

**The City of Mountain Park
Community Civic Building improvements**

REQUEST FOR QUOTES

Notice is hereby given that Quotes will be received by the City of Mountain Park, Georgia for:

The City of Mountain Park
Community Civic Building improvements

Please submit your qualifications by:

Date: September 7, 2010

Time: 2:00 pm E.S.T.

Qualifications submitted after the due date may not be considered in this RFQ solicitation.

The City of Mountain Park (CMP) reserves the right to reject any and all submittals and to waive irregularities and informalities in the submittal and evaluation process. This RFQ does not obligate the CMP to pay any costs incurred by respondents in the preparation and submission of their statement of qualifications. Furthermore, the RFQ does not obligate the CMP to accept or contract for any expressed or implied services.

It is the CMP policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities.

The CMP is committed to a program of equal employment opportunity regardless of race, color, creed, sex, age, nationality, disability, or sexual orientation.

Dated this 28th day of July, 2010.

Karen Segars, City Clerk
City of Mountain Park

**The City of Mountain Park
Community Civic Building improvements
Request for Quotes**

Request for Qualification Information:

RFQ Name: **Community Civic Building
Improvements**

Date Issued: July 28, 2010

Contact Person: Karen Segars

Phone #: 404-993-4231

Email Address: city.clerk@mountainpark-
ga.gov

Submittals

Accepted Until August 27, 2010

Submittals Delivered to:

Physical Address: Mountain Park
**Community Civic Building
Improvements**
118 Lakeshore Dr
Mountain Park, GA 30075

Mailing address **Same as above**

**The City of Mountain Park
Community Civic Building improvements**

General Information

NOTICE: Notice is hereby given that quotes for improvements to the **Community Civic Building** will be received by the City of Mountain Park by submitting to the City Clerk at the above location via email or postal mail.

PURPOSE/BACKGROUND: The CMP is soliciting requests for quotes for the purpose of contracting with trades and vendors who will work on the Community Civic Building Improvement project. Applicable professional services include but are not limited to: Electricians, Concrete finishers, grading contractors, Erosion and Sedimentation Control vendors, and Framers

SCOPE OF WORK: See attached Specifications and plans for a detailed summary of project related work responsibilities.

QUALIFICATIONS:

- 1- This project will require applicants to demonstrate proficiency in the prescribed trade
- 2- The ability to meet all submittal requirements

RFQ SCHEDULE

Event	Date
RFQ Release	07/28/10
Vendor Questions (if any) Due	08/18/10
Proposals Due	08/27/10
Vendor selection	08/30/10
Work to begin	09/01/10

SUBMITTAL REQUIREMENTS:

Responses to this RFQ must include the following information:

- A description of the firm's work experiences
- A quote covering all aspects of the attached project specifications
- Three references
- Current insurance certificates' for general liability and worker compensation.

SIGNATURES: RFQ submittals shall be signed by one of the legally authorized officers of said corporation. **QUESTIONS:** Questions regarding this Project may be directed to Karen Segars, City Clerk via e-mail or direct mail. A meeting with the Project Superintendent can be scheduled by the City Clerk upon request.

REJECTION OF SUBMITTALS The program reserves the right to reject any and all submittals and to waive irregularities and informalities in the submittal and evaluation process. This RFQ does not obligate the CMP to pay any costs incurred by respondents in the preparation and submission of their qualifications. Furthermore, the RFQ does not obligate the program to accept or contract for any expressed or implied services.

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PROGRAM STATUS AWARD: The Program reserves the right to make awards without further discussion of the submittals. The firms selected will be expected to enter into contract with the CMP for payment of the firms services **TITLE VI:** It is the programs' policy to assure that no person shall, on the grounds of race, color, national origin or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities.

INSURANCE REQUIREMENTS: Current certificates' for general liability and worker compensation must be included in the RFQ response. Individual program participants may require specific coverage amounts based upon the needs and requirements of their specific projects.

COMPLIANCE WITH LAWS AND REGULATIONS: In addition to nondiscrimination and affirmative action compliance requirements previously listed, the firms ultimately awarded contracts with the participant shall comply with federal, state and local laws, statutes and ordinances relative to the execution of the work. This requirement includes, but is not limited to, protection of public and employee safety and health; environmental protection; waste reduction and recycling; the protection of natural resources; permits; fees; taxes; and similar subjects. Further reference is made to the Agreement which provides for block grant funding for this project, which contains a more detailed statement of the legal requirements and obligations of contractors performing work under the block grant. Copies of such Agreement may be obtained from the Project Manager.

WORK ASSIGNMENTS: The amount of work assigned to any one contractor will be determined by CMP. CMP intends to issue contracts only to those contractors willing and able to complete the project as specified.

TIME PERIOD FOR PROJECT:

- 1- All contractors must be prepared to commence work as early as September 2, 2010
- 2- All contractors must be prepared to complete work by September 25, 2010

COMPENSATION: Upon receipt of contractor's correct and complete invoice the contractor will receive payment from CMP within 30 days.