

Spalding County Board of Commissioners

**Request for Proposal for Construction of Athletic Floor System for AMBUCS Park
Community Center, Spalding County, Georgia
Project Number 2027-003**

Spalding County Government, a vibrant and progressive public entity, is seeking proposals from a contractor for the construction of an indoor athletic floor system at AMBUCS Park Community Center, 1110 High Falls Road, Griffin, Spalding County, Georgia 30223.

Our vision for this renovation project is to enhance the functionality and longevity of our gymnasium/community center while maintaining the character and accessibility that serves our community's needs. The installation of a high-quality athletic flooring system is a critical component of this effort. We seek solutions that balance durability, performance, and sustainability, ensuring the space supports a wide range of recreational and athletic uses. We value partners who bring demonstrated expertise, innovative approaches, and a strong understanding of material performance, installation standards, and long-term maintenance considerations.

Responses to this solicitation are due no later than **2:00 p.m. ET on Wednesday, July 1 2026**. Sealed responses are due to **Mitzy Campbell, Procurement Director, PO Box 1087, Griffin, Georgia 30224** by mail or courier or in person at **119 E Solomon Street, Griffin, GA 30223**. Spalding County is not responsible for bids not being delivered due to delivery and/or postal services. Upon receipt of proposals, a review team will evaluate the proposals and recommend to the Board of Commissioners the top-ranked firm or firms for an interview.

The complete RFP document is available for review at the Spalding County website (<https://www.spaldingcounty.com>) or the Georgia Procurement Registry website at (<https://ssl.doas.state.ga.us/gpr/>).

Legal ad to run a total of four (4) weeks.
Please run the attached legal ad for the following dates:

Saturday, June 06, 2026
Saturday June 13, 2026
Saturday, June 20, 2026
Saturday, June 27, 2026

I. Purpose

Spalding County Board of Commissioners (“County”) is soliciting proposals from qualified bidders to provide construction of an indoor athletic floor system at AMBUCS Park Community Center for Spalding County, Georgia.

II. Instructions to Respondents

A. All responses to this Request for **Proposal** shall be delivered to:

Spalding County Board of Commissioners Attn: Procurement Director

PO Box 1087

Griffin, Georgia 30224

or

Spalding County Board of Commissioners Attn: Procurement Director

119 E Solomon Street

Griffin, Georgia 30223

- B. Please place one (1) original and three (3) copies of your response in a sealed envelope and clearly labeled in the lower left corner **“Solicitation No. 2027-003 Request for Proposal for construction of indoor athletic floor system, Wednesday, July 1, 2026.”** No faxed, emailed, or telephone statements will be accepted.
- C. All responses must be received by **July 1 at 2:00 p.m. ET**, at which time they will be opened. It is the responsibility of the respondent to ensure that the RFP is received by Spalding County by the date and time specified above. Late responses will be returned to the respondent unopened. To ensure a fair review and selection process, firms submitting proposals are specifically requested not to make other contact with Spalding County staff regarding this request.
- D. Any questions regarding this Request for Proposal shall be in writing by email to mcampbell@spaldingcounty.com. No questions shall be received **after 5:00 p.m. ET, Friday, June 19, 2026**. Responses will be provided in an addendum by **5:00 p.m. ET, Tuesday, June 23, 2026**. No other County Staff or officials associated with this project should be contacted regarding this RFP. **DOING SO MAY RESULT IN DISQUALIFICATION.**
- E. All addenda, notices, additional information, etc. will be posted to Spalding County’s website at www.spaldingcounty.com under the Purchasing Departments bid opportunities.
- F. Bid should refer directly to project plans for AMBUCS Park Indoor Athletic Floor System project number **2027-003**
- G. Attendance at the pre-bid site visit location: AMBUCS Park Community Center Project location: **1110 High Falls Road, Griffin, GA, 30223) on Thursday, June 11, 2026, starting at 10:00 AM will be mandatory to bid.**

III. Time Schedule

The following schedule is supplied as a guideline rather than a set of absolute deadlines. The County reserves the right to modify or alter the schedule as needed.

Event	Date & Time
Issue RFP – First Advertisement	Saturday, June 06, 2026
Second Advertisement	Saturday, June 13, 2026
Mandatory Site Visit	Thursday, June 11, 2026; 10:00 AM ET
Third Advertisement	Saturday, June 20, 2026
Questions Due	Friday, June 19, 2026; 5:00 PM ET
Fourth Advertisement	Saturday, June 27, 2026
Addendum/Responses to Questions	Tuesday, June 23, 2026; 5:00 PM ET
Deadline for submittal of RFP	Wednesday, July 1, 2026; 2 PM ET
Interviews (if needed)	Week of July 6, 2026
BOC Award	TBD July 6 or 20, 2026; 6:00 PM ET

IV. Terms and Conditions

- A. The County reserves the right to reject any and/or all Proposals, call for new Requests for Proposals, to waive any informalities in a proposal, and to select the qualified parties. The County reserves the right to accept, reject, and/or negotiate all proposals or parts of proposals deemed by the Board of Commissioners to be in the best interest of the citizens of Spalding County.
- B. The County reserves the right to request clarification of information submitted and to request additional information from any respondent.
- C. The County reserves the right to award any contract to the next most qualified respondent if the successful respondent does not execute a contract within thirty (30) days after the selection of the respondent.
- D. Any proposal may be withdrawn up until the date and time set above for opening of the RFP responses. No proposal may be modified or withdrawn for a period of one hundred-twenty (120) calendar days thereafter.
- E. The professional services contract resulting from acceptance of a proposal by the County shall be in a form supplied or approved by the County and shall reflect the specifications in this RFP. The County reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFP, and which is not approved by Spalding County Board of Commissioners.
- F. Ownership of all data, materials, and documentation prepared for and submitted in response to this RFP shall belong exclusively to Spalding County and will be considered a public record and subject to public inspection in accordance with Georgia public records laws. Exceptions may be requested by the applicant, citing applicable statutory authority for holding specific information in confidence. The approval of exceptions will be in the sole discretion of the County.

- G. By submitting their proposal, all proposing parties certify that their proposals are made without collusion or fraud and that they have not offered or received any inducements from any other person or party in connection with their proposal, and that they have not conferred on any Spalding County employee or official having official responsibility for this procurement transaction of any payment, loan, subscription, advance, deposit of money, services, or anything of value of more than nominal value, present or promise, unless consideration of substantially equal or greater value was exchanged.
- H. By submitting their proposal, all proposing firms certify that they are not currently debarred from submitting bids or proposals on contracts by any agency of the State of Georgia and the federal government, nor are they an agent of any person or entity that is currently debarred from submitting bids on contracts by any agency of the State of Georgia or the federal government.
- I. Those submitting responses do so entirely at their expense. There is no expressed or implied obligation by the County to reimburse any individual for any costs incurred in preparing or submitting bids or providing additional information when requested by the County.

V. Scope of Services

The scope of work includes the construction of an athletic floor system at AMBUCS Park located at 1110 High Falls Road, Griffin, GA 30223. As shown in the plans accompanying this RFP, this is a new remodel of a 7,500 square foot, fully air-conditioned facility with restrooms administration office, concession, and storage area. The work also includes site preparation and all associated improvements required for construction of the new gym flooring within the AMBUCS Community Center.

Specifications

- Flooring system shall comply with ASTM F2772 – Standard Specification for Indoor Sports Floor Systems.
- The system shall provide consistent ball rebound comparable to a standard hardwood sports floor.
- Surface shall provide a coefficient of friction suitable for indoor court sports.
- System shall provide adequate impact attenuation for multi-sport use including basketball, pickleball and volleyball.
- Sport court lines for basketball, volleyball, pickle ball etc. in compliance with current regulations and specifications.
- All paint and colors shall be coordinated with Spalding County Parks and Leisure Services Department.
- Prepare and level floor in preparation for sport court product installation.

Project Materials

A. Athletic Floor System

- Provide and install ElastiPlus 7+2 pad and pour athletic floor system
- Install in accordance with manufacturer specifications and applicable codes

B. Wall Base and Transitions

- Install black cove base along all gymnasium walls
- Install transitions at all doorways and openings

- C. Game Line Striping
 - One (1) basketball court
 - One (1) volleyball court
 - Two (2) pickleball courts
 - Striping shall meet regulation standards and use durable coatings

VI. Add Alternate

Alternate – Tile Removal

- Provide separate pricing for tile removal
- Include demolition, haul-off, and disposal

VII. Contractor Responsibilities

- Verify Court dimensions
- Coordinate work with facility operations
- Follow all safety regulations
- Provide warranties
- Maintain clean job site

VIII. Bid Requirements

All bids must include the following:

- Completed Bid Form
- Company profile
- Contractor qualifications and experience must include the total number of completed projects and provide three references for completed indoor sports courts. Project timeline and milestones
- Itemized cost estimate which correlates with the accompanying plans
- Proof of compliance with E-Verify standards
- Proof of insurance coverage including:
 - General liability insurance: minimum of \$1,000,000
 - Workers' compensation insurance: minimum of \$1,000,000
 - Vehicle liability insurance: minimum of \$1,000,000

IX. Submission Requirements

- A. Summarize the bidder's unique qualifications in providing services related to this request including brief history of the company/firm, size, structure, and areas of practice.
 - If request is for professional services, please provide resumes, certifications, and licenses to include professional backgrounds of those working with Spalding County and/or directly responsible for the project.

B. Experience

- Provide experience working with and/or advising local and county governments.
- Provide at least three (3) professional references including the names, addresses, telephone numbers, email addresses, preferably references similar to Spalding County for the specific work requested in the bid.
- Provide documentation of workload capacity commensurate with the level of service required by the County.

C. Understanding the required services and quality assurance.

- Provide a list of all local agencies or clients the respondent now supports which may cause a potential conflict of interest with Spalding County Board of Commissioners.
- Describe how the respondent protects client confidentiality. This applies to all information and communications, including electronic communications, unless available to the public through a public records request and otherwise not subject to specific exemption.
- Describe the respondent’s intended approach to communicate with the County regarding progress reports, status reports, recommendations, status of opinions, etc.

X. Selection Criteria

The relevant experience of each assigned party will be evaluated as it relates to the scope of services. A committee will review the responses to the Request for Proposal and will make a recommendation to the Spalding County Board of Commissioners. The committee may elect to conduct interviews with any shortlisted person(s) or firm(s).

Proposals will be evaluated based on the criteria and scoring system shown below:

EVALUATION CRITERIA	WEIGHT GIVEN
Experience of bidder (company) related to Gymnasium Floor or government facility construction	30
Ability to complete by 90 days after PO Issuance	30
Responsiveness of bid documents	20
Responsiveness of references	20

XI. Contract

A. Contract Negotiations: Upon selection of the most qualified respondent based on demonstrated competence and qualifications for the type of professional services required, the County will negotiate payment terms which it determines is fair and reasonable and negotiate any other portion of the contract deemed necessary. In the event the County is not able to negotiate successfully with the top ranked respondent, the County shall cease negotiations with that respondent and either begin negotiations with the next ranked respondent or may choose to cancel the solicitation in its entirety. Award shall be made to the respondent whose submittal and subsequent negotiation is most advantageous to the County. The County reserves the right to renegotiate terms as needed to obtain the most cost-effective services.

- B. Termination of Contract: This contract may be terminated, in whole or in part, at any time by mutual written consent, or by the County, with or without cause, upon giving sixty (60) days written notice to the successful respondent. If this contract is terminated, the County shall be liable only for payment under the payment provisions of the contract for services rendered and accepted material received by the County before the effective date of termination.

AMBUCS Park Community Center Athletic Floor Project
Solicitation No.: 2027-003

1. Company Information

Company Name: _____

Address: _____

City, State, Zip: _____

Primary Contact Name: _____

Title: _____

Phone Number: _____

Email Address: _____

2. Bid Submission Checklist

- One (1) Original Copy Submitted
- Three (3) Copies Submitted (Total 4)
- Company Profile Included
- Bidder Qualifications & Experience Included
- Three (3) References Provided
- Project Timeline & Milestones Included
- Itemized Cost Estimate Included
- Proof of E-Verify Compliance Attached
- Proof of Insurance Attached
- Licenses and Certifications Included (if applicable)
- List of Subcontractors Included

3. Insurance Verification

- General Liability Insurance (\$1,000,000 minimum)
- Workers' Compensation Insurance (\$1,000,000 minimum)
- Vehicle Liability Insurance (\$1,000,000 minimum)

4. Project Compliance

Ability to Meet Timeline (90 Days After PO Issuance):

YES NO

If NO, explain: _____

Mandatory Pre-Bid Site Visit Attendance:

YES NO

5. Certifications & Compliance

Firm is not debarred from State or Federal contracting

Bid submitted without collusion or fraud

Regulatory Compliance Ability to coordinate with utilities and county departments

6. Price Proposal

Total Lump Sum Bid Price: \$ _____

7. Payment Terms

8. Authorized Signatures

Authorized Representative Name: _____

Title: _____

Signature: _____