

DOUGLAS COUNTY, GEORGIA, BOARD OF COMMISSIONERS
Purchasing Department
1/2016
REQUEST FOR PROPOSALS
Solicitation No. 16-005
Architectural / Design Services – Transportation Center Expansion

The Douglas County Board of Commissioners and its Rideshare/Multi-Modal Transportation Services Division are seeking a qualified consultant/architect to design an expansion/addition to the Douglas County Multi-Modal Transportation Center administrative/customer service building located at 8800 Dorris Road in Douglasville, GA.

The current administrative/customer service building has a 6,500 square footprint that includes a large, open lobby/waiting area, offices, a customer service counter and approximately 750 square feet of space that was previously occupied by a credit union.

The addition/expansion will include approximately 3,500 square feet in additional space. Preliminary plans are to attach the addition to the southwest side of the building, connecting it with the space formerly occupied by the credit union.

All information for interested bidders, and RFP documents may be obtained at the office of the Douglas County Purchasing Department, (770.920.7247), located on the third floor of the Douglas County Courthouse, at 8700 Hospital Drive, Douglasville, Georgia.

Sealed RFP in response to this Request for Proposal will be received by the:

Douglas County Board of Commissioners
Bill Peacock - Purchasing Director
3rd Floor
8700 Hospital Drive
Douglasville, Georgia 30134

The RFP due date is March 30, 2016 no later than 2:00 PM ET. RFPs will be opened at 2:00 PM ET on the RFP Due Date in the Purchasing Bid Opening Room on the third floor of the Courthouse. One (1) unbound original and three (3) copies of the Proposal and Pricing Information must be received at the Purchasing Department's office not later than 2:00 p.m. March 30, 2016. You are invited to attend, or submit your RFP prior to the deadline. Each response should be marked on the outside of the envelope with: "Sealed RFP for Architectural / Design Services – Transportation Center Expansion, 16-005." RFPs may be mailed or hand delivered to the Purchasing Department.

A Pre-proposal Conference / Site Visit will be held at the Douglas County Multi-Modal Transportation Center Administrative/Customer Service building located at 8800 Dorris Road in Douglasville, GA on February 24, 2016 at 10:00 AM ET. Attendance is encouraged but is not mandatory. All questions must be received by 5:00 P. M., E.T., FRIDAY MARCH 4, 2016 either by e-mail, mail or fax. (No questions by telephone will be accepted. All responses will be provided by or no later than 5:00 P.M., E.T., THURSDAY MARCH 10, 2016.). No other County staff or officials associated with this Project should be contacted regarding this bid. DOING SO, MAY RESULT IN BIDDER'S DISQUALIFICATION.

Douglas County reserves the right to waive any informalities, to reject any and all RFPs, to evaluate RFPs, to accept portions of any RFPs and to accept any RFP, which in its opinion, may be in the best interest of the County. The County reserves the right to add to or delete from the contract after the contract has been awarded.

No RFP will be received or accepted after the above specified date and time of the RFP opening. RFPs submitted after the designated date and time will be deemed invalid and returned unopened to the bidder.

No RFP may be withdrawn within thirty (30) days after the RFP opening and all RFPs shall remain firm during this period.

Ad Dates: 2/10 & 2/12