

CITY OF AUSTELL, GEORGIA

REQUEST FOR PROPOSAL

FOR

Fire Station 72-Training Room Addition/Renovation at 5300 Austell Powder Springs Rd, Austell, GA 30106 RFP #26-001-FD

For all questions about this RFP, contact the City via email:

bids@austellga.gov

RELEASED ON:

Wednesday June 17,2026

DUE ON:

Wednesday July 15, 2026, 10:00 AM

Threadmill Complex

5000 Austell Powder Springs Rd, Austell, GA 30106, Suite 300

Each proposal or bid must include a bid bond equal to at least five percent (5%) of the total base bid. The successful bidder must also provide performance and payment bonds, each equal to one hundred percent (100%) of the total contract amount. All bonds must be issued by a surety company licensed to do business in Georgia and listed in the latest edition of U.S. Department of the Treasury Circular 570.

An **optional conference/site visit** will be held on Monday, June 29, 2026, at 2:00 PM at 5300 Austell Powder Springs Rd, Austell, GA 30106.

The sealed proposal envelope must display the E-Verify number and bid number on the outside.

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SECTION I INVITATION FOR BID OVERVIEW AND PROCEDURES

PURPOSE OF PROCUREMENT

The City of Austell is accepting proposals from qualified contractors for the purpose of the Fire Station 72 Training Room Addition/Renovation at 5300 Austell Powder Springs Rd, Austell, GA 30106. Proposals should include separate prices for demolition, construction for structural framing, mechanical, electricals, fire protection, roofing, and exterior work. These prices should include materials, labor, tools, equipment, disposal, and any other miscellaneous items necessary to complete the job. Technical documents can be found in "SECTION V. PROPOSAL SPECIFICATIONS".

SCHEDULE OF EVENTS

This Request for Proposal (RFP) will be governed by the following schedule:

DATE	MILESTONE
Wednesday June 17, 2026	Request for Proposals Release Date
Monday, June 29, 2026, 02:00 PM ET	Optional Meeting/Site Visit
Monday, July 06, 2026, 10:00 AM ET	Deadline for Submission of Questions
Wednesday July 08, 2026, 4:00 PM ET	Answers Available on City's Website
Wednesday July 15, 2026, 10:00 AM ET	Proposal Submittal Deadline

COMMUNICATION WITH STAFF

From the date this solicitation is issued until a contractor is selected and the selection is officially announced, contractors may not communicate with any City staff member or elected official except the Finance Department, as allowed under existing contracts, or during the mandatory site visit. The City may reject the proposal of any offeror that violates this requirement.

OPTIONAL SITE VISIT

An optional pre-bid meeting and site visit will be held on **Monday, June 29, 2026, at 2:00 PM at Fire Station 72, 5300 Austell Powder Springs Road, Austell, GA 30106.**

Parking is available on-site. A general discussion of the project will take place, and contractors will have the opportunity to inspect, view, and take measurements of the site.

Participation in the site visit is optional but strongly encouraged to ensure a complete understanding of the project requirements and site conditions.

QUESTIONS AND ANSWERS

All questions concerning this RFP must be submitted via email or writing to the City's Finance Department:

Finance Department
Threadmill Complex
5000 Austell Powder Springs Rd.
Austell, GA 30106, Suite 300
bids@austellga.gov

QUESTIONS AND CLARIFICATIONS

Questions and clarification requests must be submitted by **10:00 AM ET on Monday, July 6, 2026**.

Responses to questions and any necessary clarifications will be issued by the City in the form of an addendum to the solicitation documents. Addenda will be distributed to all known prospective proposers and posted on the City's website no later than **4:00 PM ET on Wednesday, July 8, 2026**.

It is the responsibility of each proposer to ensure that they have received and reviewed all addenda issued before submitting a proposal. Proposers may verify the issuance of addenda by contacting the Finance Department via email or by reviewing the City's website before the proposal submission deadline.

All proposers must acknowledge receipt of any addenda issued. Failure to acknowledge receipt of an addendum may result in the rejection of the proposal if the addendum contains material changes to the City's requirements or the solicitation documents.

SECTION II PROPOSAL SUBMISSION DETAILS AND INSTRUCTIONS

Ownership of all data, materials, and documentation prepared for and submitted to the City in response to this request for proposal shall belong exclusively to the City and will be considered a record prepared and maintained or received in the course of operations of a public office or agency and subject to public inspection in accordance with the Georgia Open Records Act, Official Code of Georgia Annotated, Section 50-18-70 et. seq. unless otherwise provided by law.

PROPOSAL FORMAT:

Each proposal should be prepared simply and economically, avoiding the use of elaborate promotional materials beyond those sufficient to provide a complete presentation. The Offeror is solely responsible for the cost of responding to this RFP.

The Technical Proposal should include the following:

Qualifications

The proposal must describe the contractor's qualifications and experience to provide the requested products and/or services. Contractors must be licensed in the State of Georgia.

References

Offerors must provide three (3) independent references from three (3) different projects of similar size and complexity to the project requested by the City. This should include entity name and address; contact name, title, phone number, and email address; description of service provided to entity referenced.

Response to Scope of Work

Responses must be clear, thorough, concise, and written in plain, easy-to-understand language.

Drawings and/or diagrams should accompany the written proposal, along with a project timeline that includes the estimated start date and the anticipated completion date.

The Contractor shall promptly communicate any changes to the project schedule, including revised dates or times, to the Fire Chief. The Contractor is responsible for keeping the Fire Department informed of any delays or schedule adjustments that may occur throughout the project.

Mandatory Documents

Offeror must complete, execute, and include with the proposal, the following mandatory documents. Proposals received without these documents may be rejected.

- BID BOND
- ACKNOWLEDGEMENT OF ADDENDA
- GEORGIA SECURITY & IMMIGRATION COMPLIANCE (GSIC) ACT AFFIDAVIT
- AFFIDAVIT VERIFYING RESIDENCY STATUS OF AN APPLICANT (SAVE)
- W-9 FORM

PROPOSAL SUBMISSION AND DELIVERY INSTRUCTION:

The Offeror shall submit:

- One (1) original (conspicuously marked “Original”) and three (3) copies of the Technical Proposal.
- One (1) original Cost Proposal in a separate and sealed envelope labeled “COST PROPOSAL”

The proposal must be signed by a company officer authorized to enter contracts on behalf of the offeror.

Clearly label the outside of the SEALED envelope as follows:

Name of Contractor submitting the proposal

Project Name

RFP #

E-Verify #

All proposals must be delivered no later than Wednesday July 15, 2026, at 10:00 AM, at which time proposals will be publicly opened and identified by proposer name. However, proposals will **not** be read aloud.

Proposals should be delivered to:

Finance Department

Threadmill Complex

5000 Austell Powder Springs Rd.

Austell, GA 30106, Suite 300

Hand delivered copies may be delivered to the above address only between the hours of 8:30 AM and 4:45 PM ET, Monday through Friday, excluding holidays observed by the City of Austell.

LATE SUBMITTAL

All bids must be received by the city by the specified date and time. It is not sufficient to show that the submittal was mailed in time to be received before the scheduled closing time. The city will not be responsible for any bids delivered incorrectly or not received by the specified date and time.

WITHDRAWAL OF PROPOSAL

A submitted proposal may be withdrawn prior to the due date by a written request to the Finance Department. The request to withdraw a proposal must be signed by an authorized individual. Proposals shall be valid and may not be withdrawn for a period of 60 days from the date specified for receipt of proposals.

REJECTION OF PROPOSALS

Proposals will not be accepted from any person, firm, or corporation who is in arrears in any debt or obligation to the City of Austell or any other governmental entity.

The City of Austell reserves the right to waive irregularities, informalities, and technicalities, or to readvertise the proposal. The City has the right to reject all proposals or any proposal that is non-responsive or not responsible.

DISCREPANCY IN UNIT PRICE

In case of discrepancy between a unit price and an extended price and total amount, the unit price will be presumed to be correct, subject, however, to correction to the same extent and in the same manner as any other mistake.

SELECTION CRITERIA

The selection will primarily be based on the qualifications of the contractor and the quality of the proposal. However, the City of Austell reserves the right to call references provided in the submittal and to request phone or personal interviews with contractors requiring additional evaluation. The following criteria and weights will be used for the evaluation:

1. Readiness to start work and time of completion (30%)
2. Overall Contract Cost (20%)
3. Qualifications of contractor, specifically as they relate to the scope of work of this project* (50%)

*The Contractor should have at least five (5) years of verifiable experience in commercial construction with similarly complex projects. Contractors must be licensed in the State of Georgia.

FINANCIAL STANDING

The Contractor selected must be able, if requested, to provide proof that they are in good financial standing. All records submitted by the Contractor may be subject to the Georgia Open Records Act, O.C.G.A. 50-18-70 et seq. As such, the Contractor should be careful not to provide any proprietary information. In addition, the City may require contact information with the Contractor's financial institution(s), along with the necessary consent for the City to contact the institution to inquire as to the financial status of the Contractor.

TERMS AND CONDITIONS

No person or business entity shall be excluded from participation in, denied the benefits of, or otherwise discriminated against in any program or activity conducted by the City on the basis of race, color, national origin, sex, age, or disability.

Compliance with Laws: In connection with the furnishings of supplies or performance of work under the contract, the bidder agrees to comply with the Fair Labor Standards Act, Equal

Opportunity Employment Act, Georgia Security and Immigration Compliance Act, and all other applicable Federal and State laws, regulations, and executive orders to the extent that the same may be applicable and further agrees to insert the foregoing provision in all subcontractors awarded hereunder.

If a bidder has any existing client relationship that involves the City of Austell Mayor or Council, the bidder must disclose each relationship.

HOLD HARMLESS AGREEMENT

The Contractor shall hold harmless the City of Austell from any and all claims, suits, actions, damages, liability and expenses in connection with loss of life, bodily or personal injury or property damage, including loss of use thereof, directly or indirectly caused by, resulting from, arising out of or occurring in connection with the performance of this contract. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion of omission from any policy of insurance.

BONDS

Each bid must be accompanied by a bid bond with good and sufficient surety or sureties approved by the City for faithful acceptance of the contract, payable to, in favor of, and for the protection of the City in an amount equivalent to five percent (5%) of the total amount payable by the terms of the contract or, in lieu thereof, in the form of a certified check, cashier's check, or cash in equal amount.

The successful bidder will be required to furnish performance and payment bonds with the executed agreement meeting the requirements of the contract documents, each in the amount of one hundred percent (100%) of the bid.

The bond surety must be authorized by the Insurance Commissioner to do business in Georgia and must be on the United States Department of Treasury's list of approved sureties.

CERTIFICATIONS

The City of Austell will not enter into a contract for the physical performance of services unless the Contractor and any Subcontractor comply with the requirements of O.C.G.A. § 13-10-91 and participate in the federal work authorization program (E-Verify) to verify the employment eligibility of all newly hired employees.

Each bid or proposal must be accompanied by a notarized Contractor Affidavit, as required by O.C.G.A. § 13-10-91, et seq., attesting that:

1. The affiant has registered with and is authorized to use the federal work authorization program (E-Verify).
2. The affiant provides its E-Verify user identification number and the date of authorization.

3. The affiant is using and will continue to use the federal work authorization program throughout the term of the contract.

Failure to submit the required affidavit may result in the bid or proposal being deemed non-responsive and disqualified from consideration.

SECTION III INSURANCE REQUIREMENTS FOR CONTRACTORS

Prior to the award of a contract, the Contractor shall furnish a Certificate of Coverage or other proof that it has the following insurance with the City named as additional insured that must remain in force for a period of at least one year after completion of the work:

Workers' Compensation and Employer Liability Insurance –

The General Contractor shall obtain and maintain Workers' Compensation and Employer's Liability Insurance at the limits listed below. This coverage must apply to every employee who performs work under the contract.

Worker's Compensation Limits: Statutory Employer's Liability

Limits:

Bodily Injury by Accident	\$1,000,000 each accident
Bodily Injury by Disease	\$1,000,000 each employee
Bodily Injury by Disease	\$1,000,000 policy limit

General Contractor waives all rights against City and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the workers' compensation and employer liability or commercial umbrella liability insurance obtained by General Contractor pursuant to this agreement.

Commercial General and Umbrella Liability Insurance –

The General Contractor shall procure and shall maintain commercial general liability (CGL) and if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate, as shall protect him and any subcontractor performing work covered by the contract from claims for damages for bodily injury, including accidental death, as well as from claims for property damages, which may arise from operations under the contract agreement, whether such operations are by himself or by any subcontractor or by anyone directly or indirectly employed by either of them.

Comprehensive Form
Contractual Insurance
Personal Injury
Broad Form Property Damage
Premises – Operations
Completed Operations

This coverage shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by automobile liability under the contract. Policy coverage must be on an occurrence basis.

General Contractor waives all rights against City and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by commercial general liability or commercial umbrella liability insurance maintained pursuant to this agreement.

Business Auto and Umbrella Liability Insurance –

The General Contractor shall procure and shall maintain business automobile liability, and if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each occurrence, \$2,000,000 aggregate.

Such insurance shall cover liability arising out of any auto (including owned, hired, and nonowner autos).

General Contractor waives all rights against City and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by General Contractor pursuant to this agreement or under any applicable auto physical damage coverage.

All companies providing insurance required by the contract must be obtained from insurance companies that are duly licensed or authorized in Georgia to issue insurance policies for the required limits and coverages. For all contracts, regardless of risk, companies providing insurance under this contract shall have an A.M. Best rating of A-VII or better.

SECTION IV GENERAL CONDITIONS

COMMENCEMENT OF WORK AND WORK PERIOD

The City of Austell expects to award the contract on Monday August 03, 2026. Work may begin immediately following award on Tuesday August 04, 2026. Project timeline that includes the estimated start and anticipated completion dates and times should be submitted in the Bid.

CONTRACTOR'S USE OF PREMISES

Work may be performed Monday through Saturday from the hours of 6:00 AM to 8:00 PM. The Contractor shall always keep the work area, including storage areas, free from accumulation of waste materials.

SAFETY

The Contractor shall comply with all OSHA requirements associated with the work within this contract.

The Contractor shall employ only such workers as are skilled in the tasks to which they are assigned. The City reserves the right to require the Contractor to remove and/or not to assign any employee the City deems incompetent, careless, insubordinate, or otherwise objectionable to working on City projects.

All Personnel shall be equipped with the required Personal Protective Equipment as required by safety standards, provided by the Contractor. Personnel shall have all tools as required to perform the duties of each position held.

RESPONSIBILITIES

The Contractor shall, at no additional cost to the City of Austell, comply with all applicable federal, state, and local laws, ordinances, codes, rules, regulations requirements related to the performance of the work.

The Contractor shall be responsible for any damage to persons or property resulting from the Contractor's actions, omissions, fault, or negligence. If the Contractor fails to take appropriate corrective action, the City of Austell reserves the right to withhold payment until such damages have been satisfactorily corrected or to make the necessary repairs and charge the Contractor for all associated costs.

The Contractor shall be responsible for all materials furnished and all work performed under the contract until the work has been completed and formally accepted by the City of Austell. This responsibility shall remain in effect except for any portion of the work that has been separately completed and accepted by the City in accordance with the terms of the contract.

PROTECTION OF EXISTING EQUIPMENT, UTILITIES, AND IMPROVEMENTS

It is the Contractor's responsibility to verify locations and depths of utilities sufficiently in advance of construction such that necessary adjustments may be made to allow for the proper installation. The Contractor shall protect from damage to all existing improvements and utilities (a) at or near the work site, and (b) on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the city may have the necessary work performed and charge the cost to the Contractor.

SUBCONTRACTORS

If work is performed by a subcontractor, the Contractor shall remain fully liable and responsible for the work done by the subcontractor and shall assure compliance with all requirements of the contract.

The Contractor must provide the City notice of the identity of all subcontractors hired by the Contractor within five days of hiring the subcontractor. The Contractor must obtain affidavits from his or her subcontractors swearing that the subcontractor is registered for and participates in the E-Verify program. The affidavits must be provided to the local government within five business days of the subcontractor being hired to work on the job.

SECTION V. BID SPECIFICATIONS

Scope of Work for Fire Station 72 – Training Room Additon / Renovation

Project Overview

The contractor shall furnish all labor, materials, equipment, supervision, and incidentals necessary to complete the renovation and structural expansion of the existing engine bay at Fire Station 72 to accommodate an expanded training area and office spaces. All work shall be completed in accordance with applicable local, state, and federal building codes and regulations.

Demolition Scope

The contractor shall perform complete demolition of the existing engine bay roof system and associated components, including but not limited to:

- Removal and disposal of all existing roofing shingles within the renovation area
- Removal and disposal of all existing OSB roof sheathings within the renovation area
- Removal and disposal of all existing roof trusses
- Removal and disposal of existing sheetrock ceiling within the engine bay
- Removal and disposal of all insulation materials

- Removal and disposal of vinyl soffits
- Removal and disposal of gutters and downspouts
- Disconnect, remove, support, or relocate existing electrical systems, lighting, conduit, wiring, devices, and equipment that interfere with demolition or construction activities.
- Remove and temporarily store two (2) existing ceiling-mounted furnaces and associate ductwork, gas piping, electrical connections, supports, and controls as necessary to facilitate construction.
- Shore and brace all existing walls as required to maintain structural integrity during demolition and reconstruction.
- Cut and create an access opening through the existing CMU/block wall to connect the renovated area into the existing structure.
- Provide crane services necessary for safe removal of existing trusses.
- Support, protect, or temporarily remove existing fire sprinkler piping and components as required for construction activities.
- If any portion of the sprinkler system is removed, the contractor shall reinstall and return the system to full operational status upon project completion.
- Provide all necessary temporary weather protection during construction operations.
- The City will be responsible for removing all bay door hardware, openers, and tracks from ceiling area.

The contractor shall provide all dumpsters, hauling, disposal fees, crane services, and site cleanup necessary for demolition and construction activities.

Construction Scope

The contractor shall construct a new roof and second-level support system over the existing engine bay area.

Construction shall include, but not be limited to, the following:

Structural Framing

- Provide engineered wood trusses capable of free spanning approximately 70 feet with an overall building width of approximately 50 feet.
- Furnish engineered drawings and calculations stamped by a licensed structural engineer.
- Provide crane services necessary for lifting and installation of new trusses.
- Install all trusses, bracing, connectors, and structural supports in accordance with manufacturer specifications and engineered plans.
- Install new subfloor system for second floor occupancy.

Interior Build-Out

Construct an elevated interior space within the truss system to include:

Offices

- Four (4) offices measuring approximately 12 feet x 12 feet each.

Hallway

- One hallway measuring approximately 8 feet x 24 feet connecting offices to training room.

Training Room

- One training room measuring approximately 25 feet x 32 feet.

Ceiling Heights

- All newly constructed occupied spaces shall maintain a minimum finished ceiling height of 8 feet.

Mechanical, Electrical, and Fire Protection

- Reinstall two (2) existing ceiling-mounted furnaces in locations coordinated with the new construction.
- Reconnect all gas, electrical, controls, and ductwork associated with the furnaces.
- Test and verify proper operation of all heating equipment upon completion.
- Reinstall, relocate, modify, or replace electrical systems impacted by construction as required.
- Replace all existing exterior lighting fixtures affected by construction and upgrade to LED fixtures.
- Reconnect all lighting, receptacles, switches, controls, and associated electrical equipment affected by the renovation.
- All exterior lighting shall be fully operational upon project completion.
- Reinstall, modify, and test the fire sprinkler system as required to accommodate the new construction and ensure compliance with applicable fire codes.

Roofing & Exterior

- Replace roof sheathing and roofing shingles only within the renovated roof area.
- Flash and integrate the renovated roof area into the existing gear room structure to provide a complete weather-tight transition.
- Install new vinyl soffit system.
- Install gutters and downspouts as required within the renovation area.
- Remove existing stucco finishes disturbed by construction and replace with vinyl exterior finish to match the existing gear room in color, profile, and appearance.
- Contractors shall provide seamless transitions between new and existing exterior construction.
- Ensure all roofing and exterior systems are weather-tight upon completion.
- The City will be responsible for re-installing all bat door hardware, openers, and tracks.

General Requirements

- All work performed shall be completed by a Georgia licensed contractor.
- Contractors should verify all field dimensions prior to fabrication and installation.
- All structural and mechanical work shall have documentation of completion to code by a third-party inspector or engineer.
- Contractors shall always maintain a safe and clean work site.
- Contractors shall protect existing building components not designated for demolition.
- Contractor shall provide final cleanup upon project completion.
- Any modifications to electrical, mechanical, gas, or life safety systems shall be performed by qualified contractors.
- All fire protection systems shall be tested and approved prior to project closeout.
- All electrical and mechanical systems affected by construction shall be fully operational upon project completion.
- Finished construction shall maintain the architectural character and appearance of the existing station and gear room.

Structural Warranty Requirements

1. Scope of Warranty

The Contractor shall provide a **minimum 10-year structural warranty** covering all load-bearing elements of the project, including but not limited to:

- Load-bearing walls and columns.
- Beams, girders, and trusses
- Roof framing systems

2. Coverage Terms

The warranty must:

- Guarantee that all structural components are free from defects in materials and workmanship.
- Cover repair or replacement costs for any structural failure resulting from design, material, or construction deficiencies.

3. Exclusions

The warranty may exclude:

- Damage caused by natural disasters beyond design specifications (e.g., earthquakes, floods).
- Alterations or modifications made after project completion without prior written approval.

4. Documentation

The Contractor shall provide:

- A signed warranty certificate upon project completion.
- Clear instructions for warranty claims.

5. Compliance: The warranty must comply with all applicable building codes, industry standards, and local regulations

Roofing Warranty

Warranty Requirements

The Contractor shall provide a written Roofing Workmanship Warranty covering all labor and installation-related defects for a **minimum period of [10] years** from the date of substantial completion.

The warranty shall:

1. Scope of Coverage

- Cover defects in workmanship, including but not limited to improper installation, fastening, flashing, sealing, and alignment.
- Include corrective action at no cost to the Owner, including labor, materials, and associated expenses.

2. Manufacturer's Warranty

- Provide the full manufacturer's material warranty for the roofing system, with a minimum coverage period of [10] years.
- Ensure the manufacturer's warranty remains valid through proper installation and registration.

3. Exclusions

- Normal wear and tear, damage from acts of God, or alterations by parties other than the Contractor are excluded.

Deliverables

The contractor shall provide:

- Engineered structural drawings.
- Material submittals.
- Construction schedule.
- Structural Warranty documentation.
- Final inspection approvals.
- Fire sprinkler testing and inspection documentation.
- Mechanical startup and testing documentation.
- Electrical testing and inspection documentation.
- Roofing warranty documentation.
- As-built drawings upon completion.





