

# Request for Proposal



## 881 SENOIA ROAD REHABILITATION PROJECT TOWN OF TYRONE COMMUNITY CENTER

Project Number: PW-2024-04  
January 5, 2026

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# Advertisement for Bids

Owner: Town of Tyrone

Project Name: 881 Senoia Road Rehabilitation Project - Town of Tyrone Community Center

RFP Number: PW-2024-04

Project Location: 881 Senoia Road, Tyrone, Georgia 30290

Description of Project/Services: Design-build (DB) services for design and remodeling construction of an existing approximate 3,500 square-foot community center and adding an adjoining ADA ramp and parking for the purpose of providing public spaces for various community activities.

PROJECT DOCUMENTS MAY BE OBTAINED FROM: <https://www.tyronega.gov/bid-items>

All public notices, addenda, and other documents shall be posted at: <https://www.tyronega.gov/bid-items>

Licensure: To be considered for selection, persons or firms must be properly licensed in accordance with the requirements of the Official Code of Georgia Annotated, as amended, at the time of proposal submission.

All communication shall be in writing to the Town's Purchasing Agent listed below. Preferred method of communication is email.

Town Purchasing Agent: Scott Langford Title: Town Engineer and Public Works Director

Address: 950 Senoia Road, Tyrone GA 30290 | E: [scott.langford@tyronega.gov](mailto:scott.langford@tyronega.gov) | Ph: (770) 487-4038

Pre-submittal Conference: NO

Submittal Due Date: 02/04/2026 Time: 11:00 AM Location: Tyrone Town Hall  
950 Senoia Road  
Tyrone, GA 30290

Project Number: PW-2024-04

Submittal Delivery Address (Mail & Delivery): Town of Tyrone  
Attn: Scott Langford  
950 Senoia Road  
Tyrone, GA 30290

Approved By:   
(Assistant Town Manager)

Date: 12/30/2025



# Introduction

**A. PURPOSE OF PROPOSAL:** The Town of Tyrone invites proposals from qualified Design Build (DB) firms and general contractors for the design and remodeling construction of the Town's existing old administration office to a new community center with new ADA ramp for the purpose of providing public spaces for various community activities.

**B. SCHEDULE:**

RFP Advertised	01/07/2026
Question Submittal Deadline	01/25/2026
Addenda Deadline	01/30/2026
RFP Submission Deadline	02/04/2026
Notification of Short-list	02/06/2026
Bidder Interviews *	02/10/2026
Notification of Intent to Select	02/11/2026
Town Council Approval Meeting	02/19/2026
Execute Contract & Begin Project	TBD

\* As deemed beneficial by the selection committee

**C. STAFF COMMUNICATION:** From the issue date of this solicitation until a DB Team is selected and the selection is made public, all communication with Town staff or elected officials is prohibited except through the designated purchasing agent named in this document. Violations of this provision may result in the rejection of the offender's bid or proposal.

**D. QUESTIONS & ANSWERS:** All questions must be submitted via email or in writing to:  
Scott Langford, Town Engineer/ Purchasing Agent  
950 Senoia Road  
Tyrone, GA 30290  
Phone: (770) 487-4038  
Email: [scott.langford@tyronega.gov](mailto:scott.langford@tyronega.gov)

Questions must be received by the date established in the RFP schedule. Answers will be issued by the Town in the form of an addendum and posted to the Town's website: <https://www.tyronega.gov/bid-items> no later than the date established in the RFP schedule. **Bidders must ensure they have all applicable addenda prior to submittal.**



# Scope of Work

TYPE OF GOODS/SERVICES & OBJECTIVES: The Town of Tyrone is seeking qualified Design-build (DB) services to design, engineer, and remodel an approximate 3500 square-foot community center and adjoining ADA ramp for the purposes of providing public spaces for various community activities. This community center is to be constructed within and at the rear of the existing old admin section of the building located at 881 Senoia Road, Tyrone, GA 30290. Specific functional areas within the center are as shown in plan provided with this RFP. Precise details are to be determined by the Project Team consistent with Town goals and planning efforts.

**A. SPECIFICATIONS:** The Town of Tyrone envisions the following minimum specifications for the project:

Design and install electrical system

- Assess current electrical infrastructure.
- Utilize existing 120V single phase power source and distribution system as possible.
- Design and install power distribution, lighting, point of use water heaters and safety/emergency lighting consistent with current ADA, NEC, IBC, NFPA, and Georgia state and local code requirements to meet the Town’s needs.

Walls, Ceiling, Molding, and Trim

- Walled areas to be as shown in provided plan. Wall height: 8 ft.
- Existing drywall and ceiling to be retained and new drywall and ceiling to be installed to match.
- Percentage (by lineal feet) of wall requiring partial and full wall drywall installation, approximately 70% and 25%, respectively.
- Approximately 550 ft<sup>2</sup> of new ceiling area to be installed.
- Install floor, door molding as required to match existing molding. Note: Four interior doors with single vision panel.
- Paint colors for walls, ceiling, molding, etc., to approximately match existing colors, TBD.

ADA ramp

- Concrete ADA Ramp to be installed from exterior door of multi-use room toward the rear of the building and creating an ADA parking space. Ramp design and installation to comply with ADA requirements.

Flooring

- Area: approximate 3,500 sq. ft.
- Cheatham Hill Waterproof Laminate Plank with IXPE Foam Pad
- Underlayment: Sentinel Protect Plus Underlayment
- Note: there is no existing vapor barrier under the existing concrete floor
- Install quarter round baseplate

Cabinetry, Desk and Glass Panels

- Bathroom/Lavatory ADA compliant (3 required).
- Utility/Kitchen (1 required).
- Glass Panels for Lobby (1 full pane, 1 with sliding glass panel “pass through”)
- L-shaped lobby desk

**A. DESIGN CONSIDERATIONS:**

The required services will include all architectural and engineering design services, and consultant services necessary to obtain any and all permits for the work as well as the preparation and construction documents and site preparation, clean up, construction. All permitting and inspections will be handled by the Town with Safe Built without cost to the Design/Build team.

It is imperative that the project be managed, designed, and constructed with the utmost regard to cost, schedule and quality control by all participants. There is a clear expectation by the Town Council and citizens of Tyrone that construction costs will come in at or below the budgeted amount. The Town of Tyrone will be the Owner of the project. The design/build team will contract with the Owner. Work to be accomplished with consideration and coordination of other project contributors.

**C. EXAMPLES & CONCEPT:** The floor plan concepts can be found in **Attachment E**.

**D. SITE OPERATIONS:** The specified work site is not currently in use by the public. The front portion of the building (The Tyrone Musuem) is however periodically and regularly open to the public. The active construction area for the project should be confined to the smallest feasible area and secured such that museum workers and visitors can still utilize the museum portion of the building during construction (including parking and access to the offices and breezeway in the forward part of the building). Staging areas (shown in the site plan) shall be returned to pre-construction conditions once construction is complete. Standards and methods for site operations shall be developed in consultation with the Owner.

**E. SITE VISITATION:** By submitting and signing the bid form, the contractor acknowledges that they are familiar with the site and existing conditions as ascertained through a site visit. No adjustments will be made in the contract price due to existing site conditions not shown in the specifications or plans which could have been discovered by a site visit by the contractor. Site visits will be allowed between 8:30 AM to 4:00 PM, Monday through Friday. It is required to schedule an appointment for access. Appointments require 24-hour notice (1 business day) and can be scheduled by contacting Scott Langford or Curtis Carson at 770- 487-4038.



# Schedule & Meetings

A. **SCHEDULE:** The work in this RFP shall be completed in accordance with the following schedule:

DB Design Development and 60% Construction Documents:

- DB Design development and 60% construction documents shall be submitted no later than **21** calendar days after execution of contract.

100% Complete DB Construction Documents:

- 100% complete, stamped, and signed DB construction documents shall be submitted no later than **14** calendar days after the submission of the 60% DB construction document comments from the Town.

Construction:

- Construction shall be completed in 90 days, no later than **08/01/2026**

B. **Meetings:** the following project meetings shall occur between the Project Team constituting representatives of the Owner and appropriate representatives of the DB Team:

Design Meeting:

After the award of the contract and acceptance of performance and payment bonds, the Town will arrange a design meeting with the DB team. The meeting will review the following:

- Review of Town needs and design objectives and design schedule
- Modifications during design and Submittals during design
- Areas available for use by the DB team and Access requirements
- Construction area
- Payments to DB team and needed permits

Preconstruction Meeting

The following deliverables shall be submitted a minimum of one week prior to the preconstruction meeting:

- Project schedule with construction portion fully developed
- List of subcontractors for the project
- Written statements from subcontractors certifying compliance with applicable labor requirements.
- Proof of liability insurance coverage and workmen’s compensation for the contractor and all subcontractors.
- Listing of any needed IBC inspections including special inspections as required.

After 100% complete DB construction documents are approved, and prior to the start of construction, the Town will arrange an on-site preconstruction meeting with the DB team. The meeting will include the following as a minimum:

- Correspondence procedures
- Jobsite safety
- Roles and responsibilities
- Lines of authority
- Progress payments Submittal process
- Resolution to comments
- Construction schedule Modifications
- Off-business hours work
- Access and laydown/staging areas Contractor Parking
- Weekly progress meetings
- Security (contractor will be responsible)
- Any and all special conditions as a result of inspections.

# Proposal Format

**A. PACKAGING OF PROPOSAL:** Clearly label the outside of the shipping package/envelope as follows:

- Legal Name of Firm/Company submitting the proposal
- Name of primary point of contact for the DB Team
- RFP Number: PW-2024-04
- Due: Date and time established in the RFP schedule or as amended by addendum

**SUBMISSION REQUIREMENTS:** The offeror shall deliver one original (marked), five (5) additional copies, and one flash drive containing an electronic PDF copy to the Purchasing Agent no later than the date set in the RFP schedule:

Town of Tyrone  
Attn: Scott Langford, Town Engineer  
  
950 Senoia Road  
Tyrone, GA 30290

*In order to limit the cost incurred by responding to this solicitation, proposers are encouraged to be brief. Thick submittals with background and general marketing material are not desired. Instead, emphasis should be placed on responding to the evaluation criteria and understanding the project requirements and the project goals.*

- Proposals should be prepared in a clear and concise manner. They shall be submitted on no more than 20, one-sided, 1" margin 8½" x 11" pages in no smaller than 11-point Times New Roman font, clearly organized.
- The Title page should identify the project and project number; the name of the DB Team; name of the DB Team's primary contact; and address, telephone number, and email address.
- The Table of Contents shall contain the sections and page numbers for the items listed below.
- Sections should be organized in tabbed sections as outlined by the evaluation criteria & clearly identified in a table of contents; said tabs may be consolidated.
- Forms other than the fee proposal shall be in their own appendix section.
- Fee proposals shall be submitted in a separate sealed envelope clearly labeled with the company/DB Team name and RFP number.
- The appendix section shall be no more than 8 pages.
- Tabs, table of contents, cover, appendix, and required forms will not be counted towards the 20-page limit.

**B. RESPONSIBILITY:** The Town is not responsible for the proper or timely delivery of submittals. Failure to meet the deadline for receipt of submittals will result in rejection of the submittal. Submittals received after the deadline will not be considered whether delayed in transit or for any other cause whatsoever. Each DB Team is solely responsible for the accuracy and completeness of its submittal.

**C. COSTS TO PREPARE RESPONSES:** The Town of Tyrone assumes no responsibility or obligation to the respondents and will make no payment for any costs associated with the preparation or submission of proposals.

**D. QUESTIONS ABOUT THE PROJECT:** Questions shall be in writing to the Purchasing Agent, Scott Langford, preferably in email format. Questions must be submitted at least 10 calendar days prior to the submittal date and time. Responses will be via addenda posted on the Town's website at <https://www.tyronega.gov/bid-items>. It is the DB Team's responsibility to visit the website frequently to ensure they have the most up-to-date information.



# Evaluation & Response to Criteria

**EVALUATION SUMMARY & SELECTION CRITERIA:** The selection team will review all proposals submitted. After reviewing the proposals, the team may, at its discretion, invite to interview and demonstrate performance at Tyrone Town Hall (at proposer's expense) short-listed proposers whose proposals appear to best meet the requirements set forth in the RFP. Selection will be based on the qualifications of the consultant team and the quality of the proposal. The Town reserves the right to call references provided in the submittal and to require phone or personal interviews with DB Teams requiring additional evaluation. The following criteria will be used for evaluation:

Qualifications & Experience	25%
Methodology & Approach	30%
Company/Firm Standing	20%
Pricing & Cost Approach	25%

- A. QUALIFICATIONS & EXPERIENCE (25%):**
- **General** -Related experience of the DB Team with similar projects comparable in type, size, and complexity.
  - **Team Qualifications** - Include a summary of the DB Team's understanding of services and work to be performed and include relevant experience of the DB Team. Identify the project manager and key staff assigned if awarded. Provide resumes summarizing qualifications and relevant experience. Include specific information on the staff's experience with similar projects.
  - **Project Experience & References** - Each proposal shall provide at least three (3) case histories of recent similar projects completed by the DB Team within the last five (5) years. Please include the name, address, telephone number, and an email address for reference checks.

- B. METHODOLOGY& APPROACH (30%)**
- Provide a brief summary of the firm's approach demonstrating the Design Build team's understanding of the project scope and overall vision for completion of the project.
  - **Project Schedule** - Each proposer shall provide a detailed project schedule corresponding to the proposed methodology and highlighting key tasks and milestones. DB Teams should provide an anticipated workload. This schedule should correspond to the dates listed at the beginning of the RFP.
- C. COMPANY/FIRM STANDING & LOCATION (20%):**
- **General** - DB Teams should cover their current workload and whether they will be able to dedicate sufficient time to the project. A demonstration of the DB Team's good financial standing, proper insurance coverage, and scheduling ability should also be included.
  - **Financial Standing** - The DB Team selected must be able to provide proof that they are in good financial standing. Such information should include an assets to liability ratio. All records submitted by the DB Team may be subject to the Georgia Open Records Act, O.C.G.A. § 50-18-70 et seq. As such, the Contractor should be careful not to provide any proprietary information. In addition, the Town may require contact information with the contractor's financial institution(s), along with the necessary consent for the Town to contact the institution to inquire as to the financial status of the contractor.
  - **Location** - DB Team proximity to the Town of Tyrone for A&E as well as the contractor will be considered as part of this evaluation as an indicator of potential responsiveness and familiarity with the Town.
- D. PRICING APPROACH & COST (25%):**
- **General** -Cost effective proposals are of significant importance in awarding this contract. Cost proposals should include a detailed line item budget including all labor and direct costs broken down by task and hours per the fee proposal form. If the proposal includes recommended services beyond the scope listed, those should be called out separately.



# Terms & Conditions

**A. ACCEPTANCE OF PROPOSALS:** The Town of Tyrone reserves the following rights and options:

**B. CONTRACT NEGOTIATIONS & COSTS:** The contract for the

- To reject any and/or all submittals or portions of submittals.
- To short-list up to 5 firms
- To reject a subconsultant
- To re-advertise if deemed necessary
- To interview, or not interview, candidates prior to making a selection
- To issue subsequent requests for qualifications or requests for proposals
- To negotiate a contract for the services
- To approve, disapprove, modify or cancel any of the scope of work to be undertaken.

**C.** work proposed in the RFP may be contracted through the Town of Tyrone. The Town will negotiate the terms of the contract with the DB Team(s) submitting the top-ranked response or another ranked choice should negotiations with the top-ranked DB Team fail. The Town of Tyrone will not reimburse the DB Team any costs incurred prior to a formal Notice To Proceed. Contracts shall be generally consistent with AIA or EJCDC design-build contracts.

**D. EQUAL OPPORTUNITY:** This will be an equal opportunity project; no person or business entity shall on the grounds of race, color, national origin, sex, age, or handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the Town of Tyrone.

**E. OWNERSHIP:** The ownership of all data, materials, and documentation prepared for the Town in response to this RFP, including original file types such as AutoCAD .dwg files shall belong exclusively to the Town of Tyrone and will be considered a record prepared and maintained or received in the course of operations of a public office or agency and subject to public inspection in accordance with the Georgia Open Records Act, Official Code of Georgia Annotated, Section 50-18-70, et. seq., unless otherwise provided by law. By providing a submittal, each DB Team agrees that the Town will have the right to use any or all ideas or concepts presented without restriction or compensation.

**F. COMPLIANCE WITH LAWS:** In connections with the furnishings of supplies or performance of work under the contract, the offeror agrees to comply with the Fair Labor Standards Act, Equal Opportunity Employment Act Georgia Security and Immigration Compliance Act, and all other applicable Federal and State laws to the extent that the same may be applicable and further agrees to insert the foregoing provision in all subcontractors awarded hereunder. The DB Team agrees that any employee with a criminal history that the contractor reasonably believes poses a threat to property or persons will not be brought or sent to the Town’s property. The DB Team agrees to impose this same criminal background check requirement on all subcontractors, vendors, suppliers, or consultants, used to fulfill its responsibilities under this agreement at their cost. The Town reserves the right to verify compliance by DB Team upon request.

**G. WITHDRAWALS:** A submitted proposal may be withdrawn prior to the submittal due date by a written request to the purchasing agent. No proposals may be withdrawn after the scheduled date and time to receive the proposal listed in the RFP schedule or as amended by addendum.

**H. INDEMNIFICATION:** The DB Team shall save and hold harmless, pay on behalf of, protect, defend, indemnify the Town, assure entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of any injury, or alleged injury (including death) to any person, or damage, or alleged damage, to property of the Town or others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the performance or the intended performance of any work/service, outlined or resulting from this agreement, by the DB Team of their employees, including losses, expenses or damages sustained by the Town or Town Officials, including the Mayor and Council members and employees of the Town from any and all such losses, expenses, damages, demands and claims. The DB Team further agrees to defend any suit or action brought against the Town or Town Officials based on any such alleged injury or damage and to pay all damages, cost and expenses in connection therewith or resulting there from. As an integral part of this agreement, the DB Team agrees to purchase and maintain, during the life of this contract, contractual liability insurance in the amounts required in the general liability section Insurance Requirements. The obligations of the DB Team pursuant to this paragraph shall not be limited in any way by any limitation in the amount or type of proceeds, damages, compensation, or benefits payable under any policy of insurance or self-insurance maintained by or for the use and benefit of the DB Team



# Terms & Conditions Cont.

**I. DB TEAM QUALIFICATIONS:** A proposal will be considered only from those DB Teams who are regularly established in services described in the scope of work and who are financially responsible and have the necessary equipment and facilities required by this proposal to provide said services and to meet the standards as stipulated in these documents. The Town may request information substantiating the above requirements. Failure to provide such information may result in the proposal being considered non-responsive. It is understood that the right is reserved by the Town to thoroughly inspect and investigate the establishment, facilities, equipment, business reputation, and other general qualifications of any DB Team; and to reject any bid irrespective of bid prices, if it shall be administratively determined that any or all of the qualifications cannot be met.

**J. LIQUIDATED DAMAGES:** The DB Team agrees that for compensation to be paid, the owner shall retain as Liquidated Damages, the sum of \$250 per day for each calendar day the actual construction time required to achieve the substantial completion exceeds the specified or adjusted time for substantial completion as provided in the contract documents. This sum is intended by the parties as the predetermined measure of compensation for actual damages, not as a penalty for nonperformance.

**K. TERMINATION OF AWARD FOR CAUSE:** If, through any cause, the successful Proposer should fail to fulfill in a timely and proper manner its obligations or if the successful Proposer knowingly violates any of the covenants, agreements or stipulations of the award, the Town shall thereupon have the right to terminate the award by giving written notice to the successful Proposer of such termination and specifying the effective date of termination. In that event, all finished or unfinished services, reports or other materials prepared by the successful Proposer shall, at the option of the Town, become its property, and the successful Proposer shall be entitled to receive just, equitable compensation for any satisfactory work completed, prepared documents or materials as furnished.

Notwithstanding the above, the successful Proposer shall not be relieved of liability to the Town for damage sustained by the Town by virtue of breach of the award by the successful Proposer and the Town may withhold any payments to the successful vendor for the purpose of set off until such time as the exact amount of damages due the Town from the successful Proposer is determined.

**L. TERMINATION OF AWARD FOR CONVENIENCE:** The Town may terminate the award at any time by giving written notice to the successful vendor of such termination and specifying the effective date thereof, at least thirty (30) working days before the effective date of such termination. In that event, all finished or unfinished services, reports, material(s) prepared or furnished by the successful Proposer under the award shall, at the option of the Town, become its property. If the award is terminated by the Town as provided herein, the successful vendor will be paid an amount which bears the same ratio to the total compensation as the services actually performed or material furnished bear to the total services/materials the successful Proposer covered by the award, less payments of compensation previously made. If the award is terminated due to the fault of the successful Proposer, termination of award for cause, relative to termination shall apply.



# Other Information

A. RFP INFORMATION WEBPAGES:

Town of Tyrone's main website: [www.tyronega.gov](http://www.tyronega.gov)  
RFP Postings: Home> Quick Links> Items for Bid or  
directly at: <https://www.tyronega.gov/bid-items>

**B. MULTIPLE VENDORS:** While the Town expects to make only one award, multiple vendors may form a team to submit a joint proposal. All firms and individuals involved in each team must be identified in the proposal. A single individual and firm must be designated as having overall responsibility for services. The lead individual and firm will serve as the Town’s primary contact and will be responsible for ensuring agreed-upon timelines and work requirements are met.

**C. INSURANCE REQUIREMENTS:** Prior to the award of a contract, the Contractor shall furnish a Certificate of Coverage or other proof that it has the following insurance with the Town named as additional insured on the policy of insurance as follows: Town of Tyrone; 950 Senoia Road; Tyrone, GA 30290, that must remain in force for a period of at least one year after completion of the work:  
The Contractor’s Comprehensive General and Automobile Liability Insurance shall be written for not less than limits of liability as follows:

- A. Comprehensive General Liability
  - a. Bodily and Personal Injury, Property Damage and Contractual: \$2,000,000 Combined Single Limit Each Occurrence/\$2,000,000 General Aggregate
  - b. General Aggregate Limits shall apply Per Project
- B. Comprehensive Automobile Liability
  - a. Bodily Injury and Property Damage: \$1,000,000 Combined Single Limit Each Occurrence
  - b. Umbrella: \$1,0000,000
  - c. Any Auto including Hired and Non-Owned liability coverage is required.

- C. Workers Comprehensive Insurance
    - a. Workers' Compensation insurance covering all employees of Contractor or any subcontractor engaged in performing the services required by this proposal of not less than the minimum requirement of \$100,000 per accident/\$100,000 Disease each employee/\$500,000 Disease policy limit. At a minimum, the policy must also meet Georgia required coverage.
  - D. Professional Liability (Errors and Omissions) Insurance:  
\$2,000,000.00 limit per claim and aggregate.
  - E. The policy **shall not** contain a waiver of subrogation.
- The Contractor shall secure, “All Risk” type Builder’s Risk Insurance for work to be performed. Unless specifically authorized by the OWNER, the amount of such insurance shall not be less than the contract price.
- D. REQUIRED FORMS:**
- **Certification of RFP Submittal and Acknowledgement of Addenda (*Attachment B*)**
    - The individual signing the RFP shall have the authority to negotiate the full scope of services on behalf of the organization and shall be authorized to bind the contract to the terms and conditions of this RFP.
  - **Georgia Illegal Immigration Reform and Enforcement Act (IIREA) Form (*Attachment C*)**
    - In compliance with Georgia Security & Immigration Compliance Act of 2006 - O.C.G.A. 13-10-91, no public employer shall enter into a contract pursuant to this chapter for the physical performance of services within this state unless the contractor registers and participates in the federal work authorization program to verify information of all newly hired employees or subcontractors. Before a bid for any such service is considered by a public employer, the bid shall include a signed, notarized affidavit from the contractor attesting to the following:
      - The affiant has registered with and is authorized to use the federal work authorization program;
      - The user identification number and date of authorization for the affiant; and
      - The affiant is using and will continue to use the federal work authorization program
  - **Fee Proposal Form (*Attachment D*)**
    - Interested offerors are to submit this form in a separate sealed envelope within the RFP submittal package.

# Attachment A

## Certification of RFP Submittal

*The undersigned declares that she or he is an authorized agent of the company or firm listed as the primary offeror; has carefully examined all the documents contained in this Request for Proposals (RFP) solicitation for the project; and certifies to the best of her/his knowledge that this Proposal fully complies with the requirements of the RFP and all addenda and clarifications issued in regard to the RFP.*

*The undersigned also hereby certifies that no person acting for or employed by the Town of Tyrone is directly or indirectly interested in this Proposal or any subsequent proposal, or in any contract which may be made under it, or in expected profits to arise therefrom; that the undersigned Offeror has not influenced or attempted to influence any other person or corporation to file a Proposal or any subsequent proposal or any other person or corporation; and that this submission is made in good faith without collusion or connection with any other person or corporation applying for the same work under a different Proposal.*

*The undersigned states that she or he has the necessary licenses, certifications, and professional credentials necessary to practice their respective professions within the State of Georgia under O.C.G.A*

*Acknowledgement of Addenda. By Signing below, the interested Offerors acknowledges receipt of the following addenda to this RFP:*

Addenda No. and Date (if any)\_\_\_\_\_

**SIGNED UNDER THE PENALTY OF PERJURY:**

Signature:\_\_\_\_\_  
*(Signature of Authorized Agent)*

Print Name:\_\_\_\_\_

Title:\_\_\_\_\_

Firm Name:\_\_\_\_\_

Date:\_\_\_\_\_

Project Number:\_\_\_\_\_

Project Name:\_\_\_\_\_

Subscribed and Sworn before me  
this\_\_\_\_\_ day of  
\_\_\_\_\_, 2026.

\_\_\_\_\_  
Notary Public

My Commission Expires:\_\_\_\_\_



# Attachment B

## E-Verify Form

CONTRACTOR AFFIDAVIT UNDER O.C.G.A. 13-10-91(b)(1)

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 Town of Tyrone, Georgia (the "Town") has registered with and is participating in a federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontract who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_

Federal Work Authorization User Identification Number

\_\_\_\_\_

Date of Authorization

\_\_\_\_\_

Name of Contractor

RFP PW-2024-04 – 881 Senoia Road Rehabilitation Project Town of Tyrone Community Center

Name of Project

Town of Tyrone, Georgia

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2026 in \_\_\_\_\_ (city), \_\_\_\_\_ (State)

\_\_\_\_\_

Signature of Officer or Authorized Agent

\_\_\_\_\_

Printed Name and Title of Officer or Authorized Agent

Subscribed and Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_

Notary Public

\_\_\_\_\_

My Commission Expires:



# Attachment C

## Fee Proposal Form

*Instructions: Complete both parts of this bid form. Submit with RFP in a separate sealed envelope labeled with the RFP number and Company Name*

**PART I: BID SUMMARY**

- Lump sum total cost for basic services: \$\_\_\_\_\_
- Lump sum total cost for total cost of additional services: \$\_\_\_\_\_
- Lump sum total cost of reimburseables not to exceed: \$\_\_\_\_\_

Category	Bid Amount
Remodeling Design	\$
Installation	\$
Grading, Drainage, Erosion Control	\$
General Conditions (Bonds, Insurance, etc. . .)	\$

*Please provide a schedule of values detailing the hourly rate of employees and other services included in the bid proposal*

**PART II: CONTRACTOR INFORMATION**

PROJECT NAME AND RFP NUMBER	PHONE NUMBER
_____	_____
CONTRACTOR/FIRM LEGAL NAME	EMAIL
_____	_____
COMPANY ADDRESS	OFFICER/AUTHORIZED AGENT NAME
_____	_____
FEDERAL ID	SIGNATURE OF OFFICER/AUTHORIZED AGENT
_____	_____
DATE SUBMITTED	COMPANY SEAL
_____	_____

# Attachment D

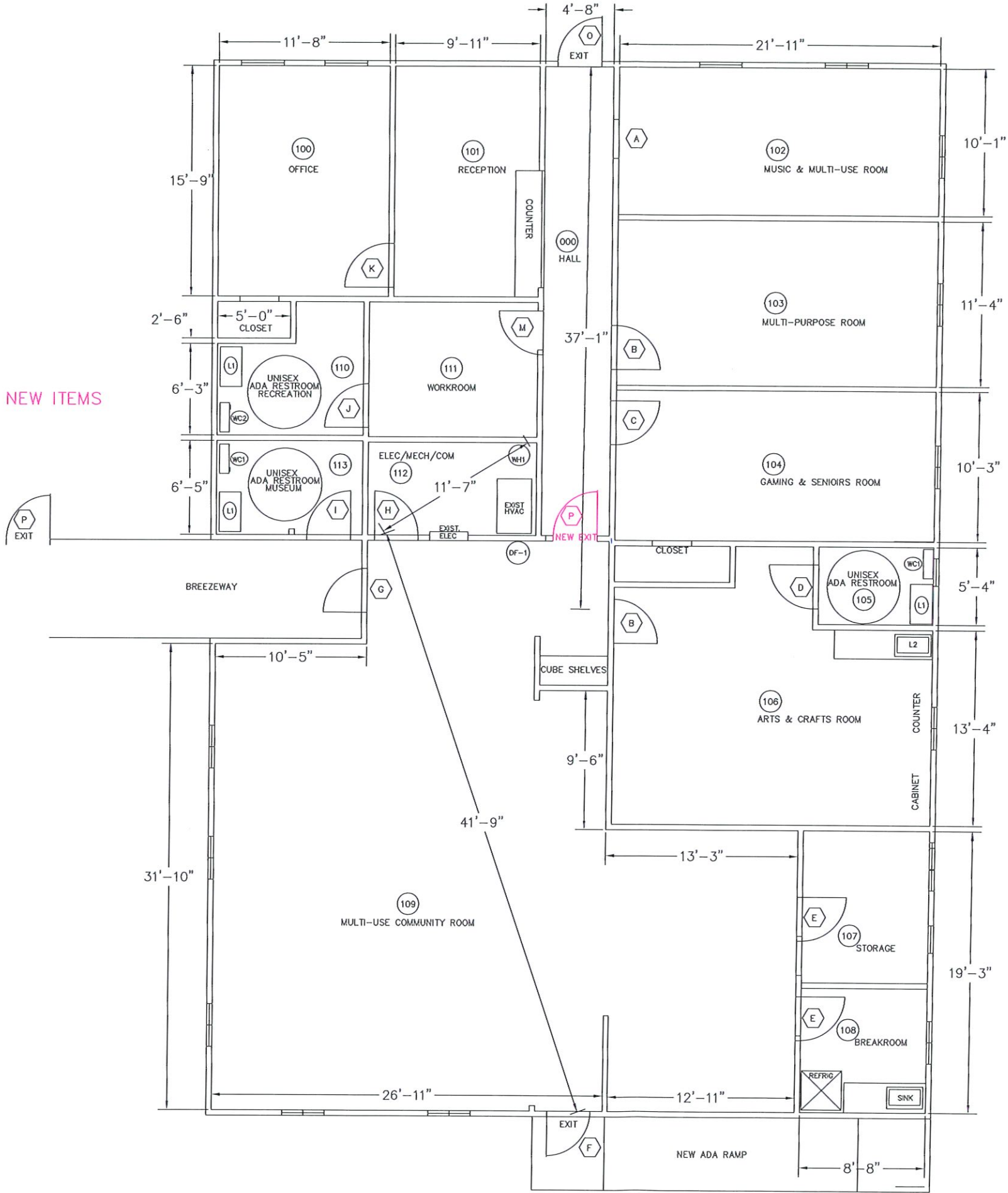
## Town Plans

### PLANS:

1. Floor Plan
2. Electrical Plan
3. Electrical Lighting Plan
4. Site Plan

BEFORE DIGGING IN  
GEORGIA  
CALL 811

I MAGENTA OUTLETS ARE NEW ITEMS



NEW FLOOR PLAN  
NTS

FLOOR  
PLAN

RECREATION ADMIN CENTER 881 SENOIA ROAD		Project Name 2024 RECREATION ADMIN CENTER RENOVATIONS		TOWN OF TYRONE 950 SENOIA ROAD TYRONE, GA 30290 770-487-4038	
<div>RECREATION ADMIN CENTER 881 SENOIA ROAD</div>		Project No. PW-2024-04		TOWN OF TYRONE	
		Location			
Sheet Title <div>LIFE SAFETY PLAN</div>		Project No.		Project Name	
Scale AS NOTED		Project No.		Project Name	
Designed by SAL		Project No.		Project Name	
Drawn by SAL		Project No.		Project Name	
Sheet No. LS100		Project No.		Project Name	
DATE JULY 23, 2025		Project No.		Project Name	
FILENAME: 2024 REC ADMIN CENTER B01 SENOIA RD		Project No.		Project Name	



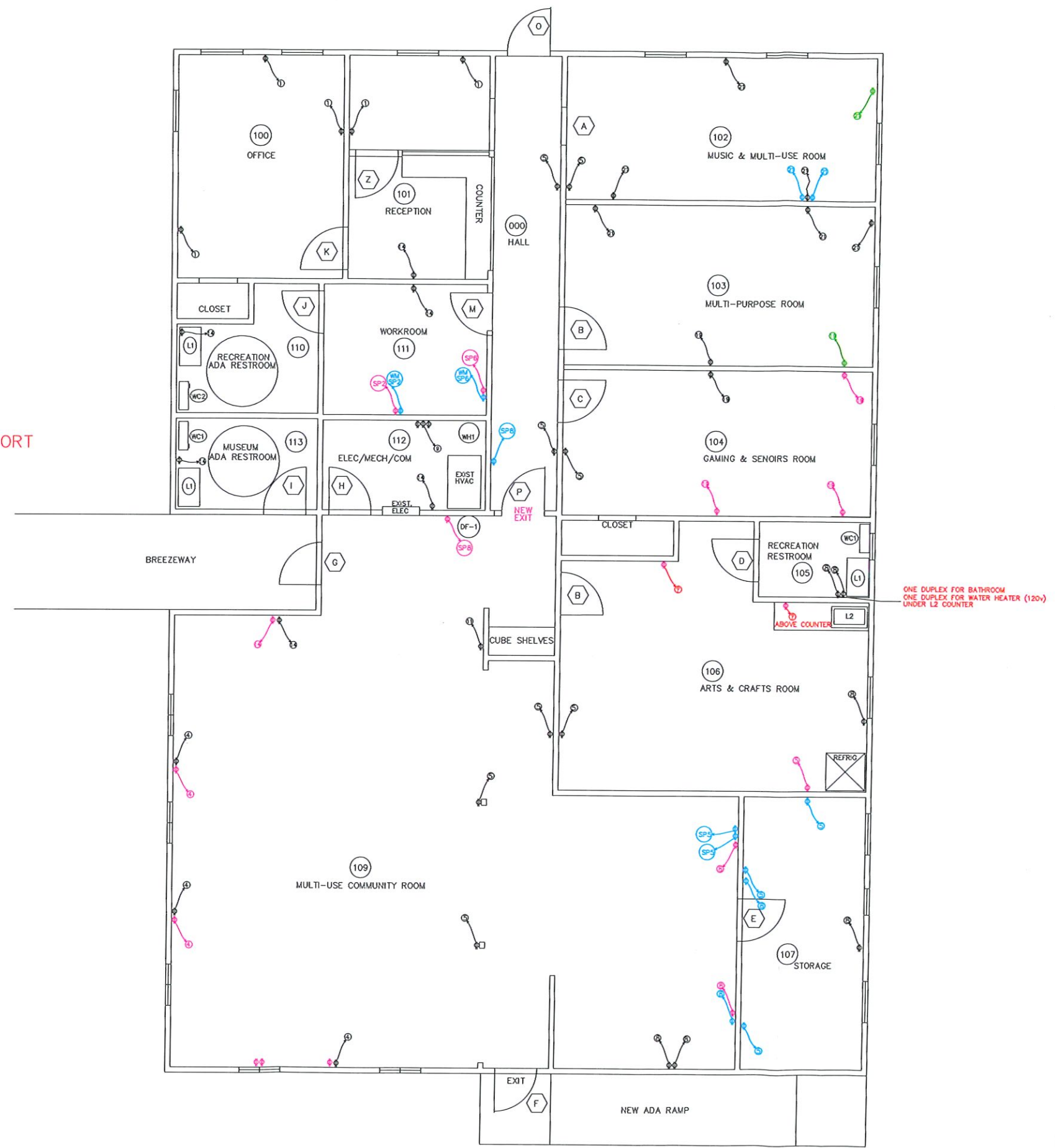
BEFORE DIGGING IN  
GEORGIA  
CALL 811

- ♦ MAGENTA OUTLETS ARE NEW ITEMS
- ♦ CYAN OUTLETS ARE TO BE REMOVED
- ♦ OUTLETS ARE EXISTING AND REMAIN
- WIRE MOLD TO BE REMOVED
- SP# SUB-PANEL NUMBER

EXIT LIGHTS ARE OLDER AND ONE WILL BE ADDED. WE WANT THESE TO BE NEW WITH BUG EYE LIGHTS. FRONT DOOR IS UNDER THE CARPORT SO IT WILL NEED EXTERIOR EXIT LIGHTING AS WELL.

WE WISH TO REPLACE THE EXTERIOR LIGHT UNDER THE CARPORT. WE WISH TO ADD AN EXTERIOR LIGHT AT THE REAR ENTRANCE AND AND AT THE CORNERS OF THE BUILDING ON PHOTOCELL.

THE FACILITY CURRENTLY HAS A SMOKE DETECTION SYSTEM THAT IS MONITORED BY RELYCO.



2025 PROPOSED REVISED NEW FLOOR PLAN

TOWN OF TYRONE  
950 SENOIA ROAD  
TYRONE, GA 30290  
770-487-4038

2024 RECREATION ADMIN CENTER  
RENOVATIONS

881 SENOIA ROAD

Project Name

Project No.

Location

RECREATION ADMIN CENTER  
881 SENOIA ROAD

881 SENOIA ROAD

NEW  
ELECTRICAL  
PLAN

AS NOTED

SAL

SAL

LS100

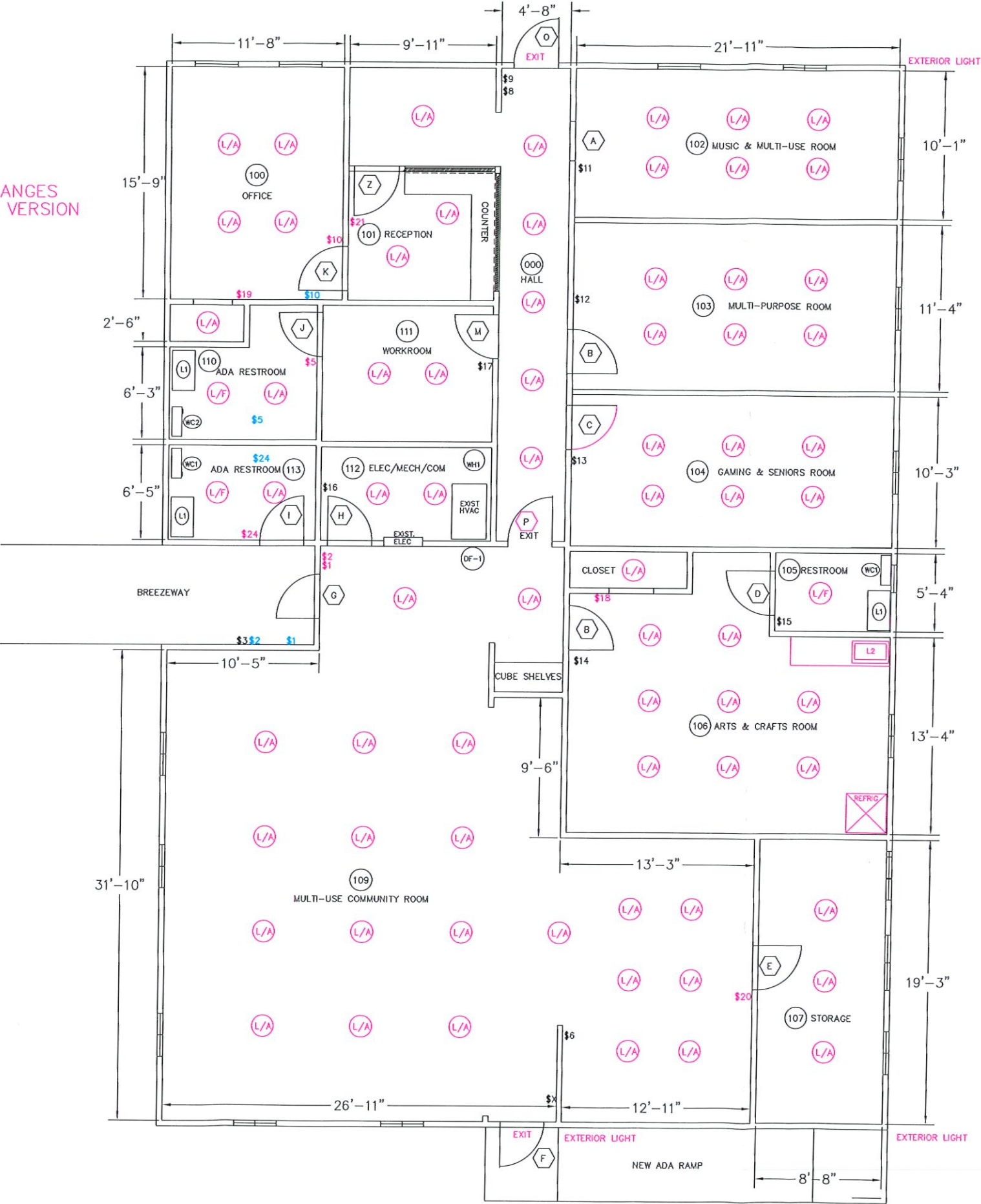
JULY 23, 2025

FILENAME: 2024 REC ADMIN CENTER 881 SENOIA RD

BEFORE DIGGING IN  
GEORGIA  
CALL 811

MAGENTA ITEMS ARE NEW CHANGES  
TO THE PREVIOUS APPROVED VERSION

SWITCH	BREAKER	LOCATION	LIGHTS
S1	2	ROOM 109 & BREEZEWAY	
S2	7	ROOM 109 & BREEZEWAY DOOR	
S3	7	MUSEUM BREEZEWAY	
S4	24	ROOM 113 RESTROOM	FAN LIGHT & 1 CANLESS 6"
S5	24	ROOM 110 RESTROOM	FAN LIGHT & 1 CANLESS 6"
S6	6	ROOM 109 & STORAGE	
S7	7	ROOM 000 HALLWAY	
S8	7	ROOMS 101 & 000 LOBBY/HALL	
S9	7	EXTERIOR PORCH	
S10	7	ROOM 100 OFFICE	
S11	24	ROOM 102 MUSIC	
S12	24	ROOM 103 MULTI-PURPOSE ROOM	
S13	6	ROOM 104 GAMING	
S14	6	ROOM 106 ARTS & CRAFTS	
S15	6	ROOM 105 RESTROOM	FAN LIGHT & 1 CANLESS 6"
S16	????	ROOM 112 MECH/COM/ELEC	
S17	????	ROOM 111 WORKROOM	
S18	NEW	ROOM 100 OFFICE	
S19	NEW	ROOM 106 ARTS/RAFTS CLOSET	
S20	NEW	ROOM 107 STORAGE	
S21	NEW	ROOM 101 RECEPTION	



2025 PROPOSED REVISED NEW FLOOR PLAN

TOWN OF TYRONE  
950 SENOIA ROAD  
TYRONE, GA 30290  
770-487-4038

2024 RECREATION ADMIN CENTER  
RENOVATIONS

Project Name  
2024 RECREATION ADMIN CENTER  
RENOVATIONS

Project No.  
PW-2024-04

Location  
TOWN OF TYRONE

RECREATION ADMIN CENTER  
881 SENOIA ROAD

Project Name  
RECREATION ADMIN CENTER  
881 SENOIA ROAD

Project No.  
PW-2024-04

Location  
TOWN OF TYRONE

ELECTRICAL  
LIGHTING PLAN

Sheet Title  
ELECTRICAL  
LIGHTING PLAN

Scale  
AS NOTED

Designed by  
SAL

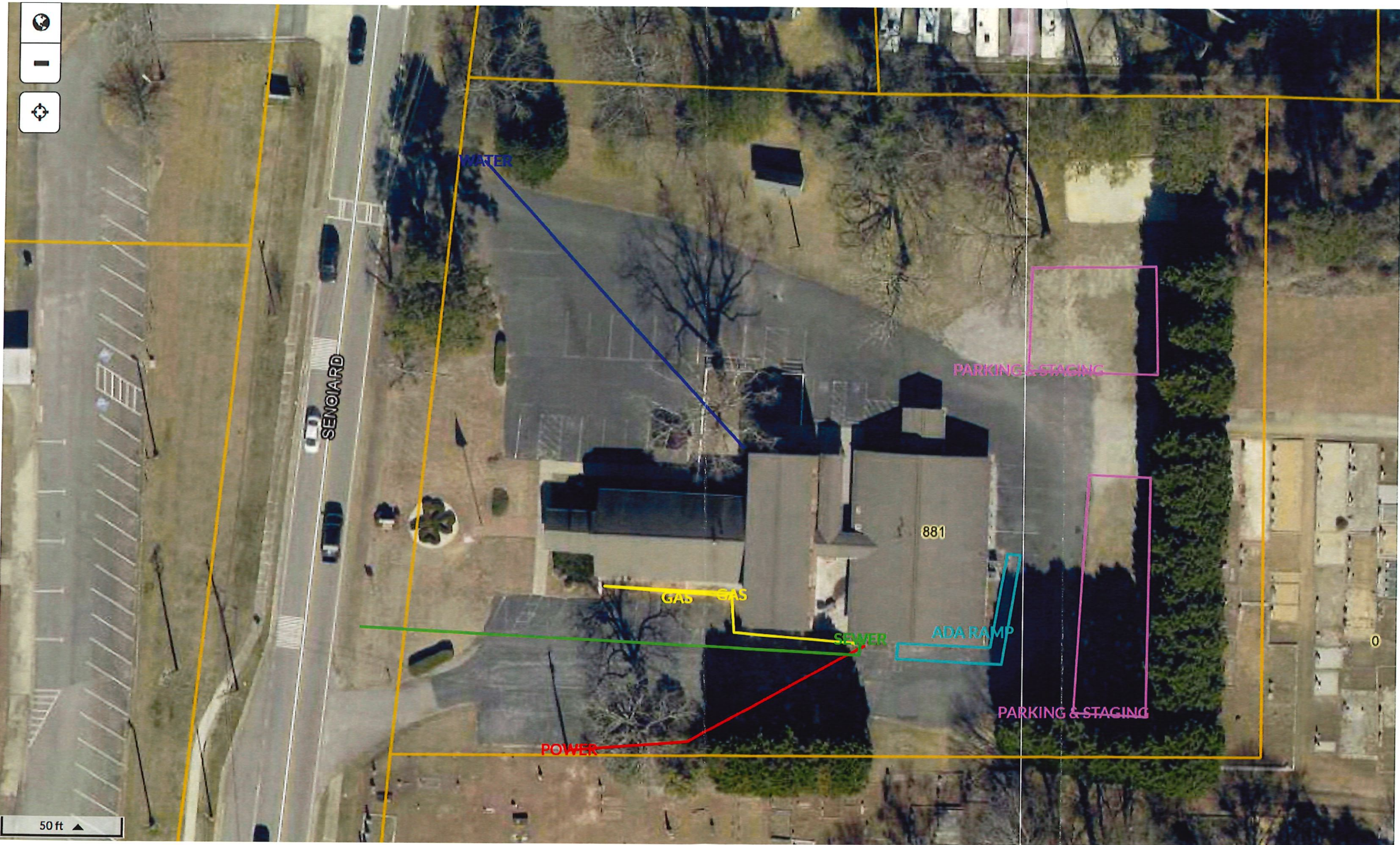
Drawn by  
SAL

Sheet No.  
LS100

DATE  
JULY 23, 2025

FILENAME: 2024 REC ADMIN CENTER 881 SENOIA RD





SITE PLAN