



West Georgia Regional Library System

REQUEST FOR PROPOSAL WGRLS REGIONAL OFFICE LANDSCAPE IMPROVEMENTS Carrollton, Georgia

The West Georgia Regional Library System Board of Trustees is soliciting sealed proposals for furnishing all materials, labor, tools, equipment and appurtenances necessary for the renovation of the WGRLS Regional Office landscape in Carrollton, GA . Proposals will be received by the West Georgia Regional Library System Board of Trustees in the upstairs conference room, located at the West Georgia Regional Library System Administrative Building at 124 W. Chandler Street, Carrollton, Georgia 30117, until 11:00 a.m., local time, on Thursday, July 18th, 2024 and then at said office publicly opened and the proposal price read aloud.

Project consists of various landscape improvements to the WGRLS Regional Office located at 124 W. Chandler St., Carrollton, GA 30117. There are additional add alternate improvements to the Neva Lomason Memorial Library (Planting East, South and West)). The scope of work is defined in the document set “West Georgia Regional Library System Planting Improvements”.

Proposals shall be evaluated by the West Georgia Regional Library System based on the following criteria:

1. Total Proposal Amount – 50 points (maximum) - Amount of proposal as well as accuracy of estimate will be taken into account. Lowest proposal is not automatically maximum points. Alternates will be taken into account.
2. Project Experience & References - 50 points (maximum) - Highlight projects and experience of similar size and scope.

Based on the criteria above, all scores will be added up for a maximum score of 100. The Contractor with the highest total score will be selected for the project.

The West Georgia Regional Library System reserves the right to reject any and all Proposals, in whole or in part, with or without cause, and to waive informalities,

technicalities or irregularities in the Proposals or the Contract Documents. Also, this project is of sufficient complexity that the West Georgia Regional Library System reserves the right to reject any contractor who does not have previous experience with projects of a similar nature and complexity.

The West Georgia Regional Library System, in its sole discretion, reserves the right to select the Proposer that it deems most advantageous to the West Georgia Regional Library System.

All proposals shall be delivered to Stephen Houser, with the West Georgia Regional Library System at (770) 830-2233 ext.1010, address of 124 W. Chandler St. Carrollton, GA 30117, by the time and date specified above. Proposals shall include E-verify affidavit, certificate of insurance, and contractor licensing documentation. Proposals shall be submitted in triplicate, sealed and mailed or delivered to be received, no later than the above time and date.

Each Proposal shall be submitted in a sealed envelope with the Contractor's name on the outside of the envelope. The envelope shall clearly state "Sealed Proposal for WGRLS Regional Office Landscape Improvements."

Main Contact:

Stephen Houser
124 W. Chandler St. Carrollton, GA 30117
(770) 830-2233 ext.1010
shouser@wgrls.org

APPENDIX A

Respondent Questions (WGRLS responses in blue):

1. Is there a pre bid meeting - **No, but I am able to provide walkthrough if requested.**
2. Hardscapes - **Sidewalk indicated in bids, add alternate patio area should be mulch.**
3. Regarding the structure- is it being built and if so is it being built by another contractor - **Pavilion area will be built by another contractor. Text has been struckthrough on RFP.**
4. The Furnishing (benches, etc.) are they to be included in the bid - **Include patio area benches in bid.**
5. Irrigation- is there existing sleeving, is there someone with can get with regarding the meter, it's location and size. **No existing sleeving - watering with tanks (with water provided from WGRLS hose bibs) is preferred for budget considerations.**
6. What is the timeline for completion? - **November 2024 is preferred.**