



**Clinch County Public Library**  
*Request for Proposals, August 29, 2018*  
*Parking Lot Repair*

The Clinch County Library Board is issuing a Request for Proposal (RFP) for interested vendors to submit proposals for the parking lot repair at the Clinch County Public Library located at 478 West Dame Street, Homerville.

The work proposed in these specifications is dependent upon funding from the City of Homerville, the Clinch County Board of Commissioners, the Clinch County Board of Education, and the State of Georgia.

**Proposal Submission**

Proposals should be submitted in a sealed envelope and sent to the following by email, mail, delivery service, or hand delivery no later than **September 30, 2018**. No faxed copies will be accepted.

Clinch County Public Library  
c/of Okefenokee Regional Library  
Attn: Martha Powers-Jones, Director  
401 Lee Avenue  
Waycross, GA 31501  
[martha@okrls.org](mailto:martha@okrls.org)

Thank you for your interest in serving the Clinch County Public Library.

**Proposal**

- The Clinch County Library Board reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected, it will be the most advantageous regarding price, quality of service, the Contractor's qualifications and capabilities to provide the specified service, and other factors which the Board may consider. The Board does not intend to award a contract fully on the basis of any response made to the proposal; the Board reserves the right to consider proposals for modifications at any time before a contract would be awarded, and negotiations would be undertaken with that provider whose proposal is deemed to best meet the Board's specifications and needs.
- The Board reserves the right to reject any or all proposals, to waive or not waive informalities or irregularities in proposals or proposal procedures, and to accept or further negotiate cost, terms, or conditions of any proposal determined by the Board to be in the best interests of the Clinch County Public Library even though not the lowest bid.
- Separate proposals may be considered for the tree removals, parking lot work, and the sidewalk repair.

- Proposals will be reviewed on Thursday, October 11, 2018 at the 4:00 p.m. quarterly meeting of the Clinch County Library Board; the price quotations stated in the bidder's proposal will not be subject to any price increase from this date to the mutually agreed-to date of proposal.
- Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days. Failure of the successful bidder to accept the obligation of the proposal may result in the cancellation of any award.
- In the event it becomes necessary to revise any part of the RFP, addenda will be provided. Deadlines for submission of proposals may be adjusted to allow for revisions.
- Proposals should be prepared simply and economically providing a straight-forward, concise description of the vendor's ability to meet the requirements of the RFP.
- A standard Okefenokee Regional Library System Service Contract will be executed between the Clinch County Public Library and the awarded vendor. The Clinch County Library Board reserves the right to award the total proposal, to reject any and all proposals in whole or in part, and to waive any informality or technical defects if, in Clinch County Library Board's sole judgment, the best interest of Clinch County Public Library will be so served.

### **Scope of Work**

- Remove seven (7) trees and stumps which are damaging the parking lot.
- Remove damaged sections of existing pavement and replace with new asphalt.
- Provide surface to smooth and level entire parking lot.
- Remove damaged sections of sidewalk to parking lot and replace with new sidewalk surface.
- Stripe parking lot.
- Remove all scrap, litter and debris resulting from the specified project herein and leave work and premises in clean and satisfactory condition.
- Contractor/bidder must be bonded.
- Contractor/bidder is solely responsible for furnishing all materials, labor, and safety equipment to complete scope of work.
- Contractor/bidder will carry appropriate insurance for any workers assigned to this project and is solely liable for any issues relating to workers on Clinch County Public Library property during the completion of project.
- Contractor/bidder is responsible for obtaining any necessary permits and follow all legal regulations for project.
- Contractor/bidder is responsible for a minimum 5 year material and labor warranty and a 10 year minimum manufacturer material warranty.
- Complete project no later than May 15, 2019.