



REQUEST FOR PROPOSAL

FOR

Rose Avenue at Roselake Circle / Fairways Drive

Intersection Improvements

RFP 2026-002

ISSUE DATE: June 15, 2026

DUE DATE: July 16, 2026

I. **GENERAL PROJECT INFORMATION AND BACKGROUND:** The City of Douglasville (the “City” or “Owner”) is seeking to add improvements to the Rose Avenue at Roselake Circle / Fairways Drive intersection. This project will upgrade the traffic signal and upgrade the signing, striping and sidewalks at the Rose Avenue intersection. The traffic signal will include mast arms and video detection with underground connectivity.

II. **SCOPE OF SERVICES:** The project includes but is not limited to the following:

A. Construction Phase

1. Contractor must attend the Pre-Bid Conference
2. Contractor must maintain the flow of vehicular traffic during intersection improvements
3. Contractor must maintain the flow of pedestrian traffic during intersection improvements
4. Additional and extension of striping, crosswalks, and stop bars surrounding each intersection as outlined in Exhibit B
5. Installation of sidewalks with ADA compliant ramps as designed in Exhibit B
6. Contractor shall provide all labor, materials, equipment, and engineering needed to deliver the reconfigured intersections.

All Local, County, State, and Federal codes and regulations must be followed.

Once a contract is executed between the City of Douglasville and the successful Proposer will be required to deliver the services required by this RFP by the members of the proposed project team. The City of Douglasville must first approve any change in, or substitution of, project team members, including any contractor or, sub-contractor, in writing.

B. Pre-proposal Meeting

A **MANDATORY** pre-proposal Conference will be held June 25, 2026, at 11:00 AM EST, at Jessie Davis Park, Suite 300, 7775 Jessie Davis Park Road, Douglasville, GA 30134. **All firms intending to respond to this Request for Proposal must attend. Late attendees will not be admitted.**

C. Requests for Information

All requests for information and clarifications regarding this project shall reference the above invitation name and be submitted via Bidnet Direct at <http://www.bidnetdirect.com> **no later than June 01, at 4:00 PM EDT**. Questions and answers will be issued in the form of an addendum to all interested parties and will be available on Bidnet Direct at <https://www.bidnetdirect.com>.

Please contact Alyssa Gordon, Procurement Manager at gordona@douglasvillega.gov if further assistance is needed. All firms are responsible for checking Bidnet Direct at <https://www.bidnetdirect.com> on a regular basis for updates, clarifications, and announcements.

The City of Douglasville reserves the right to communicate via electronic mail with the primary contact listed in the proposer's response to the RFP.

From the issue date of this RFP solicitation until a successful proposer is selected and announced, proposers are forbidden to communicate about this solicitation or this Project for any reason with any members of the City of Douglasville administration and government, except for submission of questions as instructed in the RFP. For violation of this provision, the City reserves the right to reject the proposal of the offending proposer.

D. Submission of Proposals

Responses to this RFP are due **at 4:00 PM EDT on July 16, 2026**. All proposals are to be completed and submitted in PDF format to Bidnet.com at <https://www.bidnetdirect.com>. The entire submittal should be submitted as one (1) file. Please do not submit individual documents or sections separately. Electronic submittals must reference RFP 2025-002 Rose Avenue at Rose Lake Circle / Fairways Drive Improvements. Submissions must be received **no later than July 16, 2026 at 4:00 PM EDT**. Any proposal received after that time will not be considered for the award.

It is the sole responsibility of the proposer to ensure delivery by specific deadlines. No submittals will be accepted after the date and time stipulated above. A list of firms submitting responsive proposals will be available on Bidnet Direct after the stated submission deadline.

All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The City is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the City. Labeling information provided in submittals "proprietary" or "confidential" or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Georgia Open Records Act, the details of the proposal documents will remain confidential until the final award.

Any questions regarding this RFP should be addressed to Alyssa Gordon – Procurement Manager at gordona@douglasvillega.gov.

Every proposal shall include price for all labor and materials, including the cost of payment bond and performance bond, as well as unclassified site work. Proposals shall be accompanied by a bid bond in an amount of 5% of the bid. A performance bond and a payment bond, each in the amount of 100% of the contract sum and for the term of the contract, will be required from the successful proposer. Proposals may not be withdrawn for a period of 60 days after the due date for receipt of proposals.

All proposals must be accompanied by a Certificate of Insurance to include General Liability Insurance with limits of no less than \$1 million per occurrence and \$2 million aggregate, and a general liability umbrella policy with a limit of no less than \$1 million aggregate; Worker's Compensation coverage as provided by Georgia law; Temporary Facilities and Equipment, and Builder's Risk Insurance. All bonds and insurance policies shall be written by surety companies with an overall A.M. Best rating of A- (Excellent) or better, and which is listed in the U.S. Treasury Circular 570, and also which are licensed to do business in the State of Georgia. Said policies shall provide for jurisdiction and venue in Douglas County, Georgia, for resolution of any disputes.

Proposals may be withdrawn by written or email request, provided such withdrawals are received prior to the time and date of the bid closing. **Prior to Notice to Proceed Contractor shall present a Liability Insurance Certificate naming the City of Douglasville as an Additional Insured.** Contractor shall be responsible for all injuries or damages of any kind resulting from work to persons or property.

The City may reject the Bid of any vendor that has previously failed to perform properly or complete on time contracts of a similar nature with the City of Douglasville, or if the proposer has within the last 5 years:

- a. Failed to complete on time a similar contract due to delays caused by the proposer or non-conforming work performed by the proposer; or
- b. Incurred criminal sanctions against company or any current proposer officer; or
- c. Had its bonding company pay a claim against proposer's payment or performance bond, due to proposer's failure to perform.

E. RFP Timeline

RFP ESTIMATED TIMELINE	
Owner issues public advertisement of RFP	June 15, 2026
Mandatory Pre-proposal Meeting	June 25, 2026 at 11:00 AM EDT
Deadline for written questions/requests for clarification	July 01, 2026
Response to written questions	July 09, 2026
Deadline for submission of Proposals	July 16, 2026 at 4:00 PM EDT
Interviews by Selection Committee (If Required)	TBD
Selection recommendation to City Council for approval	TBD

F. Qualifications Information

1. Proposer's Information

- a. Firm name, address, and telephone number
- b. Primary local contact person(s) and telephone number(s)
- c. Total number of firm's local full-time employees
- d. Year firm established
- e. Listing and description of all current litigation involving the firm
- f. Listing and description of all litigation history for the local firm since and including 2018
- g. Letter of commitment from Surety or sureties regarding bonding capacity and availability
- h. If the proposer is an entity, Articles of Organization (for LLC or LP) or Articles of Incorporation (for Corporations), PLUS proof of current annual registration, from the Georgia Secretary of State.

2. Experience:

- a. Over five years of business operation is required.
- b. Provide a list of projects over \$70,000 completed in the last 2 years. Include with list: size, cost including change orders, total fee, time to complete, description, and images.
- c. Provide examples of your experience as a prime contractor in handling projects similar in scope (OR other public and private projects that indicate similar experience). For each of these projects:
 - 1) Provide photographs.
 - 2) Provide an owner reference familiar with your performance on the project. It is the Proposer's responsibility to ensure that the listed contact and phone number are current.
 - 3) Provide at least 3 client references and contact information.
 - 4) List the individual who served as the Project Executive/Director, Project Manager, Superintendent, and Cost Estimator. Please note whether this individual is still employed with your firm.

3. Statement of Firm's capability to absorb additional workload, availability of personnel, and commitment to provide services on a timely basis.

4. Staffing Management

- 1. Provide a proposed Organizational Chart which identifies individual names and areas of responsibility.
- 2. Please designate the specific individuals to fill the following key roles on your team:

- a) Project Executive
- b) Project Manager
- c) Superintendent
- d) Cost Estimator
- e) Other (please describe, if applicable.)

3. Please provide for each of the above personnel:

- a) Current resumes listing relevant project experience.
- b) Percent of time to be committed to this Project.

4. Please identify the individual who, *from project start to finish*, will be the leader of your construction team and the principal point of contact between your firm and the City and City's Representative and other consultants. This individual's competence, leadership, and ability to achieve *customer satisfaction* will be heavily considered in the selection of the contractor.

F. Evaluation of proposals and presentation

The evaluation by the Selection Committee will be based on the Selection Criteria listed below. The City will appoint a committee of key staff members (Selection Committee) to review each response to this RFP and provide a rank list of all the proposers.

1. Experience/Performance – Review of past performance on City of Douglasville projects or other projects of similar nature and complexity as the proposed project; evaluation of client references whether included in the proposal response or not; overall responsiveness to Owner's needs. **Points: 35**

2. Approach – Evaluation of the overall understanding of the scope of the proposed project; completeness, adequacy, and responsiveness to the required information of the request for proposals. This should include a preliminary Project schedule by task and milestones that will be used to procure the Project. Provide in detail the services your firm will be providing. **Points: 40**

3. Fee Proposal– Outlined project cost **Points:25**

The selection committee members will each review the responses to the RFP's and provide a score for each based on the selection criteria above. The selection committee will convene and summarize the points earned by each proposer, then establish a list of proposers found by the selection committee to have submitted proposals reasonably susceptible of being selected for award. As needed, the selection committee shall select proposers to be invited to provide a presentation of their proposal(s) to the selection committee.

G. General Conditions

Upon submission of a bid, the bidder hereby certifies on behalf of his or her company or organization that:

1. This proposal is genuine and not made in the interest of, or on behalf of, an undisclosed person, firm, or corporation.
2. This proposal is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation.
3. The proposer has not directly or indirectly induced or solicited any other proposer to submit a false or sham bid.
4. The proposer has not solicited or induced any person, firm, or corporation to refrain from proposing.
5. The proposer has not sought by collusion to obtain for itself any advantages over any other bidder or over the City of Douglasville.

3. EXHIBITS

- a) Exhibit "A" – Fee Proposal & Schedule of Unit Price
- b) Exhibit "B" – Construction Plans of Proposed Intersection Improvement
- c) Exhibit "C" – Bond Attachment
- d) Exhibit "D" – Disclosure Statement
- e) Exhibit "E" – Certification Form
- f) Exhibit "F" – Contractor's Oath
- g) Exhibit "G" – Contractors and Subcontractors affidavits of compliance with the Georgia Security and Immigration Act
- h) Exhibit "H" – Attach Corporate of Existence

Exhibit A: Fee Proposal

ROSE AVENUE INTERSECTION IMPROVEMENT COST ESTIMATE					
ROADWAY/SIGNING AND MARKING					
PAY ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL COST
150-1000	TRAFFIC CONTROL	LS	1	\$	\$
441-7012	CURB CUT WHEELCHAIR RAMP, TYPE B	EA	2	\$	\$
656-0080	REMOVE EXIST SOLID TRAF STRIP, 8 IN, THERMOPLASTIC	LF	785	\$	\$
656-0240	REMOVE EXIST SOLID TRAF STRIP, 24 IN, THERMOPLASTIC	LF	12	\$	\$
636-1045	HIGHWAY SIGNS, TP 2 MATL, REFL SHEETING, TP 11	SF	67.5	\$	\$
639-3004	STRAIN POLE, TP IV- WITH 35' MAST ARM	EA	3	\$	\$
639-3004	STRAIN POLE, TP IV- WITH 45' MAST ARM	EA	1	\$	\$
647-1000	TRAFFIC SIGNAL INSTALLATION	LS	1	\$	\$
653-1704	THERMOPLASTIC SOLID TRAF STRIPE, 24 IN, WHITE	LF	220	\$	\$
653-1804	THERMOPLASTIC SOLID TRAF STRIPE, 8 IN, WHITE	LF	305	\$	\$
682-6233	CONDUIT, NONMETAL, TYPE 3, 2 IN	LF	585	\$	\$
682-9950	DIRECTIONAL BORE, 5 IN	LF	235	\$	\$
937-6040	VIDEO DETECTION SYSTEM	LS	1	\$	\$
937-4100	PEDESTRIAN DETECTION SYSTEM	LS	1	\$	\$
999-5200	DETECTABLE WARNING SURFACE	SF	20	\$	\$
702-0470	ILEX VOMITORIA NANA	EA	9	\$	\$
702-0170	CLEYERA JAPONICA	EA	2	\$	\$
702-9025	LANDSCAPE MULCH (PINESTRAW)	SY	12	\$	\$
708-1000	PLANT TOPSOIL	CY	1.5	\$	\$
700-9300	SOD	SY	12	\$	\$
SUBTOTAL					\$
SUBTOTAL					\$
ALLOWANCE -% OF TOTAL CONSTRUCTION					
CONTINGENCY 10%					\$
TOTAL					\$
NOTE: Quantities shown are for estimation purposes only. Contractor shall field verify prior to ordering materials.					

BIDDER hereby submits this Bid as set forth above:

Bidder:

(typed or printed name of organization)

By:

(individual's signature)

Name:

(typed or printed)

Title:

(typed or printed)

Date:

(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:

(individual's signature)

Name:

(typed or printed)

Title:

(typed or printed)

Date:

(typed or printed)

Address for giving notices:

Bidder's Contact:

Name:

(typed or printed)

Title:

(typed or printed)

Phone:

Email:

Address:

Bidder's Contractor License Number:

BIDDERS' DISCLOSURE STATEMENT

All bidders should be aware that the Project is a public project, and the City is a public agency. Pursuant to the laws, rules and Executive Orders of the State of Georgia, the City of Douglasville shall make every effort to avoid even the appearance of a conflict of interest or any impropriety in both the selection process for this project and the negotiation and performance of any resulting contract. As part of any submittal you intend to make for this project, **you must include a Disclosure Statement with your submittal** which answers the following specific questions:

1. Describe any business transactions occurring within the prior two years between your firm and the City of Douglasville. **<Insert Response Here>**
2. Describe any gift, hospitality, or benefit of any sort that your firm has provided to the City of Douglasville, t within the prior one-year period.

<Insert Response Here>

3. A *conflict of interest* or *potential conflict of interest* is defined as any action, decision, or recommendation by a person acting in a capacity as a public official, the effect of which is or could be to the private monetary or financial benefit or detriment of the person, the person's relative, or any business with which the person or a relative of the person is associated. The potential conflict of interest is viewed from the perspective of a reasonable person who has knowledge of the relevant facts. Based upon this definition, describe any conflict of interest or potential conflict of interest that your firm has with the City of Douglasville. **<Insert Response Here>**

This Disclosure Statement should be dated and signed by an authorized signer for the bidder and submitted with the Bidder's submittal.

Name of Firm

Authorized Signature

Date

Printed Name and Title of Authorized Agent

Georgia Security and Immigration Compliance.

Compliance with the requirements of O.C.G.A. 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 are conditions of this contract. Contractor certifies that it has the following number of employees (check one appropriate box):

_____ 500 or more employees, or

_____ 100 or more employees, or

_____ fewer than 100 employees,

as identified in O.C.G.A. 13-10-91. In the event the Contractor employs or contracts with any subcontractor(s) in connection with this contract, the Contractor will secure from the subcontractor(s) such subcontractor(s') indication of the employee-number category applicable to the subcontractor. The contractor's compliance with the requirements of O.C.G.A. 13-10-91 and Rule 300-10-1-.02 is attested by the execution of the contractor affidavit as shown in Rule 300-10-1-.07, or a substantially similar contractor affidavit, which document is attached to this Contract, and is a part of this Contract.

In the event the Contractor employs or contracts with any subcontractor(s) in connection with this contract, the Contractor will secure from such subcontractor(s) attestation of the subcontractor's compliance with O.C.G.A. 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit shown in Rule 300-10-1-.08 or a substantially similar subcontractor affidavit, and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit shall become a part of any contractor/subcontractor agreement.

CONTRACTOR AFFIDAVIT AND AGREEMENT REGARDING GEORGIA SECURITY AND IMMIGRATION COMPLIANCE.

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Douglasville 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.

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 City of Douglasville, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Douglasville at the time the subcontractor(s) is retained to perform such service.

Company ID Number: EEV/Basic Pilot Program*

Authorization Date

Name of Contractor

Name of Project

Name of Public Employer

Signature by Authorized Officer or Agent

Date

Printed Name of Authorized Officer/Agent of Contractor

Title of Authorized Officer/Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS
THE ____ DAY OF _____, 20____

Notary Public

My Commission Expires: _____

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration

SUBCONTRACTOR AFFIDAVIT FOR GEORGIA SECURITY AND IMMIGRATION COMPLIANCE.

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor)|_____on behalf of the City of Douglasville 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.

Company ID Number: EEV/Basic Pilot Program*

Authorization Date

Name of Subcontractor

Name of Project

Name of Public Employer

Signature by Authorized Officer or Agent

Date

Printed Name of Authorized Officer/Agent of Subcontractor

Title of Authorized Officer/Agent of Subcontractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS
THE ____ DAY OF _____, 20 ____

Notary Public

My Commission Expires: _____

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

CERTIFICATION FORM

I, _____, being duly sworn, state that I am _____ (title) of _____ (firm) and hereby duly certify that I have read and understand the information presented in the attached bid and any enclosure and exhibits thereto.

I further certify that to the best of my knowledge the information given in response to the request for bids is full, complete and truthful.

I further certify that the bidder and any principal employee of the bidder have not, in the immediately preceding five years, been convicted of any crime of moral turpitude or any felony offense, nor has had their professional license suspended, revoked or been subjected to disciplinary proceedings.

I further certify that the bidder has not, in the immediately preceding five years, been suspended or debarred from contracting with any federal, state or local government agency, and further, that the bidder is not now under consideration for suspension or debarment from any such agency.

I further certify that the bidder has not in the immediately preceding five years been defaulted in any federal, state or local government agency contract, and further, that the bidder is not now under any notice of intent to default on any such contract.

I acknowledge, agree and authorize, and certify that the bidder acknowledges, agrees and authorizes, that the City of Douglasville may, by means that the City of Douglasville deems appropriate, determine the accuracy and truth of the information provided by the bidder and that the City of Douglasville or their agents may contact any individual or entity named in the RFB for the purpose of verifying the information supplied therein.

I acknowledge and agree that all the information contained in the RFB is submitted for the express purpose of inducing the City to award a contract.

A materially false statement or omission made in conjunction with this bid is sufficient cause for suspension or debarment from further contracts, or denial of rescission of any contract entered into based upon this bid thereby precluding the firm from doing business with, or performing work for, the State of Georgia. In addition, such false statement or omission may subject the person and entity making the bid to criminal prosecution under the laws of the State of Georgia of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001 or 1341.

Signature

SWORN AND SUSCRIBED BEFORE ME

This _____ (day) of _____ (month), 20____ (year)

NOTARY PUBLIC SIGNATURE

My Commission Expires: _____

NOTARY SEAL

List of Similar Projects:

1. Project Name: _____

Project Location: _____

Project Owner: _____

Owner Contact (Name and Phone): _____

Project Contract Amount: _____

Description of Project: _____

2. Project Name: _____

Project Location: _____

Project Owner: _____

Project Owner: _____
Owner Contact (Name and Phone): _____

Project Contract Amount: _____

Project Contract Amount: _____
Description of Project: _____

3. Project Name: _____

Project Location: _____

Project Owner: _____

Owner Contact (Name and Phone): _____

Project Contract Amount: _____

Description of Project: _____
