

RFP 2023-03
Parking Deck for Railroad Avenue



IMPORTANT DATES

	Date	Time	Location
Issue RFP:	May 9, 2023		
Pre-Bid Conference (Optional):	June 7, 2023	2:00 PM	Lilburn City Hall 2 nd floor conference room
Deadline for Questions:	June 26, 2023	5:00 PM	
Final Addendum to be Posted By:	June 30, 2023	5:00 PM	
Proposal Submission Deadline:	July 6, 2023	10:00 AM	
Proposal Opening:	July 6, 2023	10:15 AM	Lilburn City Hall 2 nd floor work session room

The Lilburn Downtown Development Authority (the “DDA”) is now accepting sealed proposals from qualified vendors to provide Design-Build Services for a 700 space, 232,000 square feet parking deck. The parking deck will be built in conjunction with a 267+/- unit, approximately 300,000 square foot luxury apartment building and the Railroad Avenue Extension, in Lilburn, Georgia, in the development known as “Railroad Avenue Parking Deck”. Information about the project is provided below and on the city’s website: www.cityoflilburn.com or <https://sycamore.mysocialpinpoint.com/lilburn-railroad-ave>.

Instructions for preparation and submission of a response are contained in this package. All submittals are due in the office of the City Manager located at 340 Main Street, Lilburn, Georgia, 30047, no later than 10:00 a.m. on Thursday, July 6, 2023. Proposals will be opened at 10:15 a.m. at Lilburn City Hall, 2nd floor, City Council Work Session Room.

Section I: General Information

In addition to Design-Build Services for the Parking Deck, the DDA has approved Development and Inducement Agreements with RangeWater Real Estate (the “Developer”) related to the design, construction, operation, and management of the Railroad Avenue Apartments. The Developer will design and build the apartments. The DDA will design and build the attached parking deck.

The DDA is seeking firms interested in providing public Design-Build services on the Railroad Avenue Parking Deck through this RFP process. The DDA’s selection committee (“Committee”) will evaluate submitted proposals based upon the identified evaluation criteria and points set forth below, interview as necessary, and award based on the selection criteria established herein. The project delivery method for construction will be public Design-Build with a Guaranteed Maximum Price (“GMP”) per a Design/ Build Contract.

Section II: Project Summary

The project consists of a six-story parking deck with approximately 700 spaces. The project fulfills parking requirements for city, residential, retail, restaurant & commercial space in the general vicinity, fuels economic development, and is essential in creating a pedestrian-friendly community within the Old Town Overlay District. The scope of work will involve the following elements:

1. The work consists of the design and construction of a parking deck with approximately 700 precast structured parking spaces, related site preparation and improvements and complete mechanical, electrical, plumbing and fire protection systems.
2. The work includes, but is not limited to site assessment, clearing, geotechnical and hydrology analysis, earth work, termite control, asphalt paving, concrete paving, planting and irrigation, turf and grasses, plants, stormwater management, cast-in-place concrete, pre-cast parking structure, parking space availability, lighting, gate house with HVAC, gate arms, unit masonry assemblies, structural steel, pipe and tube railings, rough carpentry, water repellents, building insulation, thermoplastic membrane roofing, sheet metal flashing and trim, roof accessories, joint sealants, steel doors and frames, aluminum framed entrances and storefronts, door hardware, glazing, gypsum board, ceramic tile, acoustical panel ceilings, resilient floor tile, painting, louvers and vents, interior and exterior building signage, fire-protection specialties, elevators, fire protection, plumbing, HVAC & electrical.
3. Stormwater Requirements: On-site underground stormwater facility designed to maximize detention volume and water quality, and additional acceptable stormwater BMPs designed to achieve compliance with all federal, state, and local ordinances or permits according to city adopted Gwinnett County design manuals and pipe standards. The stormwater facility must serve both the apartments and the parking deck, and it must be accessible for periodic

inspections and maintenance. The successful proposer will be responsible for meeting all stormwater inspection requirements associated with disturbance permits. As-built survey and hydrology study are required.

4. Screening Requirements. Screening is needed on two sides of the parking deck. The apartments will wrap the deck on the front facing Railroad Avenue; therefore, screening is not needed. One side of the deck will be connected to the apartment building, so screening is not necessary. On the back side of the deck facing toward First Avenue, screening that prevents light from escaping the deck toward the residential parcels will be required. On the side facing 57 Railroad Avenue, screening/exterior treatments will be required subject to approval by the DDA to include, but not limited to, a mural.
5. Additional Requirements: Private parking portion of the deck should include approximately 10 fast-charging, electric vehicle charging stations for private users of the deck. Thoughtful consideration should be given to elevator finishes and elevator secured entries into residential areas. Signage, wayfinding, payment details, what's reserved, what's open space, etc., should be provided. Access control for vehicular and pedestrian purposes for both public and private portions. Striping for spaces and space availability technology and directional wayfinding should be provided. The public entrance should include a payment kiosk. A lighting plan to include corners, lobbies, and stairwells. Bollards should be provided where appropriate, including around the corners and entrances of the deck.

Section III: Information and Instructions

The remainder of this document provides additional information that will allow a prospective offeror to develop a submittal in the format desired by the DDA.

Submission Requirements: The complete original submittal must be submitted in a sealed package. All submittals shall be marked with the RFP number and project name clearly marked on the outside of the sealed package. Offerors shall file all documents necessary to support their submittal and include them with their proposal. Offerors shall be responsible for the actual delivery of submittals during normal business hours to the address indicated in the cover letter. It shall not be sufficient to show that the submittal was mailed in time to be received before scheduled closing time.

Responsibility: It is the sole responsibility of the Offeror to assure that they have received the entire Request for Proposals (RFP).

Changes or Modifications to RFP: Offerors registered with the DDA, will be notified in writing of any change in the specifications contained in this RFP. Otherwise, offerors are expected to check the City website for addenda which will be posted to the website not less than 72-hours prior to the response deadline. Questions should be directed, in writing, to Mike Helton, the DDA's project representative at mhelton@cityofilburn.com.

Interpretations: No verbal or written information that is obtained other than through this RFP or its addenda shall be binding on the DDA. No employee of the DDA is authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to that contained in or amended to this written RFP document.

Right of Rejection and Clarification: The DDA reserves the right to reject any and all submittals

and to request clarification of information from any Offeror. The DDA is not obligated to enter into a contract on the basis of any submittal submitted in response to this document.

Request for Additional Information: Prior to the final selection, Offerors may be required to submit additional information which the DDA may deem necessary to further evaluate the Offeror's qualifications.

Denial of Reimbursement: The DDA will not reimburse Offerors for any costs associated with the preparation and submittal of any proposal, or for any travel and/or per diem costs that are incurred.

Gratuity Prohibition: Offerors shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or agent of the DDA or the Developer for the purpose of influencing consideration of this submittal.

Right of Withdrawal: A submittal may not be withdrawn before the expiration of one hundred (120) days from the submittal due date.

Right of Negotiation: The DDA reserves the right to negotiate with the selected Offeror the fee for the proposed scope of work and the exact terms and conditions of the contract.

Exceptions to the RFP: It is anticipated that Offerors may find instances where they may take exception with certain requirements or specifications of the RFP. All exceptions shall be clearly identified, and written explanations shall include the scope of the exceptions, the ramifications of the exceptions for the DDA, and a description of the advantage to be gained or disadvantages to be incurred by the DDA as a result of these exceptions.

Indemnification: The Offeror, if successful, at its own expense and without exception, shall indemnify, defend and pay all damages, costs, expenses, including attorney fees, and otherwise hold harmless the DDA, its employees, and agents, from any liability of negligent nature or kind in regard to the delivery of these services. The Offeror shall secure and maintain General Liability Insurance, if required, as will protect them from claims under the Workers Compensation Acts and from claims for bodily injury, death, or property damage which may arise from the performance of services under this contract. Further, the Offeror shall provide evidence and the amount of Errors and Omissions Insurance, i.e., Professional Liability Insurance currently in effect. The successful offeror shall be required to provide adequate insurance coverage consistent with the scope & scale of this project offering.

Rights to Submitted Material: All submittals, responses, inquiries, or correspondence relating to or in reference to this RFP, and all reports, charts, and other documentation submitted by Offerors shall become the property of the DDA when received.

Title VI/ Nondiscrimination Statement: No person shall on the grounds of race, color, national origin, sex, age, and 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 DDA. The DDA does further commit that disadvantaged business enterprises as defined by and approved by the Georgia Department of Transportation will be afforded full opportunity to submit in response to this request and will not be discriminated against on the grounds of race, color, national origin, sex, age, handicap/disabled in consideration of an award.

Qualifications: Submittals shall include a completed copy of the appropriate schedules in response to this request.

Selection Criteria for Prospective Contractor: To receive consideration, the offeror's submittal should be responsive to the potential projects described in this document and according to the criteria listed below.

A selection committee will be convened to evaluate the submittals based on the following weighted criteria:

1. Project Methodology (up to 45 points)
 - a. Proposal for coordination with Dwell as the designer, subcontractors, site workers, the DDA staff representative, and the Developer.
 - b. Proposal for screening and exterior elevations considering all viewpoints including maintenance plans, as needed.
 - c. Proposal for segregating approximately 300 parking spaces for the public and approximately 400 spaces for private use (apartments). Private parking must include approximately 10 fast-charging electric charging stations for the private users of the deck only.
 - d. Proposal for lighting and space availability technology including exterior vacancy count for public and private spaces. Red light/green light indicators above each space and blue or purple for ADA spaces.
 - e. Proposal for gate and payment technology including license plate technology and cameras at the entrances and exits.
 - f. Communication Plan including weekly progress reports to the DDA staff representative and the Developer.
 - g. Traffic Control Plan throughout the construction process.
 - h. Plan for compliance with local, state, and federal requirements including fire code and sanitation requirements.
 - i. Confirmation of on-site dedicated project manager at all times during construction.
2. Prior Experience of Offerer with Similar Projects (up to 25 points)
 - a. Demonstrated experience working with RangeWater.
 - b. Demonstrated experience with a Development Authority.
 - c. Experience with Design/Build projects.
 - d. Experience with complex stormwater projects of similar nature.
 - e. Proof of success delivering similar projects on time and within budget based on a Guaranteed Maximum Price.
3. Guaranteed Maximum Price (up to 30 points)

- a. Not to Exceed Design cost
- b. Not to Exceed Construction cost broken down by estimates for prefab/precast deck components, underground stormwater facility, lighting, technology, and finishes/screening.
- c. Not to Exceed Overhead and Profit cost

Upon completion of an initial evaluation by the committee and scoring, interviews may be utilized to determine the final short-list of candidates at the sole discretion of the committee. A final recommendation will be made to the Lilburn DDA for approval. The DDA reserves the right to award a portion of or the entire contract to any combination of consultants (firms, teams, or individuals) that serve the best interest and provide the greatest value to the DDA while maintaining a competitive and fair procurement framework.

Copies: One unbound original, one .pdf on flash drive, and **three (3) bound** original copies of the submittal and supporting documents must be submitted in response to the RFP. An electronic version of the submittal is also required.

Termination of Contract: The contract may be canceled at any time for breach of contractual obligations by providing the successful Offeror with a written notice of such cancellation, in accordance with the terms of the final Construction Agreement.

Assignment: The successful Offeror shall not sell, assign, transfer or convey any contract resulting from this RFP, in whole or in part, without the prior written consent.

Conflict of Interest: The Offeror covenants that they presently have no interest in and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of the services hereunder. The Offeror further covenants that no person having any such known interest shall be employed or conveyed an interest, directly or indirectly, in the contract.

Independent Contractor: The Offeror represents itself to be an independent contractor offering such services to the general public and shall not represent himself or his employees to be an employee of the DDA. Therefore, the Offeror shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers compensation, employee insurance, minimum wage requirements, overtime, and other expenses, and agrees to indemnify, save, and hold the DDA, its officers, agents, and employees, harmless from and against, any and all loss; cost (including attorney fees); and damage of any kind related to such matters. The Offeror shall further understand that the DDA cannot save and hold harmless and or indemnify the Offeror and/or the Offeror's employees against any liability incurred or arising as a result of any activity of the Offeror or any activity of the Offeror's employees performed in connection with the contract.

Contract: The contract shall consist of:

- 1) The RFP and any amendments thereto;
- 2) The qualifications submitted by the Offeror in response to the RFP;
- 3) GMP submitted by the Offeror in response to the RFP; and
- 4) Executed contract with the successful Offeror.

In the event of a conflict in language between the documents referenced above, the provisions and requirements set forth and/or referenced in the Construction Agreement shall govern. However, the DDA reserves the right to clarify any contractual relationship in writing with the concurrence of the Offeror, and such written clarification shall govern in case of conflict with the applicable requirements stated in the RFP or the Offeror's submittal. In all other matters not affected by the written clarification, if any, the RFP shall govern.

Compliance with Laws: In connection with the furnishing 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, regulations, and executive orders to the extent that the same may be applicable and further agrees to insert the foregoing provision in all subcontracts awarded hereunder.

Funding: Funding is provided through bonds issued by the DDA. No federal funding is being used in the completion of this project.

Submittal Submission & Evaluation

Firms should provide the following information related to this RFP:

- Letter of Interest (Cover Letter)
- Project Understanding & Description - Narrative
- Project Methodology – Narrative
- Project Experience – Narrative and Schedules A, C, D, G, I (Include project data sheets as necessary)
- Team Member Experience – Schedule B
- Evidence of Financial Health – Schedules E, H, J, K, L
- Safety Record – Schedule F
- Fee Proposal – Schedule M (Sealed Separately)
- Certification

Responses to this request should be in the form of a written package not to exceed 50 pages including cover letter. Any incomplete submittals will be determined to be non-responsive.

The DDA will select the Design-Builder that demonstrates the best combination of qualifications by area of expertise or collective specialties in such manner as is in the best interest of the DDA.

Interviews may be required; however, the DDA reserves the right to award a contract based upon evaluation of the written submittals only. The form of the contract will be in AIA format.

All submittals must be in writing and must be received at the following address **no later than 10:00 a.m. on Thursday, July 6, 2023**. All submittals, delivered by hand or by other means, must clearly indicate on the outside of the sealed package or envelope the information provided below. **Provide one (1) unbound, (1) flash drive (with .pdf copy) and three (3) bound original copies of the complete submittal or electronic if preferred.**

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**LILBURN DDA
c/o Heather Melton, Finance, 2nd Floor, City Hall**

City of Lilburn
340 Main Street
Lilburn, Georgia 30047

Certification

The undersigned declares that he or she has carefully examined all the documents contained in this Request for Proposals (RFP) solicitation for the project **and** certifies to the best of his/her knowledge, that this Proposal fully complies with all of the requirements of the RFP and all addenda and clarifications issued in regard to the RFP.

The undersigned also hereby certifies that he or she (or, if he or she is the authorized representative of a company, the company) is the only person interested in this Proposal and any subsequent proposal; that it is made without any connection with any other person making any submission for the same work; that no person acting for, or employed by, the DDA 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 subsequent proposal or to refrain from doing so or to influence the terms of the Proposal or any subsequent proposal of any other person or corporation; and that this submission is made in good faith without collusion or connection with any other person applying for the same work.

The undersigned further states that he or she has the necessary licenses, certifications, and professional credentials necessary to practice their respective professions within the State of Georgia.

The undersigned states that he or she has carefully examined all of the information provided and representations made in this Proposal and the documents submitted with the RFP including all schedules, forms, and materials, and certifies to the best of his/her knowledge, that this Proposal in its entirety is complete, true, and accurate.

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

Addenda No. (if any) _____

SIGNED UNDER THE PENALTY OF PERJURY:

Signature: _____
(Signature of Authorized Representative)

Print Name: _____

Title: _____

Firm Name: _____

Date: _____

Project Number: _____

Project Name: _____

Firm Name: _____

SCHEDULE E - LAWSUITS: Interested Offerors are required to list all lawsuits in which the Offerors is a defendant or defendant-in-counterclaim with regard to construction contracts within the last 3 years. Please include among the lawsuits requested in the previous sentence, payment bond lawsuits under G.L.c.149, §29 and mechanics lien lawsuits. If the lawsuit was pending at any time during the last three (3) years (which includes any lawsuit that was commenced, dismissed, or resolved by settlement or judgment during that time), then it must be listed. **DO NOT** include actions that primarily involve personal injury, workers' compensation claims, or where the sole cause of action involves the Offeror's exercise of its rights for direct payment. Joint ventures must provide information regarding lawsuits for each joint venture partner.

PROJECT NAME & LOCATION	PROJECT OWNER	DESCRIPTION OF LEGAL PROCEEDING (include caption of case, parties, location of proceeding, description of the dispute and status and/or outcome)

Firm Name: _____

SCHEDULE F – SAFETY RECORD: Interested Offerors are required to provide the three-year history of its workers' compensation experience modifier and **attach documentation from its insurance carrier** supporting the ratings reported herein.

YEAR	WORKERS' COMP. EXPERIENCE MODIFIER	COMMENTS

Firm Name: _____

SCHEDULE G - PROJECT REFERENCES: Interested Offerors are required to list references for prior work respondent Offerors has performed which appears in **Schedule C**.

PROJECT TITLE	COMPANY NAME	CONTACT PERSON/ADDRESS	TELEPHONE#	FAX#
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			

Firm Name: _____

SCHEDULE H - CREDIT REFERENCES: Interested Offerors are requested to list at least three (3) credit references from banks, suppliers and/or vendors.

CHECK ONE	COMPANY NAME	CONTACT PERSON	TELE#	FAX#
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				
<input type="checkbox"/> BANK <input type="checkbox"/> SUPPLIER <input type="checkbox"/> VENDOR				

Firm Name: _____

SCHEDULE I - PROJECT RECORD: – Interested Offerors are required to list all completed similar projects during the past three (3) years. (Respondent Offerors may attach additional pages if necessary).

PROJECT INFORMATION	CONTACT INFORMATION Provide business and contact name, address, telephone, and fax
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:

Firm Name: _____

SCHEDULE J – PRIOR REVENUE: – Interested Offerors are required to list prior revenue for the last three (3) fiscal years.

Firm's fiscal year runs _____ to _____.

YEAR	PRIOR ANNUAL REVENUE (\$)

Firm Name: _____

SCHEDULE K – REVENUE UNDER CONTRACT: – Interested Offerors are required to list revenue under contract for next three (3) fiscal years.

Firm's fiscal year runs _____ to _____.

YEAR	REVENUE UNDER CONTRACT (\$)

Firm Name: _____

Schedule L – LETTER EVIDENCING BONDING CAPACITY

Respondent / Offerors must attach here a letter from a surety company evidencing that the surety will provide respondent with payment and performance bonds for the Project in an amount equal to or greater than One Hundred and Ten Percent (110%) of the estimated trade contract value of the Project. The surety company must meet the requirements set forth above. The required commitment letter must be dated within the time frame of the RFP procurement. The payment and performance bonds must be maintained at least through CO.

Firm Name: _____

Schedule M – FEE PROPOSAL (SEAL/SUBMIT IN SEPARATE ENVELOPE)

Respondent / Offerors must complete the fee proposal in the format provided below:

Not to Exceed Fee – Design Phase	\$
Not to Exceed Fee – Construction Phase	\$
Est. Precast Component	\$
Est. Underground Stormwater Component	\$
Est. Lighting Component	\$
Est. Technology Component	\$
Est. Finishes/Screening	\$
Not to Exceed Fee – Overhead and Profit	\$
TOTAL GUARANTEED MAXIMUM PRICE	\$

Authorized Signature: _____

Date: _____

Printed Name: _____

Title: _____