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Section 1 Introduction & Project Overview

1.1

Purpose

The City of Gray ("Owner") is requesting proposals to select a qualified company ("Contractor" or "Proposer") to replace the existing traffic signal at the intersection of West Clinton St. and Washburn Dr, as shown in Exhibit 1. The purpose of this Request for Proposals is to solicit pricing and qualifications from qualified companies interested in and experienced in providing the services requested herein. Funding for this project will be provided through the Local Maintenance Improvement Grant (LMIG) from the Georgia Department of Transportation.

Scope of Work 1.2

The work to be completed shall consist of furnishing all labor, equipment, and materials necessary to and all appurtenances necessary to provide a complete installation. The work consists of replacing 12 traffic signals, cabinet, and four hundred feet of spanner wire.

Permits –None Required:

1.3

Exhibit 1

Section 2 General Instructions

2.1 Submittal Instructions

Sealed proposals will be received until **November 16, 2026 at 4:30 PM**, the sealed bids will be opened at 6:00 p.m. on November 16, 2026 at Gray City Hall, Attn: Cheyenne Morgan, 109 James Street, Gray, GA 31032. **One (1) original paper copy** shall be submitted.

Requests for Information (RFI's) shall be submitted in writing via email to Cheyenne Morgan at c.morgan@grayga.us . RFI's will be accepted until 4:30 PM on November16, 2026. An Addendum, if needed, will be issued by 12:00 PM on November13, 2026.

Proposals will be evaluated by the OWNER and ENGINEER based on cost (60%), ability to complete the project in a timely manner (workdays) (20%) and experience with similar projects (20%). Any Proponent submitting shall have a complete minimum of five (5) similar projects equal to or greater in size specified herein.

2.2 Submittal Format and Organization

Proposals shall be typed in an 11-point font size minimum on 8.5x11 paper and shall be submitted in a sealed envelope. The proposal shall be organized in the following manner:

a. Transmittal Letter

A letter describing the method or approach the Contractor will use, the work days needed to complete the work, and the Contractor's available start date to the OWNER. The letter shall be signed by an officer of the company who has the authority to execute the Cost Proposal Form.

b. Cost Proposal

Complete the Cost Proposal Form (Appendix) in its entirety.

c. Certificate of Insurance

The Proposer shall include proposed certificates of insurance with the Proposal. Such certificates are subject to review and negotiation with Owner. Owner and Engineer shall be listed as additional insured upon contract award.

d. Affidavits

Complete the Noncollusion Affidavit.
Complete the Contractor Affidavit and Agreement.
Complete the SAVE Affidavit.

e. Contractor's License

Enclose a copy of the Contractor's License and the Utility Manager's Certification.

f. References

PROPONENTS shall present a list of similar projects that have been completed within the previous seven (7) years. The list shall contain a minimum of five (5) projects completed equal to or greater in size and complexity specified herein. If less than five (5) projects, so state and give reasons why. Provide the address and Owner contact information and the installation date for each installation.

Section 3 General Terms and Conditions

3.1 Examination of RFP Document and Site

The Contractor shall thoroughly examine the RFP document to ensure that it understands the scope of services to be provided. Any discrepancies, errors, or conflicts shall be brought to the attention of the Engineer immediately.

3.2 Compliance with the RFP

Proposals must be in strict compliance with this RFP. Failure to comply with all provisions of the RFP may result in disqualification.

3.3 Interpretations and Addenda

If a Proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP or any document attached to, incorporated into or referenced by the RFP, they shall immediately notify the Engineer of such error in writing and request modification or clarification of the document as outlined herein. Requests for Information (RFI's) shall be submitted in writing via email to Cheyenne Morgan at c.morgan@grayga.us . If needed, an Addendum addressing any questions will be issued.

3.4 Required Performance Outcomes/Functional Specifications

Asphaltic pavement shall meet the requirements of the State of Georgia Department of Transportation (GDOT) Standard specifications, Articles 820; 802; 883; 828; and 882.

3.5 Payment for Completed Work

Payment will not be paid until all work has been completed and the Statutory Affidavit included in the Appendix has been executed.

3.6 No Gratuities or Favors

CONTRACTOR shall not offer any gratuities and/or favors to any member of the OWNER or ENGINEER. Any attempt by the CONTRACTOR to influence the selection process shall be grounds for exclusion from the selection process.

3.7 Accurate Information

CONTRACTOR shall provide accurate information in its proposal. Any CONTRACTOR who provides false or misleading information in their proposal shall be excluded from the selection process.

3.8 Proposal Costs

The Owner will not be liable in any way for any costs incurred by any Proposer in the preparation of its proposal in response to this RFP, nor for the presentation of its proposal and/or participation in any discussions or negotiations.

3.9 Termination of Project

The OWNER reserves the right to cancel this project at any time without cause. Cancellation of the project by the OWNER after the CONTRACTOR has been issued a purchase order by the OWNER will be subject to any costs incurred by the CONTRACTOR for work completed up to the date of cancellation.

3.10 Confidentiality

All proposals shall be held confidential to the extent allowable by law until after the selection process is complete.

3.11 OWNER and ENGINEER Rights

Owner reserves the right to reject any or all Proposals, to waive informalities and to re-advertise, including without limitation, the rights to reject any or all nonconforming, nonresponsive, unbalanced or conditional Proposals and to reject the Proposals of any Proposer if Owner believes that it would not be in the best interest of the Project to make an award to that Proposer, whether because the Proposal is not responsive or the Proposer is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the Owner.

The Owner and Engineer reserve the right to evaluate the qualifications submitted; waive any irregularities therein; request more detailed information; request clarifications or corrections to proposals, accept any submittal or portion of a submittal; and/or reject any or all proposals should it be in the best interest of the Owner.

3.12 Acceptance of Proposals

The Owner may accept proposals that are submitted properly and are not rejected for any reason. However, the Owner reserves the right to request clarifications or corrections to proposals.

3.13 Validity of Proposals

All proposals shall be valid for a period of 60 days from submission except as provided by State Law.

3.14 Proposer Responsibilities

The Proposer will be required to follow contract requirements in accordance with all conditions of the Contract (Purchase Order), provide a responsible project manager, assign qualified persons to the work, provide the equipment required to do the assigned task or accomplish the work, maintain records of expenditures, deliverables and progress, submit required reports on schedule, maintain compliance with required permits, and maintain a clear line of communication for prompt resolution of problems.

3.15 Owner's Right to Research Proposer's Experience

The Owner, prior to or after receipt of the Proposer's proposal, shall have the right to research work performed by the Proposer and to contact any and all references to obtain, without limitation for the purpose of evaluating the Proposers qualifications, information regardless of Proposer's performance on the listed jobs. This research effort will be conducted by Owner personnel, and their representatives as deemed appropriate by the Owner, which may include interviews with anyone involved with such projects.

3.16 Terms and Conditions of Contract

A contract resulting from this RFP shall be in the form of a Purchase Order. A W-9 Taxpayer Identification Number and Certification will also be required along with the necessary Georgia Security and Immigration Compliance Act Affidavits included in the Appendix.

3.17 Nondiscrimination

It is the policy of the Owner not to discriminate on the basis of age, race, sex, color, national origin or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services and activities. With regard to all aspects of this Project, Proposer certifies and warrants it will comply with this policy.

3.18 CONTRACTOR Guarantee

The CONTRACTOR certifies, by submission of its proposal, that neither it nor its subcontractors is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any transaction with a public agency in the State of Georgia.

Section 4 Proposal Evaluation and Contractor Selection

4.1. Method of Contractor Selection

The Owner is using the Competitive Sealed Proposals method of Contractor selection, in accordance with Georgia law (OCGA 36-91-20, et seq).

Proposals will be evaluated using the criteria stated in the RFP. Once the evaluation is complete, all responsive Proposers will be ranked from most advantageous to least advantageous to the Owner, considering the evaluation factors stated in the RFP. Short-listing and interviews may or may not be a part of this evaluation and ranking process. The Owner will then negotiate a contract with the highest ranked Proposer. If a satisfactory contract cannot be agreed upon, negotiations may be conducted, in the sole discretion of the Owner, with the second, and then the third, and so on, ranked Proposers. If the Owner is unsuccessful in its first round of negotiations, it may reopen negotiations with any Proposer with whom it previously negotiated. The scope of the work may be changed during this negotiation process at the discretion of the Owner in an effort to reduce the cost and/or to benefit the project in any manner.

An award, if made, will be made to the responsible and responsive Proposer whose proposal is most advantageous to the Owner, taking into consideration the evaluation factors set forth in this RFP and the referenced documents that are attached and hereby made a part of this solicitation. When these documents are reviewed, the Proposer acknowledges he has been provided sufficient detail to understand and respond to the Scope of Work to be provided by the Proposer to satisfactorily provide the specified service.

4.2. Projected Timetable

This project is urgent and should be completed within thirty (30) working days of Notice to Proceed and approval of Shop Drawings.

4.3. Proposal Evaluation Panel and Evaluation Factors

A panel appointed by the Owner will evaluate proposals. Consultants of the Owner may, at the sole discretion of the Owner, evaluate the proposals and/or Proposers. The factors to be considered by the panel in the evaluation of proposals are listed below.

The Owner will consider responses to the following items in its evaluation of proposals and Proposers, listed in order of importance to the Owner in their evaluation process.

Evaluation Factor	
Cost to the Owner	60
Work days needed to complete work/Start date	20
Experience with similar projects	20

Appendix

Cost Proposal Form & Affidavits

Contractor shall complete this form for all items need to complete the work, to restore the site to pre-failure conditions.

COST PROPOSAL FORM

Item No.	Est. Qty	Unit	Description	Unit Price Proposed	Total for Item
1.				$	$

TOTAL PRICE FOR ITEM 1, THE AMOUNT OF:

_____

Price in Words

_____

Dollars and Cents

CONTRACTOR agrees to the Terms and Conditions presented in the Request for Proposals.

Contractor has examined and carefully studied this Request for Proposals, and the following Addenda, receipt of which is hereby acknowledged:	
Addendum No.	Addendum Date

CONTRACTOR:

_____
(Signature)

_____
(Printed Name)

_____
(Title)
(attach evidence of authority to sign)

ATTEST:

_____
(Signature)

_____
(Printed Name)

_____
(Title)

(Seal)

NONCOLLUSION AFFIDAVIT OF PRIME CONTRACTOR

State of Georgia

County of **Jones**

_____, being first duly sworn, deposed and says that:

(1) He is

_____ of
(owner, partner, officer, representative, or agent)

_____, the
Company that has submitted the attached Proposal;

(2) He is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said Contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Contractor, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted or to refrain from offering in connection with such contract, or has in any manner directly or indirectly sought by agreement or collusion or communication or conference with any other Contractor, firm or person to fix the price or prices in the attached Proposal or of any other Contractor, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Contractor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the **City of Gray** (Local Public Agency) or any person interested in the proposed Contract and;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

By: _____

Title: _____

Subscribed and sworn to before me this ___day of _____, 20__.

_____
(Notary Public)

My commission expires _____

_____, 20_____

CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services on behalf of the **City of Gray** has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established 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 subcontractor(s) 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

LMIG for Dixie St.
Name of Project

City of Gray
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.
Executed on: _____ , ____ 2022 in (city)_____ (state), _____ .

_____
Signature of Authorized Officer or Agent

_____
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE
_____DAY OF _____ , 2026_____

_____
NOTARY PUBLIC

My Commission Expires: _____

SAVE AFFIDAVIT

STATE OF GEORGIA

NEWTON COUNTY

By executing this affidavit under oath, as an applicant for a(n) contract [*type of public benefit*] as referenced in O.C.G.A. § 50-36-1 from the City of Gray, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

1) _____ I am a United States citizen

2) _____ I am a legal permanent resident of the United States

3) _____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is: _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A § 50-36-1 (e)(l), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as: ____ _____ _____.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statue.

Executed in _____ (city), _____(state).

_____
Signature of Applicant:

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
___DAY OF _____20__

_____
Printed Name of Applicant:

_____
NOTARY PUBLIC
My Commission Expires: _____