



Department of Purchasing & Contracting
1300 Commerce Drive, 2nd Floor
Decatur, Georgia 30030
Fax: (404) 371-7006

Date: December 1, 2021

Request for Quotation No. 21-3003757

POURED-IN-PLACE INSTALLATION AND REPAIR SERVICES

DeKalb County, Georgia is requesting a quotation from qualified bidders who can demonstrate substantial experience in poured-in-place (PIP or PNP) surfacing for playgrounds throughout the DeKalb County Park System. The County is looking to award a 1 year contract with up to two options to renew, however it reserves the right to renew the contract or solicit new services each renewal year.

I. Proposed Term:

One (1) year with 2 Options to Renew

II. Attachments:

- A. Scope of Work
- B. Quote Form
- C. Reference Form and Reference Check Release Statement
- D. Bidder Affidavit
- E. Insurance Requirements

III. Payment Terms:

The County's official payment terms are Net 30

IV. Scope of Work:

See Attachment A

V. Federal Work Authorization Program:

All qualifying contractors and subcontractors performing work with DeKalb County, Georgia must register and participate in the federal work authorization program to verify the work eligibility information of new employees. In order for a Quotation to be considered, it is mandatory that the Bidders Affidavit, Attachment D, be completed with bidder's quote.

VI. Due Date:

All questions are due to Toneya Dawson, via email at tbdawson@dekalbcountyga.gov on or before 5:00 p.m. EST on December 6, 2021.

Additional Information/Addenda

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date. Bidders should not rely on any representations, statements or explanations other than those made in this RFQ or in any addendum to this RFQ. Where there appears to be a conflict between the RFQ and any addenda issued, the last addendum issued will prevail. It is the responsibility of the Bidder to ensure awareness of all addenda issued for this solicitation. Please acknowledge the addenda and submit to the DeKalb County Department of Purchasing and Contracting as requested. Bidders may contact the above listed contact person to verify the number of addenda prior to submission. Addenda issued for this RFQ will be posted on DeKalb County's website, <https://www.dekalbcountyga.gov/informalbids>. Bidder should regularly check the County's website for addenda.

Quotes are due on or before 3:00 p.m. EST on December 9, 2021. Bidder must complete and return the quote form, reference form, bidder affidavit and provide a copy of Bidder's valid business license to DeKalb County by email to the attention of Toneya Dawson or email to tbdawson@dekalbcountyga.gov.

All quotes are to be provided on Attachment C, Quote Form.

THE COUNTY RESERVES THE RIGHT TO REJECT ANY AND ALL QUOTES, TO WAIVE INFORMALITIES, AND/OR TO RE-ADVERTISE.

Thank you for your interest in doing business with DeKalb County.

Sincerely,

Toneya Dawson

Toneya B. Dawson

Procurement Technician

Department of Purchasing and Contracting

DR/tbd

ATTACHMENT A

SCOPE OF WORK

A. SCOPE OF WORK

The general scope of services required for installation and repair services includes, but is not necessarily limited to, the following:

1. Installation/Repair

- a. Install new PIP based on approved construction documents or on site meeting.
- b. Restoration of all disturbed areas to include topsoil and turf seeding that were disturbed during services performed.
- c. Site Preparation, Excavation, Removal and disposal of spoils if necessary.
- d. Provide waste receptacle if required to accommodate excess construction debris.
- e. Must have all underground utilities marked prior to installation.
- f. All services performed must follow ASTM & CPSC Guidelines.
- g. Price includes cutting out worn areas, disposal and installation of new surface.
- h. Price includes any stone necessary to fill sink holes.
- i. Price includes all freight, vehicle and travel expenses.
- j. Match all surfaces to existing, which includes color and/or texture and elevation.

B. PRICING

The successful bidder will submit a cubic foot estimate to perform any of the Tasks listed above with this RFQ. The material and labor cost associated with each project assignment will be quantified and estimated for each project assignment per DeKalb County and added into the overall cost of each request for repairs and installation. Each project assignment will be communicated on site by DeKalb County personnel prior to receiving the cost associated with the project based on the depth and sq. footage. Each site visit is mandatory at the request of DeKalb County personnel and no charge for the site visit will be added into the overall project cost.

C. LICENSES, PERMITS & TAXES

The successful bidder shall obtain all required licenses, permits, or other requirements in order to fully perform the scope of work in this solicitation. The successful bidder is responsible for contacting 811 prior to any digging at any DeKalb site.

D. UTILITY AND FENCE REPAIR

The successful bidder shall safeguard and repair any damage caused to utility lines and fences during work. If the successful bidder damages utilities and fence due to negligence, the successful bidder is required to pay the full amount of the repair cost.

E. WASTE AND TRASH REMOVAL

Removal of the successful bidder's waste and trash from the site area and transfer to designated waste receptacles will be the sole responsibility of the successful bidder. Should it become necessary for the County to remove waste or trash, the successful bidder will be billed for all costs associated with trash removal. The County's method of removal shall be at the County's discretion.

F. MINIMUM QUALIFICATION REQUIREMENTS

Bidders must demonstrate the minimum qualifications in order to be considered for award of the proposed agreement. The successful bidder must have a minimum of five (5) Years of experience within the last five (10) years in PIP services. A copy of the bidder's company name, either owned or worked for, phone number, location and website. The successful bidder must also provide three (3) business references, including both previous managers and customers.

G. THE PREMISES

No alterations shall be made or undertaken to the premises without written approval from the Department of Recreation, Parks and Cultural Affairs.

Contractor agrees to accept the premises and all buildings, improvements and equipment thereon in their current, as-is condition without any representation, or warranty of any kind by County.

Contractor shall not use or permit the use of any portion of the premises for the storage, treatment, use, production or disposal of any hazardous substances or hazardous waste other than those which are store or used in accordance with all applicable laws, rules and regulations.

Contractor agrees not to abandon or vacate the Premises without cause.

H. SITES

The successful Responder(s) will provide an estimate as requested from the DeKalb County Recreation, Parks and Cultural Affairs Department when requested to perform installation services or repair services at any DeKalb County Park location. The locations include, but are not limited to the following:

1. Exchange Park – 2771 Columbia Drive, Decatur
2. Gresham Park – 3113 Gresham Road, Atlanta
3. BrownsMill Park – 5099 BrownsMill Road, Lithonia
4. LaVista Park – 1319 Brookforest Drive, Atlanta
5. Lithonia Park – 2501 Park Drive, Lithonia
6. Medlock Park – 874 Gaylemont Circle, Decatur
7. Wade Walker Park – 5585 Rockbridge Road, Stone Mountain
8. Shoal Creek I – 3649 Glenwood Road, Decatur
9. Shoal Creek II – 3643 Glenwood Road, Decatur

ATTACHMENT B

QUOTE FORM

Unit Of Measure: Cubic Foot	Unit Price: Per Cubic Foot
	\$
Note To Bidder: Please list how much you will charge per Cubic foot. Please take into consideration the length, width, and depth.	

The responder declares that he has carefully examined, RFQ No. 21-3003757, Poured-In-Place Installation and Repair Services, the Scope of Work contained, and that he proposes and agrees, that if his quote is accepted, to provide the necessary services and furnish all material and labor specified in this RFQ, or necessary to complete the work in the manner therein specified within the time specified, as therein set forth for the unit price per cubic foot.

Unit Price Per Cubic Foot \$ _____ \$ _____
(State amount in writing on this line) (In Figures)

Bidders Name _____ Phone Number _____

Address _____

Email _____

ATTACHMENT C

REFERENCE FORM AND REFERENCE CHECK RELEASE STATEMENT

List below at least three (3) references, including company name, contract period, contact name, email address, telephone numbers and project name of individuals who can verify your experience and ability to perform the type of service listed in the solicitation.

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

REFERENCE CHECK RELEASE STATEMENT

You are authorized to contact the references provided above for purposes of this RFQ.

Signed _____ Title _____

(Authorized Signature of Proposer)

Company Name _____ Date _____

ATTACHMENT D

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned verifies its compliance with O.C.G.A. § 13-10-91, as amended, stating affirmatively that the bidder submitting a bid, contractor, firm or corporation which is contracting with DEKALB COUNTY, GA, a political subdivision of the State of Georgia, has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, as amended]. The affiant agrees to continue to use the federal work authorization program throughout the contract period.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the COUNTY, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91, as amended, on the Subcontractor Affidavit form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the COUNTY, within five (5) days from when the subcontractor(s) is retained to perform such service.

BY: Authorized Officer or Agent
(Bidder's Name)

Federal Work Authorization
Enrollment Date Number

Title of Authorized Officer or Agent of Bidder

Identification Number

Printed Name of Authorized Officer or Agent

Company Name & Address (do not include a post office box)

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 2021

Notary Public

My Commission Expires: _____

ATTACHMENT E
INSURANCE REQUIREMENTS

IMPORTANT NOTICE

IMPORTANT – PLEASE READ CAREFULLY & FOLLOW INSTRUCTIONS LISTED HEREIN

Insurance must meet the County’s requirements and will be furnished by the successful Bidder(s) upon award.

1. Successful Bidder(s) will advise their insurance agent of the County’s requirements as listed below and that they may not proceed with any work until insurance is provided that is in compliance with these requirements.
2. Contractor’s insurance company or agent must mail, email, or bring an Original certificate of insurance and applicable declarations or endorsements to the DeKalb County address listed within this Insurance provision. Insurance must be from companies able to do business in Georgia and acceptable to the County as follows:
 - a. Certificates must cover:
 - i. Statutory Workers Compensation
 - ii. Employer’s liability insurance by accident, each accident **\$1,000,000**
 - iii. Employer’s liability insurance by disease, policy limit **\$1,000,000**
 - iv. Employer’s liability insurance by disease, each employee **\$1,000,000**
 - v. Business Auto Liability Insurance with a minimum \$500,000 Combined Single Limit/Each Occurrence (Including operation of non-owned, owned, and hired automobiles).
 - vi. Commercial General Liability Insurance
 1. Each Occurrence - \$1,000,000
 2. Fire Damage - \$250,000
 3. Medical Expense - \$10,000
 4. Personal & Advertising Injury - \$1,000,000
 5. General Aggregate - \$2,000,000
 6. Products & Completed Operations - \$1,500,000
 7. Contractual Liability where applicable
 - b. DeKalb County, GA shall be named as Additional Insured under any General Liability, Business Auto and Umbrella Policies. Coverage shall apply as Primary and non-contributory with Waiver of Subrogation in favor of DeKalb County, Georgia. Such additional insured coverage shall be endorsed to Contractor’s policy by attachment of ISO Additional Insured Endorsement forms CG 20 10 10 01 (ongoing operations) and CG 20 37 10 01 (products- completed operations), or form(s) providing equivalent coverage.

- c. This insurance for the County as the additional insured shall be as broad as the coverage provided for the named-insured Contractor. It shall apply as primary insurance before any other insurance or self-insurance, including any deductible,
- d. Contractor agrees to waive all rights of subrogation and other rights of recovery against the County and its elected officials, officers, employees or agents, and shall cause each Subcontractor to waive all rights of subrogation for all coverages.
- e. Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least sixty (60) days prior written notice to the County.
- f. Contractor understands and agrees that the purchase of insurance in no way limits the liability of the Contractor.
- g. The insurance carrier must have a minimum A.M. Best's rating of not less than "A" (Excellent) with a Financial Size Category of VII or better.
- h. Certificates to contain policy number, policy limits and policy expiration date of all policies issued in accordance with this contract.
- i. Certificates to contain the location and operations to which the insurance applies.
- j. Certificates to contain successful contractor's protective coverage for any subcontractor's operations. If this coverage is included in General Liability, please indicate on the Certificate of Insurance.
- k. Certificates to contain successful contractor's contractual insurance coverage. If this coverage is included in the General Liability, please indicate this on the Certificate of Insurance.
- l. Certificates shall be issued and delivered to the County and must identify the "Certificate Holder" as follows:
- m. The successful contractor shall be wholly responsible for securing certificates of insurance coverage as set forth above from all subcontractors who are engaged in this work.

**DeKalb County, Georgia
Director of Purchasing & Contracting
The Maloof Center, 2nd Floor
1300 Commerce Drive
Decatur, Georgia 30030**