

SUBMISSION REQUIREMENTS AND EVALUATION CRITERIA

1.0 SUBMISSION REQUIREMENTS

- 1.1 Proposal shall be submitted online via the following link:
<https://aps.bonfirehub.com/opportunities/238643>.
- 1.2 ALL forms listed on the OFFEROR'S AFFIRMATION page **MUST** be completed. Failure to answer all questions or submit all forms as listed in section 6 of the Offer's Affirmation will result in your proposal being deemed non-responsive.
- 1.3 APS will not consider any proposal received online after the due date. APS will ***only*** accept online submissions for this RFP. Proposals can be submitted online at: <https://aps.bonfirehub.com/opportunities/238643>. **Proposals must be submitted under the "Proposals" tab in Bonfire. A proposal that is timely submitted in Bonfire but not submitted under the "Proposals" tab may be determined as non-compliant and rejected.** Proposals submitted after the proposal close date will not be accepted. Note: Any proposal submitted in any other format (email, paper, fax, mail, etc.) will not be accepted for any reason.
- 1.4 Proposals cannot be withdrawn after they have been submitted online unless the offeror requests in writing to the Executive Director of Procurement Services prior to the time set for receiving bids, or unless the Executive Director of Procurement Services fails to accept or reject the bids within one hundred and twenty (120) days after the date fixed for receiving said proposals.
- 1.5 Proposals that contain irregularities of any kind and/or do not comply fully with the requirements stated in the solicitation documents may be rejected at the discretion of the Executive Director of Procurement Services. APS shall not be liable for any costs associated with or incurred by the offeror in conjunction with the preparation of solicitation responses.
- 1.6 APS reserves the right to waive any minor informality or error in the solicitation or offeror's proposal which will not adversely affect competition.
- 1.7 By submitting a response the offeror certifies that this proposal is made without prior understanding, agreement, or connection with any corporation, company, or person submitting a bid for the same service and is in all respects fair and without collusion or fraud; that collusive pricing is understood to be a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.
- 1.8 It is further agreed that the offeror agrees to abide by all conditions of the solicitation, notice of award, and/or purchase order(s) of APS and that the person signing this bid is duly authorized to bid on behalf of the offeror.

- 1.9 Failure to provide an online submission with the correct information listed may result in the rejection of the proposal. If further information is required to demonstrate responsibility such as providing copies of licenses or permits, APS reserves the right to notify the offeror in writing and give five (5) days from notification to supply such information.
 - 1.10 The offeror shall submit an online proposal with a response that fully answers each question listed on the online submission. Failure to answer all questions may result in the proposal being deemed non-responsive. The offeror must reference each section as listed below.
- 2.0 Proposal Requirements
- 2.1 Company History, Qualifications, and Experience
 - 2.1.1 Please provide your firm's history of completing construction projects with similar scopes, schedules, and costs on schedule, within the budget, and with the specified quality.
 - 2.1.2 Please present your firm's current workload, proposed manpower, and potential ability to satisfactorily complete the project.
 - 2.2 Methodology and Approach
 - 2.2.1 Please provide your suitability of the proposed project team including the Site Superintendent including availability.
 - 2.2.2 Please provide your firm's approach to the project based on the APS schedule including design completion, permitting, construction phasing, etc.
 - 2.2.3 Please provide your proposed CPM schedule for the project broken down by phases including design, permitting, construction, furnishing and close out, etc.

2.2.4 Please provide your plan for minority subcontractor outreach and prequalification.

2.2.5 Please provide your proposed efforts to obtain comprehensive bid coverage.

3.0 Percentage of Fees

3.1 Submit the Percentage of Fees and GCs on the bid table attached in Bonfire under public documents. The Fee sheet is for informational purposes when formulating the percentage Fees and GCs. submit percentages.

4.0 Mandatory Submittals

4.1 Proposals MUST include the signed:

4.1.1 No Influence and Non-Collusion Affidavit,

4.1.2 E-Verify Affidavit.

4.1.3 Submit a copy or other proof of your general contractor's license.

5.0 PAYMENT AND PERFORMANCE BONDS; INSURANCE

5.1 If the proposal or any part of the proposal is accepted and a contract awarded, the contractor shall within the required time enter into a written contract and furnish Payment and performance bond(s) as required by the contract and specifications, or the call for proposals, or by law, in the amount of at least the total amount payable by the terms of the contract with a surety acceptable to Owner.

5.2 If the proposal or any part of the proposal is accepted and a contract awarded, the contractor shall furnish current insurance certificates for the coverage and on the terms and conditions required by the contract. The insurance certificates shall be provided to APS within five (5) days of the contractor's receipt of the Intent to Award.

6.0 EVALUATION

6.1 To be eligible for consideration, proposals shall be presented in accordance with the instructions of this solicitation and within the timeframe specified. It shall be the responsibility of the awarded contractor to meet all specifications and guidelines set forth herein.

- 6.2 APS reserves the right during the evaluation process to contact offerors who submit Proposals and request additional information or clarification necessary to complete the evaluation.
- 6.3 After the closing date and time, Procurement Services will conduct an administrative review of all proposals received to determine responsiveness. Proposals that are deemed to be responsive will be submitted to the evaluation committee for review. Proposals that are deemed to be non-responsive will not be evaluated or considered for the award.
- 6.4 APS will evaluate all proposals and reserves the right to develop a competitive range for consideration. The competitive range is defined as a group for competitive negotiation, as determined during the evaluation process, composed of only those proposals with higher point scores that are considered to have a reasonable chance of being selected for an award and who are, therefore, chosen for additional discussions and negotiations. Proposals not in the competitive range are given no further consideration.
- 6.5 Proposals will be evaluated on the following criteria:

Evaluation Criteria	Points
Company Qualification and Experience	25
Please provide your firm's history of completing new construction projects with similar scopes, schedules, and costs on schedule, within the budget, and with the quality specified.	20
The firm's current workload with APS and others proposed manpower, and potential ability to complete the project	5

Methodology and Approach	55
Suitability of the proposed project team including the Site Superintendent and availability	15
The proposed approach to the project includes a phasing plan, potential impacts, proposed solutions, logistics plan, temporary facilities, security, and project completion	15
The proposed CPM schedule for the project is broken down into phases including design, permitting, construction, furnishing, close-out, etc.	10
Your plan for MWBE subcontractor outreach and pre-qualification	5
Proposed efforts to obtain comprehensive bid coverage	10
Percentage of Fees (Fees and GCs)	20
TOTAL	100

- 6.6 The formula for evaluating fees is as follows:

$$\frac{\text{Lowest sum of fee percentage and general conditions percentage}}{\text{the sum of the fee percentage and general conditions percentage of the proposal being evaluated}} = \text{pricing/fee score}.$$
- 6.7 If a contract is not awarded based on the initial evaluation, the evaluating committee may afford the “responsible Offerors” an opportunity for discussions/interviews, negotiations, and revisions of their proposals. See O.C.G.A. § 36-91-21(c)(2). A “responsible Offeror” is one whose proposal meets the criteria proposed and whose proposal is reasonably susceptible of being selected for contract award. A proposal is “reasonably susceptible of being selected for contract award” if it is within the “competitive range” established by the evaluation committee. Offerors determined to be in the competitive range will be deemed to be “responsible Offerors,” may be asked to engage in discussions, negotiations, and

revisions and, may be asked to provide a Best and Final Offer (BAFO).

- 6.8 APS reserves the right to negotiate terms and conditions, scope of work, price, and/or non-price terms and conditions with responsible Offeror(s) to meet the needs of APS. APS also reserves the right to make an award based on the initial evaluation.
- 6.9 Negotiations may be:
 - 6.10.1 Concurrent which may be conducted concurrently with the responsible offerors.
 - 6.10.2 Exclusive which may be conducted with the offeror whose proposal is the highest rated overall.
- 6.10 An award, if made, will be made to the responsible and responsive Offeror whose proposal is determined to be the most advantageous to APS, taking into consideration the evaluation factors set forth in this RFP.