

INVITATION TO BID

Troup County Shop

Metal Roof Replacement Project - RFP (10/3/2025)

2520 Hamilton Road, LaGrange, Ga 30240

(access to the Shop Building is off Hamilton Road – see attached Site Plan)

(The Shop Building is/will be occupied)

Sealed proposals from Contractors will be received by Troup County Purchasing Department, in 100 Ridley Avenue, Suite 3100, until 3:00 p.m. at the time prevailing in LaGrange, Georgia on 6 NOVEMBER 2025 for the Troup County Shop – Metal Roof Replacement Project - RFP (10/3/2025) located at 2520 Hamilton Road, LaGrange, Georgia. At the time and place noted above, the proposals will be publicly opened. The exterior of the package must be clearly marked identifying the contents of the package. All sealed proposals shall include a fully completed/executed **PROPOSAL FORM**, as provided in this **INVITATION TO BID**, a copy of all manufacturer's product warranties, and the contractor's written warranty covering all labor, installation, and workmanship.

The contract, if awarded, will be on a lump sum basis. No bid may be withdrawn for a period of sixty (60) days after time has been called on the date of the opening.

The project is to be substantially complete in ninety (90) consecutive calendar days. The anticipated start date for construction is on or about DECEMBER 2025.

Bids delivered to:
Troup County Purchasing Department
100 Ridley Ave., Suite 3100
LaGrange, GA 30240

Late bids will not be accepted.

All requests for clarification and/or additional information must be made via email ONLY to Ramona Gillham, Troup County Purchasing Director, at rgillham@troupcountyga.gov. No phone calls or contacts other than email is allowed. Contacting any other party prior to the bid opening for clarification and/or additional information will require that any proposal submitted by said bidder to be declared non-responsive. **No requests for clarification and/or additional information will be allowed after 28 OCTOBER 2025 (COB).**

Any and all addenda for this project will be posted at www.troupcountyga.gov/Purchasing/Bids.

The successful bidder shall be required to provide comprehensive and liability insurance wherein the County is named as co-insured, contractor is also required to provide a certificate of insurance for Workmen's Compensation Insurance.

The successful bidder must provide a vendor application, e-verify form and a W-9 prior to beginning work. All subcontractors must provide a Troup County e-verify form prior to beginning work on site. These forms can be downloaded from www.troupcountyga.gov/Purchasing/Forms.

All bidders must be properly licensed, insured, and qualified.

Troup County will submit and obtain all necessary permits. Troup County will pay all necessary permit fees.

The Owner reserves the right to reject any or all bids and to waive technicalities and informalities.

The Owner reserves the right to interview any or all respondents.

The Owner reserves the right to contact any or all references.

The Owner reserves the right to award the project, as determined to be in the best interest of Troup County.

The Owner reserves the right to award the project, as determined to provide the best value for Troup County.

Award will be made to the bidder considered the most qualified who will act in the best interest of Troup County and whose proposal meets the demands of Troup County.

Troup County Board of Commissioners

BY: _____

Ramona Gillham, Purchasing Director

Troup County, Georgia

PROPOSAL FORM

Troup County Shop

Metal Roof Replacement Project - RFP (10/3/2025)

2520 Hamilton Road, LaGrange, Ga 30240

(access to the Shop Building is off Hamilton Road – see attached Site Plan)

(The Shop Building is/will be occupied)

INVITED BIDDERS:

Having carefully examined the Request for Proposal (RFP) entitled “**Troup County Shop – Metal Roof Replacement Project - RFP (10/3/2025)**” and Addendum No. _____ as well as the premises and conditions affecting the work, the undersigned proposes to furnish all services, labor, equipment, and materials called for by them for the entire scope of work included in the Metal Roof Replacement Project in accordance with said document for the TOTAL SUM OF:

_____ DOLLARS (\$_____)

The undersigned agrees that this proposal may not be revoked, or withdrawn for a period of sixty (60) days from and including the date of the Bid Opening.

The undersigned agrees to execute a contract (AIA Document A101) no later than ten (10) days from and including date of notification of acceptance of this proposal in writing, by mail, email, telegraph, facsimile transmission, or delivery.

The undersigned agrees to commence actual physical work on the site with an adequate force and equipment within thirty (30) days from and including a date to be specified in written order of the Owner and be substantially complete in ninety (90) consecutive calendar days.

Respectfully submitted,

Name: _____

Address: _____

By: _____

Title: _____

FORM OF CONTRACT

Troup County Shop

Metal Roof Replacement Project - RFP (10/3/2025)

2520 Hamilton Road, LaGrange, Ga 30240

(access to the Shop Building is off Hamilton Road – see attached Site Plan)

(The Shop Building is/will be occupied)

FORM TO BE USED:

The Agreement for the work will be written on the Standard Form of Agreement between Owner and Contractor where the basis of payment is a Stipulated Sum, AIA Document A101, 2017 edition, with modifications, referenced documents, and attachments.

