



NORTH GEORGIA HEALTH DISTRICT
District 1-2, Georgia Department of Public Health
K. Mills McNeill, MD, PhD
District Health Director
1710 Whitehouse Court
Dalton, Georgia 30720
Website: www.nghd.org



REQUEST FOR PROPOSAL

PURPOSE:

The Pickens County Health Department is soliciting proposals from qualified General Contractors for the interior renovation and remodel of the 6,425 square foot facility located at 60 Health Way, Jasper, GA 30143. The project aims to improve patient flow, privacy, accessibility, and overall client experience.

PROJECT SCOPE:

The contractor will provide all labor, materials, equipment, permits, fees, and supervision required to complete the project in compliance with applicable building codes and healthcare facility regulations. Selected contractor will be responsible for any required plans, engineering, and design.

The proposal shall address the following objectives:

1. Remodel of Clerical & Administration Area

Remodel and reconfigure over-sized clerical and administration area to maximize functionality, including:

- Removal and disposal of rolling file storage unit and tracks
- Removal and replacement of mounted workstations.
- Reconfiguration of patient intake and check-out to address HIPAA concerns, improve staff workflow, enhance public interface, and increase the number of intake windows to (3) total.
- New mounted workstations to outfit reconfigured space. Workstations should be functional, modern in design, and include locking file storage. In addition, workstation located at check-out shall include a locking drawer to accommodate cash till.
- Remodel and repurpose unused portions of clerical & administration area to create two (2) additional rooms, including an immunization room.
- Install four (4) dedicated circuits for vaccine refrigerators/freezers that will be relocated to new immunization room.

2. Create Larger Staff Breakroom

- Enlarge existing staff breakroom by removing walls to combine space with adjacent areas, including construction of necessary walls and doorways.
- Removal and replacement of existing breakroom kitchen cabinetry, sink, faucet, and countertop.



NORTH GEORGIA HEALTH DISTRICT 1-2

Cherokee: Canton (770) 345-7371 / Woodstock (770) 928-0133 Gilmer (706) 635-4363 Pickens (706) 253-2821
Fannin (706) 632-3023 Murray (706) 695-4585 Whitfield (706) 279-9600

3. Convert Restroom to ADA Compliance

Remodel and reconfiguration of area between Exam Room 1 and Exam Room 2, as necessary to convert existing restroom to meet ADA-compliant specifications, as well as accommodate access to restroom from inside each of the 2 exam rooms. (Will require removal of wall to combine Exam Room 2 with adjacent storage room.)

4. Convert Two Small Exam Rooms into One Larger Exam Room

Create larger exam room by combining Exam Room 3 and Exam Room 4, including but not limited to the following:

- Enclosure of the 2 existing doorways and relocation/construction of new doorway.
- Removal of existing cabinetry and sink.
- Relocation of existing plumbing for sink.
- New cabinetry, countertop, sink, and faucet.

5. Convert Two Exam Rooms into Offices

Exam Room 5 and Exam Room 6 will be repurposed to function as offices. The existing cabinetry, countertops, sinks, and faucets are to be removed and plumbing capped in both rooms.

6. Updated Restroom Fixtures

Removal and replacement of fixtures in all five (5) restrooms to include the following:

- Remove and replace toilets, sinks, and faucets.
- Faucets are to be replaced with touchless faucets.
- Remove and replace mirrors.
- Installation of wall-mounted grab bars
- Installation of wall-mounted toilet paper dispensers
- Installation of wall-mounted, hands-free soap dispensers and paper towel dispensers
- Installation of diaper changing stations in the two (2) lobby restrooms

7. Interior Painting

Interior painting of existing and modified spaces, including preparation. Preparations include, but are not limited to the following:

- Protection of furniture, windows and flooring
- Removal of all wall-hanging items
- Removal of electrical covers
- Removal of wallpaper
- Moving furniture and other office accessories
- Repair of walls, ensuring smooth surfaces
- Colors for the project are to be approved by the County Nurse Manager

8. Flooring

Removal of existing flooring and installation of new commercial grade flooring throughout, including preparation of sub-floor. Flooring selected for the project is to be approved by the County Nurse Manager.

9. LED Lighting

Removal and replacement of existing light fixtures with LED lighting throughout interior of building. Work is to include installation of additional lighting, as necessary, based on reconfiguration of layout.

10. Additional Items

In addition to the items listed elsewhere in this RFP, the following is needed:

- Installation of built-in cabinetry in alcove of conference room to include upper/lower cabinets, countertop, and space for beverage refrigerator.
- Removal and replacement of existing cabinetry and shelving in Drug Storage Room, including countertop. New cabinetry to include pull-out drawers on lower cabinets.
- Removal and replacement of existing cabinetry, countertops, sinks, and faucets in WIC Exam Room, H/V Screening Room, Exam Room 1, Exam Room 2, and Lab.
- Removal of existing door and installation of louvered door accessing computer network closet.
- Convert 2 doors in lab to swing outward including all framing and finish work to match existing construction where needed. Remove spring hinge/door closer from 3rd door and repair where needed.
- Evaluation and modification of existing HVAC configuration as necessary for changes to layout as well as to address current airflow issues.
- Installation of hands-free bottle filling station water fountain in designated space between lobby restrooms.
- Replacement of ceiling tiles throughout building as necessary, so tiles are consistent.
- Relocate and/or install electrical wall outlets for wall-mounted televisions in the following rooms: Lobby, Conference Room, Staff Breakroom, and Employee Wellness Room.
- Contractor will consult with the Pickens County Health Department IT Director to ensure outlets, network drops, and other IT needs are addressed.

PROPOSAL REQUIREMENTS:

Proposal should include:

- Contractor information and contact details
- Experience and Qualifications
- Proposed design and approach
- Project Timeline
- Cost proposal (itemized)
- Three references
- Proof of licensure, insurance, and bonding
- E-Verify Affidavit

PROPOSAL EVALUATION:

Proposals will be evaluated by a review committee based on the following criteria:

- Experience & Qualifications of the contractor
- Proposed Design & Approach to the remodel
- Proposed Timeline
- Cost effectiveness

SITE VISIT:

A site location walkthrough will be held, by appointment only, for contractors to view, measure and evaluate the facility for accurate quoting.

To schedule an appointment, contact:

Kathy Brock
Pickens County Health Department
706-264-7436
Kathy.brock@dph.ga.gov

QUESTIONS:

All questions concerning this RFP must be submitted in writing to: Kathy.brock@dph.ga.gov no later than **June 26, 2026**. Responses to timely submitted questions will be issued by a written addendum.

PROPOSAL SUBMISSION:

Due Date: **July 10, 2026**

Send proposals to:

Amber Coley
North Georgia Health District
1710 Whitehouse Court
Dalton, GA 30720
Amber.Coley@dph.ga.gov