

## **INVITATION TO BID**

### **Troup County Board of Commissioners**

#### **1<sup>st</sup> Tee Clubhouse Building (+/- 1,277 HSF) - RFP (5/28/2026)**

**1220-B LaFayette Parkway, LaGrange, Ga 30240**

**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 30 JUNE 2026 for the Troup County Board of Commissioners – 1<sup>st</sup> Tee Clubhouse Building (+/- 1,277 HSF) - RFP (5/28/2026) located at 1220-B LaFayette Parkway, 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**, the required 5% Bid Bond, a detailed project proposal demonstrating compliance with the RFP Scope of Work, a copy of the contractor's qualifications, and a copy of the contractor's written warranty covering all labor, installation, and workmanship. All sealed proposals shall include two (2) hard/paper copies and one (1) digital copy on a thumb/zip drive.

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 No bid may be withdrawn for a period of sixty (60) days after time has been called on the date of the opening.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 **one hundred and eighty (180) consecutive calendar days**. Anticipated start date for construction is on or about **JULY/AUGUST 2026**.

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

Late bids will not be accepted.

**Mandatory Pre-Bid Meeting to be held on 4 JUNE 2026 at 3:00 PM at the jobsite location.**

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](mailto:rgillham@troupcountyga.gov). No phone calls or contacts other than email are 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 23 JUNE 2026 (COB).**

Any and all addenda for this project will be posted at [www.troupcountyga.gov/Purchasing/Bids](http://www.troupcountyga.gov/Purchasing/Bids).

Bid Bond equal to 5% of bid is required. Both a Performance Bond and a Payment Bond will be required in the amount equal to 100% of the contract price from the successful bidder. The bonding surety must be either authorized by the Insurance Commissioner of Georgia or be on the United States Treasury's list of approved bond sureties.

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](http://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 given to the bidder, considered the most qualified, who will act in the best interest of Troup County and whose proposal best meets the demands of Troup County.

**Troup County Board of Commissioners**

BY: \_\_\_\_\_

Ramona Gillham, Purchasing Director

Troup County, Georgia

**PROPOSAL FORM**

**Troup County Board of Commissioners**

**1<sup>st</sup> Tee Clubhouse Building (+/- 1,277 HSF) - RFP (5/28/2026)**

**1220-B LaFayette Parkway, LaGrange, Ga 30240**

**INVITED BIDDERS:**

Having carefully examined the Request for Proposal (RFP) entitled “**Troup County Board of Commissioners – 1<sup>st</sup> Tee Clubhouse Building (+/- 1,277 HSF) – RFP (5/28/2026)**” 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 for Quote/Bid Proposal 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 adequate force and equipment within ten (10) days from and including a date to be specified in written order of the Owner and be substantially complete in **one hundred and eighty (180) consecutive calendar days**.

Enclosed herewith is a Bid Bond\* in an amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) being not less than 5% of the BASE BID PROPOSAL. The undersigned agrees that the above-stated amount is the proper measure of liquidated damages which the Owner will sustain by failure of the undersigned to execute the Contract and to furnish the Performance Bond and the Labor & Material Payment Bond in case this proposal is accepted and further agrees to the following.

\*Certified or Cashier’s Check not acceptable.

If this proposal is accepted within sixty (60) days from and including the date of the Bid Opening and the undersigned fails to execute the Contract within ten (10) days from and including date of notice of such acceptance, or, if he fails to furnish with Performance Bond and Labor & Material Payment Bond, the obligation of the Bid Bond will remain in full force and effect, and the money payable therefore shall be paid the Owner as liquidated damage for such failure; otherwise the obligation of the Bid Bond will be null and void.

Respectfully submitted,

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

Address: \_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

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

The full names and addresses of persons and firms interested in the forgoing bids as principles are as follows:

\_\_\_\_\_

Legal Name of Bidder: \_\_\_\_\_

## **FORM OF CONTRACT**

**Troup County Board of Commissioners**

**1<sup>st</sup> Tee Clubhouse Building (+/- 1,277 HSF) - RFP (5/28/2026)**

**1220-B LaFayette Parkway, LaGrange, Ga 30240**

### **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.

