific information constitutes trade secrets pursuant to the Georgia Trade Secrets Act of 1990, O.C.G.A. §10-1-760 et seq., and the Proposer and SCWSFA will follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.

**AWARD OF CONTRACT**

The SCWSFA Evaluation Committee will make a recommendation for award to the SCWSFA's Board. The Board will make the actual award of the contract and has the authority to award the contract to a Proposer different than that recommended by the Evaluation Committee.

SCWSFA may reject any and all proposals and waive any technicalities or informalities if such action is in SCWSFA's interests.

SCWSFA intends to award the contract to a responsible and responsive Proposer whose proposal is determined, through the procedures and according to the evaluation criteria described herein, to be the most advantageous to SCWSFA.

After the Due Date and distribution of Technical Proposal submittals to the Evaluation Committee, the Evaluation Committee will review and separately grade (e.g. assign numeric scores to) each Proposers' performance history, qualifications, approach, and other non-cost criteria in this RFP. The Committee's non-cost gradings will be compiled to produce initial ranking results of respondents. No interview process is anticipated. After the Evaluation Committee confirms the

non-cost ranking, price proposals will be opened, and final gradings of each respondent will be updated to incorporate the weighting of cost-centered criteria identified herein. The Evaluation Committee will review and confirm the final grading results in support of a best-value selection.

The Evaluation Committee will then coordinate with the selected best-value Proposer to finalize the Phase 1 scope and fee, which may entail negotiation of changes to the selected Proposer's proposal content and/or Base Scope, with the objective of presenting SCWSFA's Board with a recommendation on Design-Builder award and agreed PDB Phase 1 Services, for Board consideration and approval of award and contract.

#### **TECHNICAL PROPOSAL ("NON-COST") CONTENT AND ORGANIZATION**

Technical proposal shall be provided under a Cover Letter as follows:

1. Provide a maximum 2-page Cover Letter summarizing how SCWSFA will benefit from selecting the Proposer as its Design-Builder on this Project.
2. Cover Letter is excluded from Technical Proposal page count.
3. Itemize and acknowledge addenda within the Technical Proposal Cover Letter.
4. Provide Proposer's Utility Contractor's License number in the Technical Proposal Cover Letter.
5. Cover Letter must be signed by a duly authorized officer, member, or general partner (as appropriate) and dated.
6. Cover Letter must clearly identify the name of the Proposer, Proposer's mailing address, and the name, title and contact information of the Proposer's primary contact and (if different) authorized signer.
7. Cover Letter will not be scored; it is intended to allow the Proposer to highlight key content provided in the Technical Proposal relevant to the four (4) non-cost sections identified under "Evaluation Criteria" (Team and Qualifications, Experience, Safety and Risk Management, and Project Approach).

Proposal may include any such documentation and information as the Proposer deems appropriate to establish that it is a responsible and responsive Design-Builder and that its Proposal is the most advantageous to SCWSFA, taking into consideration the specific evaluation criteria as set forth in this Request for Proposal. Technical Proposals will be scored against the Evaluation Criteria weightings based on the content enclosed in the four (4) respective non-cost sections identified therein (i.e. Team and Qualifications, Experience, Safety and Risk Management, and Project Approach).

Technical Proposal organization shall adhere to the following:

1. Concise proposal language is encouraged. Effective use of summary tables/graphics and similar tools to condense content is encouraged.
2. Limit the total Technical Proposal page count to 40 or less, minimum 12-point font, single-sided, 8.5 x 11-inch equivalent; 11 x 17-inch pages are permitted and will each count as two pages.
3. Technical Proposal must be organized into the four non-cost sections listed in "Evaluation Criteria" (Team and Qualifications, Experience, Safety and Risk Management, and Project Approach), and Allowed Appendices, and provided under a Cover Letter. The pages of each proposal section should contain page numbers for that section.
4. Allowed Appendices consist of: Resumes, Litigation Detail, Affidavits/Certifications, Insurance Detail, and Contract "Exceptions and Deviations". Resumes, Litigation Detail,

Affidavits/Certifications, and Insurance Detail are excluded from Technical Proposal page count limitation. However, “Exceptions and Deviations” appendix (if provided), will be included in Technical Proposal page count.

5. Include the following original Affidavits and Certifications (one (1) original, each) in the Proposal transmittal box, shipped loose (i.e. un-bound), with duplicate copies bound in an Appendix of the Technical Proposal, as provided under RFP Attachment 1:
  - a. Executed Affidavit “A” PROPOSAL CERTIFICATION FORM (REQUIRED)
  - b. Executed Affidavit “A”: SCWSFA Proposal Certification Form (REQUIRED)
  - c. Executed Affidavit “B”: Non-Collusion Affidavit (REQUIRED – Prime / major subs)
  - d. Executed Affidavit “C”: Proposer’s Affidavit (“E-verify”) (REQUIRED)
  - e. Executed Affidavit “D”: Subcontractor’s Affidavit (“E-verify”) (REQUIRED)
  - f. Executed Certification “E”: Certification Regarding Debarment, Suspension, and Other Responsible Matters (REQUIRED)
  - g. Executed Certification “F”: EEO Certification (REQUIRED)
  - h. Executed Certification “G”: Certification Regarding Lobbying (REQUIRED)
6. Simple divider tabs, if used, are excluded from the page count and should not contain page numbers. Content on divider tabs (if any) will not be included in evaluation scoring.
7. The completed Proposal shall be without interlineations, alterations, or erasures.

**EVALUATION CRITERIA**

Proposals will be evaluated using the criteria and scoring indicated below:

| Cost / Non-Cost | Evaluation Criteria                               | Weight % |
|-----------------|---|----------|
| Non-Cost        | Team and Qualifications                           | 20       |
| Non-Cost        | Experience  | 25       |
| Non-Cost        | Safety and Risk Management                        | 20       |
| Non-Cost        | Project Approach                                  | 25       |
| Cost            | Phase 1 Services (Preconstruction) Fee            | 5        |
| Cost            | Phase 2 Services (Design-Builder’s Fee as Cost %) | 5        |

**Team and Qualifications (20%):** Proposers shall identify any major subcontractors or joint ventures and include an explanation of the service or deliverables that they may provide. Provide project team organization chart(s) for Phase 1 and Phase 2 services, identifying the role of key team staff on similar sanitary sewer conveyance and treatment projects through phases of design development, permitting, detailed design, construction, and facility commissioning. Describe experience and qualifications of key team members in collaborative delivery, funding agency compliance, alternatives analysis, Georgia Environmental Protection Division (EPD) and Army Corps of Engineers (ACOE) permitting, value engineering, life-cycle-cost analysis, and constructability and operating/maintenance reviews.

Due to the pace of this project and the ARPA obligation deadline in Phase 1 Services, key team members are expected to remain on the team throughout the project and to have sufficient available capacity to be committed to project demands. Replacement of any proposed team member shall be discussed with and approved by SCWSFA prior to implementation. Provide explanation of team’s availability, commitment, and continuity through Phases 1 and 2.

Proposers should demonstrate a minimum of 10 years of firm and key team member experience in contracting sanitary sewer conveyance and wastewater treatment plant design and construction



for municipal, public, or private agencies, with experience in collaborative delivery including Progressive Design-Build preferred. Provide supporting evidence of team's history of on-time schedule delivery with minimal change orders, claims, and litigation; include data for all reference projects submitted.

Identify what work the Proposer plans to self-perform, with explanation of qualifications, for both Phase 1 (e.g. survey) and Phase 2 (e.g. key trades). SCWSFA desires a Design-Builder who will offer efficient, collaborative, and economical approaches while adapting to the progressive nature of project development.

Include, in an Appendix, resumes for key team members and all persons represented in the Organizational Chart(s). Resumes should include education and relevant professional qualifications, certifications, and relevant licenses, and be 1-page maximum length per member. Resumes are excluded from the page count limitation but will be considered in Team and Qualifications evaluation scoring.

**Experience (25%):** Describe the experience of the firm and key team members on sanitary sewer conveyance and treatment projects including the components and tasks described in the Scope of Services within this RFP, highlighting collaborative delivery experience including Progressive Design-Build. Submit a minimum of five (5) relevant project descriptions, including current and knowledgeable reference contact information, to demonstrate experience identifying which of Proposer's key team members were involved with each project, and their role on that project.

SCWSFA may contact references provided in these project descriptions as well as others knowledgeable of the Proposer's performance and history. Ensure that contact information provided for project references is current and includes both email and phone options.

A desirable candidate will have proven experience delivering infrastructure projects with similar elements from this Scope of Services including:

1. Within the past 10 years, the Proposer will have successfully managed / constructed a minimum of \$50 Million in similar public works and infrastructure improvements.
2. The Proposer will demonstrate key team members' experience in leading / executing projects using GEFA (e.g. State Revolving Fund) and Federal (e.g. ARPA) funds.
3. The Proposer will demonstrate team experience in collaborative delivery, such as PDB, in water and / or wastewater infrastructure projects.
4. Within the last 10 years, the Proposer will have successfully implemented a minimum of 5 relevant wastewater conveyance and / or treatment projects demonstrating efficient approaches while collaboratively working with the owners, designers, constructors, and supporting teams to solve problems. Relevant projects should include small/modular treatment plant facilities, gravity sewer, pumping stations, and supporting systems and coordination efforts. Provide explanation of value-added approach, value of project (cost of design/construction), project schedule and schedule deviances, change orders (to schedule and/or cost), and contact reference information. Highlight efficiency measures relevant to accelerated schedule delivery and/or enhanced value to owner.
5. Each of the following three infrastructure elements must be included at least once in the project descriptions submitted: a wastewater treatment facility, a pump station, and a

gravity sewer. Preferably, projects will feature new construction.

6. Of the project descriptions provided, at least one of each must feature a wastewater treatment facility, a pump station, and a gravity sewer. Preferably, projects will feature new construction.
7. Project descriptions should highlight relevance to Phase 1 Services including experience in permitting (e.g. EPD, ACOE).
8. Project descriptions should include procurement method and details on preconstruction and construction phase services provided by the team.
9. Provide an explanation of proposing team's experience working together. For work proposed to be sub-contracted/consulted, include detail demonstrating successful history of sub management and project implementation.

**Safety and Risk Management (20%):** Provide a description of the Proposer's corporate safety program(s) including key industry statistics or records (such as the EMR calculated by the National Council on Compensation Insurance, the days-away-from-work injury incidence rate, or similar) indicating categories of accidents and their incidence or frequency rates for the past five (5) years.

Include explanation of how Proposer will ensure the health and safety of the project team and stakeholders, specific to this project.

Enclose a statement on the litigation history of all leading design/build partners on Proposer's team including explanation of all current/unresolved litigation. Litigation statement must be included directly under Safety and Risk Management section of Technical Proposal, however supplemental detail may be provided under separate Appendix excluded from page count limitation.

Provide an explanation of the Proposer's risk management approach in both Phases 1 and 2. Specifically highlight how the Proposer plans to manage risks identified (by Proposer) to be of greatest likelihood and/or consequence on this project. Discuss proposed allocation or sharing of risks between Design-Builder and SCWSFA.

**Project Approach (25%):** Demonstrate your firm's understanding of and approach to collaborative delivery of this project. The following list identifies some aspects of project delivery important to SCWSFA. This list is offered as guidance to Proposers and is not intended to be an outline or checklist.

1. Complying with ARPA and GEFA grant funding requirements and deadlines, including relevant state and federal procurement, performance, and documentation requirements.
2. Performing or leading design development efforts for new wastewater systems including sizing, layout, and permitting.
3. Coordinating SCWSFA's "master" and project-specific specification and standards development.
4. Evaluating alternatives resulting in value-added improvements such as reduced life-cycle cost, including development of validation-phase memoranda and deliverables.
5. Employing or subcontracting qualified, local construction / professional resources.
6. Working collaboratively with the Project Designer and Owner to develop a Guaranteed Maximum Price (GMP).
7. Identifying and resolving constructability challenges during Phase 1 and Phase 2 Services.
8. Estimating costs and implementing control procedures for Phase 1 and 2 Services.
9. Assuring quality throughout each phase of the project.

10. Employing technology for project management, administration, communication, and cost control.
11. Managing and/or adapting to project changes.
12. Resolving potential conflicts between your firm and others.
13. Assuring successful commissioning of new wastewater facilities.
14. Accelerating project delivery, including contingency planning to adapt to potential schedule setbacks.

Itemize Proposer's recommended additions, clarifications, or other modifications to draft Exhibits "A", Owner's Project Criteria, and "B", Scope of Services.

**Schedules for both Phase 1 and Phase 2 are critical elements of success for this project.** Include a detailed description of Proposer's plan for achieving SCWSFA's Phase 1 schedule targets described herein, highlighting and explaining specific changes to the "Hypothetical" Schedule provided in Attachment 3 and as referenced in draft Exhibits "A" and "B" (Owner's Project Criteria and Scope of Services). Also include a general description of the plan and approach for Phase 2.

SCWSFA reserves the right to request additional documentation from Proposer to demonstrate that Proposer has the skill, experience, necessary facilities and financial resources to perform the contract scope in a satisfactory manner and within the required time.

Outline the Proposer's communication and document control plan, both internally and with SCWSFA.

Illustrate the proposed quality assurance and control process for this project.

**Cost Proposal (10%):** Provide the Proposer's Cost Proposal for i) Phase 1 – Preconstruction Services Fee, including design and development of the GMP(s), and ii) Phase 2 – Design-Builder's Fee, expressed as a percentage of the Cost of Work, for Phase 2 - Final Design and Construction Phase Services. All cost proposal detail should be clearly identified and separately sealed from the Non-Cost Technical Proposal submittal.

#### **INSURANCE**

The Design-Builder shall maintain insurance as provided in the draft PDB Agreement with the Owner for the PDB services. Such insurance requirements include, but are not limited to, those specified in Exhibit "F" within the Draft Agreement attached hereto.

With its proposal, each Proposer shall indicate whether it meets the insurance requirements summarized in Exhibit "F", or if greater coverage is held, the coverage types and amounts in its insurance program. Proposers shall provide a certificate of insurance, demonstrating cited coverage, upon request. Insurance content shall be provided in an Appendix to the proposal.

#### **TERM OF CONTRACT**

The contract term for the Phase 1 – Preconstruction Services will be 230 calendar days. Proposed Phase 1 Substantial Completion date is provided in the Draft Agreement and Exhibits "A" and "B". The contract term for Phase 2 – Final Design and Construction Services will begin upon execution of a contract amendment to establish the GMP(s) and the remaining contract term.

Liquidated damages will be as specified in the Draft Agreement provided in this RFP.

#### **CONTRACT ADMINISTRATION**

The SCWSFA contact for contract administration and execution resulting from this RFP will be Joseph Johnson, PE, SCWSFA General Manager. Additionally, SCWSFA anticipates commissioning the services of a Program Manager following PDB contract execution. No contact with Mr. Johnson, SCWSFA staff or Board members, or the authoring team of this RFP (Lindsay Engineering & Consulting, LLC) is permitted by Proposers during the RFP procurement process.

**PROCUREMENT SCHEDULE**

|  |  |
|--|--|
| First Advertisement                              | March 9, 2024                              |
| Deadline to Submit Questions                     | April 3, 2024 at 12:00 PM                  |
| Proposal Due Date                                | April 12, 2024 at 12:00 PM                 |
| Preliminary Selection, for Contract Negotiation  | April 26, 2024 ( <i>anticipated date</i> ) |
| Recommendation of Contract Award by SCWSFA Board | May 15, 2024 ( <i>target date</i> )        |

**WITHDRAWAL OF PROPOSAL**

A Proposer may withdraw its proposal before the proposal due date, without prejudice to the proposer, by submitting a written request of withdrawal to the Spalding County Purchasing Agent. Following the proposal due date, submitted proposals shall be valid for a period of ninety (90) days from the proposal due date.

**REJECTION OF PROPOSAL**

SCWSFA may reject any and all proposals. Also, the right is reserved to waive any irregularities or informalities in any proposal. SCWSFA shall be the sole judge as to which proposal is best.

**NON-COLLUSION AFFIDAVIT**

By submitting a proposal, the Proposer represents and warrants that such proposal is genuine and not sham or collusive or made in the interest or in behalf of any person not therein named, that the Proposer has not directly or indirectly induced or solicited any other proposer to put in a sham proposal, or any other person, firm or corporation to refrain from proposing and that the Proposer has not in any manner sought by collusion to secure to that proposer any advantage over any other proposer. Executed Non-Collusion Affidavits (Affidavit "B") must be provided in each proposal for the Prime Proposer as well as for the Prime Proposer's major subcontractors/consultants including, at a minimum, the Engineer-of-Record firm(s). Affidavits are not required for minor and/or currently unidentified subcontractors (such as key trades, in Phase 2).

**PERMITS AND BONDS**

As this procurement includes design phase services, the awarded Proposer will be responsible for acquiring all necessary federal, state and local permits that are required for this project. Spalding County government will waive County-assessed portions of fees on all permits issued by Spalding County.

Performance Bond and Payment Bond shall be secured to cover Phase 1 Pre-Construction Services before a Notice to Proceed for Phase 1 is issued. Performance Bond and Payment Bond shall also be secured (at a later date) to cover Phase 2 Construction Services before a Notice to Proceed for Phase 2 is issued. The Performance and Payment Bonds required of the successful Proposer shall each be in the amount of one hundred and ten percent (110%) of the contract amount (the GMP(s), in the case of Phase 2). Bonds must be written by an acceptable Surety Company licensed to do business in the State of Georgia and listed in the Department of the Treasury, Circular 570,

latest edition.

### **SUMMARY CHECKLIST**

A Summary Checklist of the items to be included in each proposal is shown below:

- Cover Letter (maximum 2 pages)
- Technical Proposal (maximum 40 pages)
  - Team and Qualifications
  - Experience
  - Safety and Risk Management
  - Project Approach
  - Allowed Appendices:
    - Resumes (*excluded from page count*)
    - Litigation Detail (*excluded from page count*)
    - Affidavits/Certifications (*excluded from page count*); **REQUIRED:**
      - Affidavit “A”: SCWSFA Proposal Certification Form
      - Affidavit “B”: Non-Collusion Affidavit
      - Affidavit “C”: Proposer’s Affidavit (“E-verify”)
      - Affidavit “D”: Subcontractor’s Affidavit (“E-verify”)
      - Certification “E”: Certification Regarding Debarment, Suspension, and Other Responsible Matters
      - Certification “F”: EEO Certification
      - Certification “G”: Certification Regarding Lobbying
    - Insurance Detail (*excluded from page count*)
    - Exceptions and Deviations
- Certification “H”: Proposer’s Certified Cost Proposal Form (**REQUIRED AS SEPARATELY SEALED SUBMISSION**)

### **SCHEDULE OF RFP ATTACHMENTS (PROVIDED SEPARATELY)**

#### **Attachment 1 contents**

Affidavit “A” Template: SCWSFA Proposal Certification Form (**REQUIRED**)

Affidavit “B” Template: Non-Collusion Affidavit (**REQUIRED – Prime / major subs**)

Affidavit “C” Template: Proposer’s Affidavit (“E-verify”) (**REQUIRED**)

Affidavit “D” Template: Subcontractor’s Affidavit (“E-verify”) (**REQUIRED**)

Certification “E” Template: Certification Regarding Debarment, Suspension, and Other Responsible Matters (**REQUIRED**)

Certification “F” Template: EEO Certification (**REQUIRED**)

Certification “G” Template: Certification Regarding Lobbying (**REQUIRED**)

Certification “H” Template: Proposer’s Certified Cost Proposal Form (**REQUIRED**)

#### **Attachment 2 contents**

Draft Agreement (Owner-Modified DBIA Document No. 545, 2022 Edition)

Draft General Conditions (Owner-Modified DBIA Document No. 535, 2022 Edition)

Draft Exhibits:

1. Exhibit A – Owner’s Project Criteria
2. Exhibit B – Scope of Services

3. Exhibit C – Contract Pricing Basis (*Reserved.*)
4. Exhibit D – Performance Incentives (*Reserved.*)
5. Exhibit E – Forms of Waiver and Release
6. Exhibit F – Insurance Requirements
7. Exhibit G – Performance and Payment Bonds
8. Exhibit H – Contractor’s Affidavit (“E-verify”)
9. Exhibit I – Subcontractor’s Affidavit (“E-verify”)
10. Exhibit J – Grant-Related Requirements
11. Exhibit K – Certification Regarding Lobbying
12. Exhibit L – GEFA Supplemental General Conditions
13. Exhibit M – DBE Compliance Form (*For Phase 2 - Construction.*)
14. Exhibit N – EEO Certification
15. Exhibit O – Certification Regarding Debarment, Suspension, and Other Responsible Matters
16. Exhibit P – GEFA AIS Special Conditions and Information
17. Exhibit Q – GEFA Build America, Buy America (BABA) Act Special Conditions and Information (*referenced Appendices 1 and 2 enclosed in Exhibit L*)

**Attachment 3 contents**

“Hypothetical” Schedule

**Attachment 4 contents**

Sewer Feasibility Study (published August 8, 2023)

**Attachment 5 contents**

EPD Wasteload Allocation (WLA) # WLA000257 letter (August 18, 2023)

Updated WLA Request (“New Facility” Form with WLA Exhibit, as submitted to EPD on February 13, 2024)

**Attachment 6 contents**

PDB Scope Scenarios, conceptual map dated February 6, 2024

**Attachment 7 contents**

SCWSFA Procurement Policy dated December 21, 2022