# GEO. L. SMITH II GEORGIA WORLD CONGRESS CENTER AUTHORITY
# REQUEST FOR PROPOSALS

**For the:**

# THOMAS MURPHY BALLROOM BOH SAFETY FLOORING REPLACEMENT

**GEORGIA WORLD CONGRESS CENTER AUTHORITY ATLANTA, GEORGIA**

**RFP NO. GWCC11226EC**

**Geo. L. Smith II Georgia World Congress Center Authority**

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**THOMAS MURPHY BALLROOM BOH SAFETY FLOORING REPLACEMENT**

**Atlanta, Georgia**

## I. General Information

### A. OVERVIEW

Notice is hereby given that the Geo. L. Smith II Georgia World Congress Center Authority (hereinafter referred to as "GWCCA" or "the Authority") is soliciting competitive sealed proposals from experienced and qualified firms interested in providing safety flooring replacement and related services in the Thomas Murphy Ballroom Back-of-House (BOH) corridors at the Georgia World Congress Center.

The successful firm shall provide all management, labor, equipment, materials, technical expertise, and other resources necessary to remove and replace the existing sheet vinyl flooring with commercial-grade, non-slip safety flooring. Services shall include, but are not limited to, removal and disposal of existing flooring; concrete surface preparation, including grinding and priming; furnishing and installing Altro Stronghold 30 Safety Flooring or GWCCA-approved equivalent; heat-welded seams; perimeter caulking; flooring transitions; and installation of red directional floor signage, as further described herein. The successful firm shall be responsible for verifying field measurements and determining all quantities necessary to complete the project.

The successful firm shall ensure that all flooring materials are properly installed and finished in accordance with the manufacturer's requirements and GWCCA's operational needs, while minimizing disruption to scheduled events and facility operations.

All services shall be provided in accordance with the terms, conditions, performance standards, and requirements set forth in this Request for Proposals (RFP).

In issuing this RFP, it is the intent of the Authority that one finalist firm whose proposal is determined through the evaluation process described herein to be especially desirable will be selected to enter into discussions with the Authority for the services described herein. However, all proposals received that are fully responsive to this RFP may be eligible for further consideration at the Authority's discretion.

All respondents to this RFP and their team members are subject to instructions communicated in this document and are cautioned to completely review the entire RFP and follow instructions carefully. The Authority reserves the right to reject any or all statements, submittals and/or proposals, and to waive technicalities, irregularities, and informalities. The Authority reserves the right to cancel, stay or otherwise cease to prosecute this procurement at any time without selecting a respondent to provide the described services, without any liability to any respondents or any other person or entity. The Authority is under no obligation to make an award relating to this RFP to any respondent. Any agreement to be executed for the services contemplated by this procurement must conform to the terms and conditions of all other agreements to which the Authority is a party and to all other antecedent or otherwise paramount legal duties of the Authority. Any agreement to be executed for the services contemplated by this procurement shall be subject also to applicable law.

## B. RESTRICTION OF COMMUNICATION (REMAINS IN EFFECT)

From the time of original advertisement of this RFP solicitation, through this RFP issuance and proposal evaluation until final award is made to a successful respondent and such award is announced, interested firms are not allowed or permitted to communicate about this solicitation or scope with any staff or any official representatives of the Authority or their consultants involved in this procurement, except for submission of questions as instructed in the RFP, or as provided by any existing work agreement(s). Finalists and Apparent Awardee(s) are restricted from making public statements or press releases about their selection as finalists or the apparent award. For violation of this restriction, the Authority reserves the right to reject the submittal of the offending respondent.

## C. PROJECT INFORMATION

### 1. Authority Information

The Georgia World Congress Center Authority (GWCCA) campus, which includes Georgia World Congress Center, Centennial Olympic Park, Mercedes-Benz Stadium, and Signia by Hilton Atlanta, is the largest combined convention, sports, and entertainment campus in North America. Since 2014, GWCCA has managed and operated the Savannah Convention Center (SCC) – marking the industry's first-ever private-to-public facility management agreement. These facilities exist for the primary benefit of promoting and facilitating events and activities that generate economic benefits to the citizens of the state of Georgia as well as enhance the quality of life for every Georgian.

### Georgia World Congress Center

Georgia World Congress Center is the largest LEED Gold certified convention center in the world and continues to be one of the nation's premier destinations for conventions, trade shows, film production, and much more. GWCC encompasses 3.9 million square feet and is among the largest convention centers in the nation in terms of exhibit space. GWCC features 13 exhibit halls offering 1.5 million square feet of prime exhibit space in addition to 98 meeting rooms, 3 auditoriums, 2 grand ballrooms, and various outdoors spaces and plazas. Georgia International Plaza includes a parking deck and pedestrian plaza on Andrew Young International Boulevard adjacent to Georgia World Congress Center and Mercedes-Benz Stadium.

### Centennial Olympic Park

**Commemorating the 1996 Centennial Olympic Games, Centennial Olympic Park (COP) is a 22-acre urban oasis in the center of Atlanta's dynamic downtown entertainment district** and is operated by Georgia World Congress Center Authority. COP's great lawn provides natural seating for 20,000 and new features make it the ideal location for a variety of events. Centennial Olympic Park is located adjacent to the Georgia World Congress Center.

### Mercedes-Benz Stadium/The Home Depot Backyard

The 71,000-seat Mercedes-Benz Stadium (MBS) is home to the Atlanta Falcons and Atlanta United and annually hosts the AFLAC Kickoff Game, Chick-fil-A Peach Bowl, SEC Football Championship Game along with other special events and concerts that provide fans with an unparalleled experience while contributing to the economic growth and success of Atlanta and the state of Georgia. Sitting in the former footprint of the Georgia Dome, The Home Depot Backyard functions as a fan experience zone and parking lot during events at MBS, and as greenspace open to the public on non-event days.

**Savannah Convention Center**

In 2014, the Georgia International Maritime and Trade Center Authority (now Savannah-Georgia Convention Center Authority) approved the selection of GWCCA to manage and operate the Savannah International Trade & Convention Center – today known as Savannah Convention Center (SCC) – marking the industry's first-ever private-to-public facility management agreement. The 330,000-square-foot SCC currently features 100,000 square feet of exhibit space, a 367-seat auditorium, 50,000 square feet of prime meeting space consisting of 13 meeting rooms, a 25,000-square-foot Grand Ballroom, and four executive board rooms. In fiscal year 2020, the Georgia General Assembly approved $70M in bonds for an expansion project that will double the exhibit hall space as well as offer a 40,000 square-foot ballroom, 15 new meetings rooms, and a 900-space parking deck. The SCC expansion project broke ground in March 2021.

**Signia by Hilton Atlanta**

Owned by GWCCA and managed by Hilton Management Services, Signia by Hilton Atlanta is the city's largest downtown ground-up hotel development project in 40 years. The 453-foot-high, 976-room hotel overlooks Mercedes-Benz Stadium and is connected to Georgia World Congress Center's Building C. Signia by Hilton Atlanta offers more than 100,000 square feet of meeting space, including the largest hotel ballroom in Georgia, an outdoor event deck and lawn, and three boardrooms. The hotel also features eight signature food and beverage experiences, including three restaurants and three bars, as well as world-class amenities, including a spa, beauty bar and fitness center with yoga stations, Peloton bikes and more.

The Authority enjoys a strong service reputation based upon our ability to provide a superior facility and related services. The following Request for Proposals will be used to select an organization to partner with the Authority to deliver a service to our customers in a manner that complements our ongoing operations and commitment to excellence and sustainability.

**2. Project Goals**

The Authority envisions a durable, safe, and slip-resistant flooring system that meets the operational needs of the Thomas Murphy Ballroom Back-of-House (BOH) corridors. The replacement flooring shall be properly installed, provide a continuous and uniform finished surface, withstand heavy pedestrian traffic, and meet applicable industry standards and manufacturer requirements while supporting long-term durability, safety, and ease of maintenance.

## II. Evaluation and Selection Process

### A. OVERVIEW

The Authority has the following appropriate resources for continued assistance in carrying out this process:

1. **Project Procurement Director**

This individual shall be assigned by the Authority and will be responsible to the Authority. This individual shall be the Issuing Officer of the solicitation and shall facilitate this procurement process, including posting of solicitations and notices, receipt of submittals and questions, coordination of review, evaluation, ranking recommendation, facilitation of any meetings and interviews, and other duties up to, and throughout selection, and assistance with negotiation and prospective execution of the appropriate agreement(s).

2. **Selection Committee**

This Committee shall be composed of qualified persons approved by the Authority to review and

evaluate respondents' proposals and possibly interview qualified finalist firms. This Committee shall retain the ability to utilize qualified persons and other resources for advisement as the Committee deems necessary.

**B. METHOD OF COMMUNICATION**

Public procurement documents, including attachments, and associated addenda (if issued) will be publicly posted on the Georgia Procurement Registry ("GPR") at the following web address (and may be directly downloaded using Adobe Acrobat Reader): http://ssl.doas.state.ga.us/PRSapp/PR_index.jsp. General communication of relevant, significant information regarding this solicitation will also be made via the GPR. All prospective respondents are responsible for checking the GPR on a regular basis for updates, clarifications, and announcements. **The *Project Procurement Director* named herein shall be the SOLE point of contact for participating firms for the duration of the procurement.** Other specific communications will be made as indicated in this RFP. In accordance with Section I-B above, the Authority reserves the right to reject the submittal of any respondent violating this provision.

**C. EVALUATION OF PROPOSALS AND INTERVIEWS**

The Selection Committee will evaluate all submittals upon submittal validation by the Project Procurement Director, which shall include verification of receipt-on-time and in good order (apparent responsiveness) and verification of receipt of requested Exhibits (if applicable). Each Selection Committee member/evaluator will assign points using the criteria identified in Section IV. Under facilitation and coordination from the Project Procurement Director, the members will thoroughly review and evaluate Proposals submitted in response to this RFP, using the criteria herein. The Authority will require a comprehensive presentation and interview of submitting firms, the evaluation of which shall augment the proposal evaluation. (More information and instructions will be provided to finalists for the interviews well prior to interview dates). It is the intent of the Authority that one finalist firm whose proposal is determined through the evaluation process described herein to be especially desirable will be selected to enter into discussions with the Authority for the services described herein. However, one or more proposals received from finalist firms that are fully responsive to this RFP may be eligible for further consideration by the Authority.

**D. APPARENT AWARD AND FINAL AWARD**

After evaluation, if a firm is selected as apparent awardee, the names of the firm will be posted on the Georgia Procurement Registry and all finalists will receive direct notification from the Project Procurement Director of the firm's selection. The Authority will then schedule and conduct discussions with the apparent awardee firm in pursuit of a prospective agreement(s) suitable to the Authority and Contractor, which will require additional submittals by the apparent awardee. Only the full execution of agreement(s) for the services described herein will constitute final award.

## III. RFP Schedule of Events

The following Schedule of Events table represents the Authority's best estimate of the schedule that will be followed. All times indicated are prevailing times in Atlanta. The Authority reserves the right to adjust the schedule, with prior notice, as it deems necessary.

| | | |
|---|---|---|
| a. Project Procurement Director issues RFP- | | 11/3/26 |
| b. Pre-proposal & site visit<br><br>GWCC<br>Sales/Events<br>Conference Room,<br>Building B<br>285 Andrew Young International Boulevard<br>Atlanta, GA. 30313 | 12:00 PM | 11/10/26 |
| c. Deadline for submission of written questions and requests for clarification | 10:00 AM | 11/12/2026 |
| d. Project Procurement Director provides answers/clarifications/addenda- | | 11/13/26 |
| **e. Deadline for submission of Proposals-** | **10:00 AM** | **11/19/2026** |
| f. Proposer Presentation/Interviews (More information about interviews will be issued with clarifications (item "c", above) | | TBD |

**DELIVERABLES for Proposals**

Proposals must include certain signed and notarized Exhibits, which are provided herein, as follows**:**

a. Exhibit I – Proposal Certification Form

b. Exhibit II – Georgia Security and Immigration Compliance Act Affidavit

c. Exhibit III- Non-Discrimination Certification

d. Exhibit IV – Reference Sheet

e. Exhibit V – Qualification Statement

(Exhibits II and III are required again due to probable expansion of proposing teams). **The Proposals must be submitted in accordance with the instructions provided in Section V-B, must be categorized and numbered as outlined below, and must be responsive to all requested information below:**

## IV. Submittal Conditions

**A. SUBMITTAL OF QUESTIONS AND REQUESTS FOR CLARIFICATION**

Questions about any aspect of the RFP, or the project, shall be submitted prior to the appropriate deadlines indicated in the Schedule of Events, and shall be submitted in writing to:

Erle Coleman Director of Supply Chain Management Georgia World Congress Center Authority

**E-mail:** ecoleman@gwcc.com

The deadlines for submission of questions relating to the RFP are the times and dates shown in the

(*Schedule of Events- Section III).* At any time prior to the submission date, the Authority may issue an RFP addendum to further clarify any part of this RFP, amend this RFP or issue instructions or further information. Each such addendum will be posted and/or distributed to all respondents. In addition, the Authority may adjust any timelines related to the project referenced herein or otherwise.

**B. SUBMITTAL OF PROPOSALS**

One (1) original and five (5) copies of the proposals shall be prepared, for a total of six (6) sets. One complete copy must be provided via flash drive as a SINGLE .pdf file. Each submittal shall otherwise be identical and include a transmittal letter. Submittals must be printed on standard (8½" x 11") paper. The pages of the qualification submittals must be numbered. A table of contents with corresponding tabs must be included to identify each section as instructed in this RFP. Responses are limited to 50 pages (preferably 25 double-sided pages) or less using a minimum of size 11 font. At least one (1) page shall be devoted to an Organization Chart. This shall be single-sided and not exceed 11" x 17" in folded out size. Narrative information should not be added on this page.

Each proposal shall be prepared simply and economically, providing straightforward, concise information, and a manageable electronic file size. Fancy bindings, irrelevant colored displays and promotional materials are not desired. Emphasis must be on completeness, relevance, and clarity of content. **NOTE:** All pages shall be included in the page limit EXCEPT for the front cover, cover (transmittal letter), table of contents, tab dividers, organization chart(s), Exhibits I, II, III, IV and V.

Submittals must be sealed in an opaque envelope or box, and reference **RFP GWCC11226EC and the words "SEALED PROPOSAL"** must be clearly indicated on the outside of all of the envelopes or boxes. Proposals **must be physically received by the Project Procurement Director** prior to the deadline indicated in the Schedule of Events (*Section III of RFP*) at the exact address below:

Georgia World Congress Center Authority GWCC Administration Attention: Erle Coleman

285 Andrew Young International Boulevard, NW Atlanta, Georgia 30313-1591

**No submittals will be accepted after the time and date set for receipt.** Proposals submitted via facsimile or e-mail will not be accepted. All submittals shall be considered proposals, and all submittals upon receipt become the property of the Authority. Labeling information provided in submittals "proprietary" or "confidential", or any other designation of restricted use will not be binding upon the Authority or its representatives and ultimately may not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The Authority is not obligated to any party to reimburse such expenses.

**C. RFP CONDITIONS**

1. Respondents understand and agree that the Authority has the right to reject any and all submittals or to cancel the RFP process at any time without any liability to the Authority or any other person and is under no obligation to make an award relating to this RFP to any person or entity. In addition, the Authority reserves the right to evaluate only those submittals determined to be fully responsive to the RFP. All such decisions are ultimately to be made in the sole discretion of the Authority, for any reason or for no reason whatsoever, and the Authority is under no obligation to assign any reason for the rejection, non-review or non-acceptance of any submittal. Under no circumstances shall this RFP be construed as a contractual offer.

2. Respondents understand and agree that the Authority may, in its sole discretion, request proposals from, and subsequently enter into an agreement with, any entity selected in this process, including any entity that has previously worked with the Authority in any capacity. Furthermore, Respondents shall not hold the Authority, other Parties, their respective affiliates and/or any of their respective employees, representatives, agents, attorneys, advisors or consultants liable for any reason whatsoever related to this RFP and respondents hereby waive all such claims.

3. Respondents may make no modification, correction or withdrawal of their submissions after the submission date. By submitting its submission, each respondent represents that: (i) it has read and understands this RFP, (ii) its submission complies with the requirements of this RFP, (iii) respondent has the necessary corporate authority to submit its Proposal.

4. All information supplied in this RFP or by the parties or anyone acting on behalf of the parties to each respondent is provided solely as a convenience to facilitate the selection process. The parties do not guarantee the accuracy or completeness of any such information supplied. In addition, respondent shall not rely on any express or implied statements, warranties or representations made by the Parties or anyone acting on their behalf. Respondent agrees that the parties and their affiliates and their employees, representatives, agents, advisors or consultants cannot be held liable for any such statements, warranties or representations or inaccuracies or incompleteness in any information provided.

5. **Small and Minority Business Enterprise**

It is the policy of the State of Georgia that small businesses, female-owned businesses and minority businesses have a fair and equal opportunity to participate in the State purchasing process. Therefore, the contractor and the Authority encourages all small businesses, female-owned businesses and minority-owned businesses to compete for, win, and receive contracts for goods, services, and construction. This desire on the part of the contractor and the Authority is not intended to restrict or limit competitive bidding or to increase the cost of the work. The contractor and the Authority support a healthy free market system that seeks to include responsible businesses and provides ample opportunity for business growth and development. The Georgia Department of Administrative Services maintains an office to assist small businesses, female-owned businesses and minority businesses in understanding the State procurement process. In addition to contacting the Authority Purchasing Department, all businesses, female-owned businesses and minority businesses can also contact the Governor’s Small Business Center at the following address for assistance:

**The Governor's Small Business Center**

75 5th Street, N.W., Suite 825

Atlanta, Georgia 30308

Telephone: (404) 962-4824

All Respondents should be aware that contractors and subcontractors who utilize qualified minority subcontractors may qualify for a Georgia state income tax credits for qualified payments made to minority subcontractors. See O.C.G.A. § 48-7-38.

6. **Drug Free Workplace**

The Authority, as policy, operates all facilities as a drug-free workplace, and requires that the labor force of the Contractor be drug-free. The contractor hereby acknowledges this requirement and asserts that the organization of the contractor adheres to such policy and practice. The contractor acknowledges that it may be required to produce certificates affirming its compliance of these requirements of drug-free workplace for duration of agreement term, at execution, or at any time during the term of the agreement. The contractor shall secure from

any sub-contractor hired to work in a drug-free workplace the following written certification: "As a part of the subcontracting agreement with (contractor's name, sub-contractor's name) certifies to the contractor that a drug- free workplace will be provided for the sub-contractor's employees during the performance of this contract pursuant to paragraph 7 of subsection B of Code Section 50-24-3." The contractor may be suspended, terminated, or debarred if it is determined that: 1. The contractor has made false certification hereinabove; or 2. The contractor has violated such certification by failure to carry out the requirements of Official Code of Georgia Section 50-24-3.

7. **Non-Discrimination**

The Authority shall require, prior to, or incidental to, the award of a contract, confirmation by the respondent stating that the respondent has not discriminated and will not discriminate on the basis of race, creed, color, sex, religion or national origin in any of its employment practices with respect to the work force of the business, or procurement services in connection with this project. The successful respondent will be required to execute certificates, affirming these requirements of non- discrimination. More information is provided herein (See Exhibit III).

8. **Vendor Protests**

The Authority has established policy and procedures for processing protests from vendors, bidders or proposers regarding the bidding solicitation process and/or award of contracts related to any organizational entity of the Authority. More information on the policy and procedures can be obtained by contacting the GWCCA Purchasing Department. Bidders/Proposers are hereby cautioned that the policy dictates the following requirements of the Bidder/Proposer:

a. An actual bidder/proposer who is aggrieved regarding the award of a contract must file a written protest in accordance with this policy no later than ten (10) calendar days following the award.

b. A vendor who is aggrieved regarding a solicitation must file a written protest in accordance with this policy no later than two (2) business days prior to submittal deadline.

**REQUIREMENT**

The Preferred Contractor shall have a minimum of five (5) consecutive years of experience providing commercial safety flooring installation and replacement services comparable in size, scope, and complexity to the services described in this RFP.

The Proposer shall include with its proposal a letter certifying compliance with this experience requirement. The Proposer shall also provide evidence of recent experience, within the previous five (5) years, successfully completing comparable commercial safety flooring replacement projects at convention centers, commercial facilities, institutional campuses, public facilities, or other similar properties.

The Contractor shall only use trained and qualified personnel directly employed and supervised by the Contractor or engaged through the Contractor’s approved subcontractor or joint venture agreement.

The successful Proposer must be an active legal entity authorized to do business in the State of Georgia and hold all licenses required to perform the work prior to the start of services.

**QUALITY OF WORKMANSHIP**

The Bidder must be able to demonstrate, upon request, that it has satisfactorily performed services similar to those specified herein. The Authority shall be the sole judge as to whether the services performed are similar to the Scope of Services contained herein and whether the Bidder is capable of performing such services.

**PERFORMANCE BOND:**

The successful Proposer shall furnish a performance bond or clean, irrevocable letter of credit in an amount equal to one hundred percent (100%) of the total Contract amount. The performance bond or letter of credit shall remain in effect throughout the performance of the Contract and until final completion and acceptance of all work by the Authority. If the Contract amount is increased, the performance bond or letter of credit shall be increased accordingly. The performance bond or letter of credit shall be conditioned upon the Contractor's full and timely performance of all obligations under the Contract.

The performance bond shall be issued by a corporate surety authorized and admitted to write surety bonds in the State of Georgia. If the amount of the bond exceeds $100,000, the surety shall be listed on the current list of acceptable sureties on federal bonds published by the United States Department of the Treasury or shall be reinsured for any liability exceeding $100,000 by a reinsurer included on the U.S. Treasury list.

## V. SCOPE

### 1. Project Overview

The Georgia World Congress Center Authority (GWCCA) is seeking proposals from qualified flooring contractors to furnish all labor, materials, equipment, tools, supervision, and related services necessary to remove and replace existing sheet vinyl flooring with commercial-grade, non-slip safety flooring in designated corridors of the Thomas Murphy Ballroom (TMB) area at the Georgia World Congress Center.

The work includes demolition of existing flooring, concrete surface preparation, installation of new safety flooring, heat-welded seams, perimeter caulking, transitions, and installation of red directional floor signage.

The project includes the complete flooring replacement work described in this Scope of Work.

### 2. Scope of Services

The selected Contractor shall provide the following services:

### 2.1 Removal of Existing Flooring

A. Remove existing sheet vinyl flooring from designated corridor areas.

B. Furnish all equipment necessary to perform the demolition and removal activities.

C. Remove and properly dispose of demolition debris generated by the flooring replacement.

D. Prepare affected areas for installation of the replacement flooring.

### 2.2 Concrete Surface Preparation

A. Grind existing concrete surfaces as necessary to prepare the substrate for the installation of new safety flooring.

B. Apply appropriate concrete primer compatible with the specified flooring system.

C. Perform minor floor preparation, including addressing minor surface irregularities that may affect the installation.

D. Identify and notify GWCCA of any substrate conditions requiring repairs or preparation beyond the specified scope before proceeding with additional work.

**2.3 Installation of Safety Flooring**

A. Furnish and install Altro Stronghold 30 Safety Flooring, or GWCCA-approved equivalent, in the designated corridor areas.

B. Install flooring in accordance with the manufacturer's written installation requirements and recommendations.

C. Ensure the flooring is properly fitted, adhered, and finished to provide a continuous, durable, slip-resistant walking surface.

D. Provide flooring suitable for the intended commercial pedestrian environment.

**2.4 Heat-Welded Seams**

A. Provide heat-welded seams throughout the flooring installation wherever required.

B. Utilize manufacturer-compatible heat-welding materials and installation methods.

C. Ensure seams are properly finished and provide a continuous surface.

**2.5 Perimeter Caulking**

A. Furnish and install silicone caulking along wall perimeters and other designated areas.

B. Provide a uniform, finished appearance consistent with the installed flooring system.

**2.6 Flooring Transitions**

A. Furnish and install standard flooring transitions at designated locations.

B. Ensure transitions between existing and new flooring surfaces are properly secured and finished.

C. Coordinate transition locations with GWCCA before installation.

**2.7 Directional Floor Signage**

A. Furnish and install red directional floor signage in the designated flooring areas.

B. Cut directional signage into the flooring system as required.

C. Ensure signage is properly integrated into the finished flooring surface.

D. Coordinate the final locations, orientation, and layout of directional signage with GWCCA before installation.

**3. Project Quantities and Requirements**

The Contractor shall be responsible for verifying all field measurements and determining the quantities of materials, labor, and equipment necessary to complete the flooring replacement project. Pricing shall include all costs associated with completing the scope of work.

Proposers shall attend a mandatory site visit scheduled by GWCCA to inspect the designated flooring areas and verify existing conditions before submitting pricing.

**4. Contractor Responsibilities**

A. Provide qualified personnel experienced in commercial safety flooring installation.

B. Furnish all labor, materials, tools, equipment, supplies, and supervision necessary to complete the work.

C. Coordinate work schedules and access requirements with GWCCA's designated representative.

D. Maintain a clean and orderly work area throughout the project.

E. Protect adjacent surfaces and existing facility improvements from damage caused by construction activities.

F. Perform work in accordance with applicable building codes, industry standards, and manufacturers' installation requirements.

G. Promptly report unforeseen conditions that may affect the project cost, schedule, or quality of installation.

H. Remove installation-related debris and leave completed work areas clean and ready for GWCCA inspection.

I. Repair damage to existing facility improvements caused by the Contractor's operations.

**5. Scheduling and Coordination**

A. The Contractor shall coordinate all work activities with GWCCA to minimize disruption to scheduled events and facility operations.

B. A proposed installation schedule shall be submitted for GWCCA review and approval before commencement of work.

C. Work shall be performed in phases or designated areas as directed by GWCCA.

D. The Contractor shall coordinate material deliveries, equipment access, and installation activities with GWCCA's designated representative.

E. Any requested changes to the approved schedule shall be communicated to GWCCA in advance.

**6. Inspection and Acceptance**

A. All completed flooring installations shall be subject to inspection and acceptance by GWCCA.

B. The Contractor shall correct any defective workmanship or installation deficiencies identified during inspection.

C. All seams, transitions, perimeter finishes, and directional signage shall be properly installed and completed before final acceptance.

D. Final acceptance shall occur upon GWCCA's determination that the work has been completed in accordance with the approved scope and applicable installation requirements.

### 7. Warranty

A. The Contractor shall provide the applicable manufacturer's warranty for all installed flooring materials.

B. The Contractor shall identify and provide its workmanship warranty, including the warranty duration and coverage.

C. Warranty documentation shall be submitted to GWCCA upon completion of the project.

### 8. Proposal Requirements

A. A detailed description of its approach to completing the project.

B. A proposed schedule identifying anticipated project duration.

C. Identification of the proposed flooring manufacturer and product, including applicable technical data.

D. A list of comparable commercial flooring installation projects completed within the past five years.

E. Identification of any subcontractors proposed for the project.

F. A completed pricing schedule for the complete project.

G. A list of proposed exceptions, exclusions, or assumptions, if any.

## EVALUATION CRITERIA

### 1. Experience and Qualifications – 25%

Experience completing comparable commercial safety flooring replacement projects, qualifications of the proposed project team, and references for similar projects in high-traffic facilities.

### 2. Technical Approach and Materials – 30%

Proposed safety flooring materials, removal of existing flooring, concrete surface preparation, installation methods, heat-welded seams, transitions, directional floor signage, and quality control measures.

### 3. Project Schedule and Coordination – 15%

Proposed project duration, material lead times, installation sequencing, coordination with GWCCA operations, and measures to minimize disruption to scheduled events and facility activities.

### 4. Cost Proposal – 30%

Complete lump-sum cost for the entire project, including contractor-verified quantities, labor, materials, equipment, demolition, surface preparation, installation, and all other required expenses.

**Exhibit I**

**PROPOSAL CERTIFICATION FORM**

I, _____being duly sworn, state that I am _____(title) of _____(firm) and hereby duly certify that I have read and understand the information presented in the attached proposal and any enclosure and exhibits thereto.

I further certify that to the best of my knowledge the information given in response to the Request for Proposals is full, complete and truthful.

I further certify that the submitting firm and any principal employee of the submitting firm has not, in the immediately preceding five (5) years, been convicted of any crime of moral turpitude or any felony offense, nor has had their professional license suspended, revoked or been subjected to disciplinary proceedings.

I further certify that the submitting firm or any team entity has not, in the immediately preceding five (5) years, been suspended or debarred from contracting with any federal, state or local government agency, and further, that the submitting firm is not now under consideration for suspension or debarment from any such agency.

I further certify that the submitting firm or any team entity has not in the immediately preceding five (5) years been defaulted in any federal, state or local government agency contract and further, that the submitting firm is not now under any notice of intent to default on any such contract.

I acknowledge, agree and authorize, and certify that the proposer acknowledges, agrees and authorizes, that the Authority may, by means that either deems appropriate, determine the accuracy and truth of the information provided by the proposer and that the Authority may contact any individual or entity named in the Proposal for the purpose of verifying the information supplied therein.

I acknowledge and agree that all of the information contained in the Proposal is submitted for the express purpose of inducing the Authority to award a contract.

I certify we have not employed or retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this contract and that we have not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for us, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or the making of this contract.

I certify that any proposal we submit for this project shall be made without prior understanding, agreement, or connection with any corporation, firm, or person submitting or who will be submitting a separate proposal on the same project or for the same services, materials, labor, supplies, or equipment and is in all respects fair and without collusion or fraud. We understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. We agree to abide by all conditions of this solicitation. We certify that no person associated with our firm is a member of the Board of Governor's or officer or employee of the Authority or holds any statewide elective or appointed office.

We further certify that no person who holds any state-wide elective or appointed office or who is a member of the Board of Governors or officer or employee of the Authority has been paid or promised by the firm any compensation in connection with this procurement by the Authority.

A material false statement or omission made in conjunction with this proposal is sufficient cause for suspension or debarment from further contracts, or denial of rescission of any contract entered into based upon this proposal thereby precluding the firm from doing business with, or performing work for, the State of Georgia. In addition, such false statement or omission may subject the person and entity making the proposal to criminal prosecution under the laws of the State of Georgia of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001 or 1341.

Sworn and subscribe before me

---

This _____day of _____, 20___.

_____

NOTARY PUBLIC_____ NOTARY SEAL _____

**EXHIBIT II**

**GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT**

Solicitation No.: RFP**-GWCC11226EC**

Respondent's Name: _____

**STATE OF GEORGIA CONTRACTOR AFFIDAVIT**

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 interested in contracting with the Authority has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify,* in accordance with the applicable provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned Contractor further agrees that it will continue to use the federal work authorization program throughout the prospective contract period and, should it employ or contract with any sub contractor(s) in connection with the physical performance of services pursuant to this prospective contract with the Authority, Contractor will secure from such sub contractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Sub contractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Authority at the time the sub contractor(s) is retained to perform such service.

_____ _____

EEV / E-Verify™ User Identification Number Date of Authorization

_____ Date _____

BY: Authorized Officer or Agent

(Contractor Name)

_____

Title of Authorized Officer or Agent of Contractor

_____

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

_____DAY OF _____, 202_

_____ [NOTARY SEAL]

Notary Public

My Commission Expires: _____

*or any subsequent replacement operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603

## EXHIBIT III NON-DISCRIMINATION CERTIFICATION

The undersigned, acting by and through a duly authorized officer, does hereby affirmatively certify as follows:

1. The undersigned has not discriminated, and will not discriminate, on the basis of race, creed, color, sex, or national origin in any of its employment practices with respect to the work force of the undersigned which will be directly or indirectly employed by the undersigned in connection with the performance of the proposed services with the Geo. L. Smith II Georgia World Congress Center Authority (Authority).

2. The undersigned has not discriminated, and will not discriminate, on the basis of race, creed, color, sex, or national origin in any of its procurement practices within the scope of the aforementioned proposed services, including (a) subcontracting of the performance of any obligation imposed on the undersigned, (b) employment of any person to provide or otherwise purchase services in connection with the activities or projects under the proposed services, and (c) the purchase of goods used or provided in activities or projects within the scope of the proposed services.

Nothing herein contained shall require the undersigned to award any subcontract or contract for

the purchase of goods or services on the basis of the race, creed, color, sex, or national origin composition of the ownership or work force of any firm. The undersigned further acknowledges that nothing herein is intended to restrict or limit competitive bidding in the award by the undersigned of any subcontract or other contract or is intended to increase the cost of any subcontract or other contract to the undersigned.

_____ _____

BY: Authorized Officer or Agent Date

_____

(Firm Name)

_____

Title of Authorized Officer or Agent of Contractor

_____

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

_____DAY OF _____, 202_

_____

Notary Public [NOTARY SEAL]

My Commission Expires: _____

## EXHIBIT IV

### REFERENCE FORM

The Proposer must demonstrate that it is currently performing, or has recently completed, commercial safety flooring installation and replacement services as a prime contractor under at least one contract comparable in size, scope, and complexity to the requirements of this RFP.

Provide at least three (3) references below demonstrating the Proposer's experience completing comparable commercial safety flooring installation and replacement projects at convention centers, commercial facilities, institutional campuses, public facilities, or other similar properties.

The Proposer may, but is not required to, submit letters of reference in addition to the information requested herein.

**BUSINESS REFERENCE # 1**

NAME: _____ TITLE:

FIRM/DEPARTMENT: _____

ADDRESS: _____

PHONE & FAX NUMBER: Ph. _____ Fx. _____

**BUSINESS REFERENCE # 2**

NAME: _____ TITLE:

FIRM/DEPARTMENT: _____

ADDRESS: _____

PHONE & FAX NUMBER: Ph. _____ Fx. _____

**BUSINESS REFERENCE # 3**

NAME: _____ TITLE:

FIRM/DEPARTMENT: _____

ADDRESS: _____

PHONE & FAX NUMBER: Ph. _____ Fx. _____

## EXHIBIT V

### QUALIFICATION STATEMENT

**EXPERIENCE**

Proposer has completed comparable commercial safety flooring installation and replacement projects of similar size, scope, and complexity within the past five (5) years at the following locations:

Brief description of facility and/or services provided:
Dates of Service
Contact Name
Contact Title
Contact Phone

Brief description of facility and/or services provided:
Dates of Service
Contact Name
Contact Title
Contact Phone

Brief description of facility and/or services provided:
Dates of Service
Contact Name
Contact Title
Contact Phone

Brief description of facility and/or services provided:
Dates of Service
Contact Name
Contact Title
Contact Phone

Brief description of facility and/or services provided:
Dates of Service
Contact Name
Contact Title
Contact Phone