



INVITATION for BIDS

**ALL PROSPECTIVE GENERAL CONTRACTORS
INVITATION for BIDS
GRADY MEMORIAL HOSPITAL – CAFETERIA / CHIC-fil-A REMODELING
GHS-FD Project #: TBD**

Grady Health System Department of Facilities Development is soliciting “Sealed Bids” for General Contractor Services for the remodeling and upgrade to the Hospital’s cafeteria Chick-fil-A (PROJECT NUMBER...TBD).

The project is located the second floor, E-Wing, of Grady Memorial Hospital, 80 Jesse Hill, Jr., Drive SE, Atlanta, Georgia 30303

The IFB dated 10/10/2023 will be distributed prior to the mandatory pre-bid meeting, 10/19/2023, at 11:00am, in the offices of the Health System’s Department of Facilities Development, Third Floor, Piedmont Hall, Room 308.

The driving address is 22 Piedmont Avenue SE, Atlanta, GA 30303.

Bids, in accordance with IFB # TBD, are due on Friday, 10/27/2023, at 12:00pm, in the Offices of Grady Health System VP of Facilities, Steven Ziffer, Piedmont Hall 301.

A pre-qualification package may be downloaded at: <http://www.gradyhealth.org/vendors/>.

Additionally, registration with VendorMate (through the same web-site) must be completed prior to bid submission.

Please notify George Smith at 404-616-3228 or by email at gsmith@gmh.edu of your intentions to submit a proposal by 5 pm on Thursday, 10/19/2023, at 05:00pm.

Sincerely,

Architectural Project Manager
Grady Health System
Department of Facilities Development

Project Manual

Volume One
Request for Bids
Bidding Requirements

Project Name: Grady Chick-fil-A Remodeling

GHS - FD Project # TBD

Grady Memorial Hospital
Atlanta, Georgia

Date: 10/10/2023

PROJECT MANUAL VOLUME I

BIDDING REQUIREMENTS

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REQUEST FOR BIDS
00310 BID FORM
APPENDIX A: AUTHORIZATION/CERTIFICATION FORM
01010 DIVISION 1 GENERAL REQUIREMENTS SECTION 01010- SUMMARY OF WORK
01310 DIVISION 1 GENERAL REQUIREMENTS SECTION 01310- SCHEDULE AND WORK
SEQUENCE

SECTION 00011 – DOCUMENT LIST

<u>Number</u>	<u>Title</u>	<u>Date</u>
	Invitation for Bid	
	Construction Documents (pdf – posted separately)	

PROJECT MANUAL VOLUME 2

CONTRACT FORMS AND CONDITIONS OF THE CONTRACT

Issued as Separate Manual on GHS website

PROJECT MANUAL VOLUME 3

TECHNICAL SPECIFICATIONS

Issued as Separate Manual on GHS website or Not Applicable.

INVITATION FOR BIDS

Project Location:
Second Floor / E-Wing
Grady Memorial Hospital
Atlanta, Georgia

Project Manager: *TBD*
Pre-Construction Manager: *Johnathan Wilson*

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1.0 GENERAL INFORMATION

1.1 Introduction

Your firm is invited to submit a “competitive bid” for construction services as described within this IFB. In addition to the scope of work, your bid shall consider that your firm is responsible for field investigation to develop an accurate bid and if chosen to execute, the successful completion of the project.

1.2 About Grady Health System – Facilities Development

Grady Health System – Facilities Development manages all capital improvements, space planning, programming, architectural & engineering design and construction for the Grady Health System.

2.0 DEFINITIONS

GHS – Grady Health System

GHS-FD – Grady Health System – Facilities Development

IFB – Invitation for Bids

AHJ – Authorities Having Jurisdiction

Selection Committee – The Selection Committee will evaluate and grade all submitted bids and make final selection. GHS-FD and other Grady Health System employees that are deemed appropriate represent the Selection Committee.

Contractor – Company and/or organization submitting bid.

3.0 SCOPE OF WORK

3.1 Refer to Division 1 General Requirements Section 01010- Summary of Work (Attached).

4.0 SCHEDULE

4.1 Refer to Division 1 General Requirements Section 01310- Schedule and Work Sequence (Attached).

4.2 Contractors are encouraged to specify in their bids any factors, which they deem critical in successfully accomplishing the mandate within the timeframe allocated in Division 1 General Requirements Section 01310.

5.0 SPECIFIC CONDITIONS

5.1 Bid Submittal Requirements

5.1.1 Mandatory Prebid Meeting

CHIC-fil-A UPGRADE AND REMODLING

Mandatory Pre-bid Meeting Information	
Date:	10/19/2023
Time:	11:00am
Location:	GHS-FD Third Floor Piedmont Hall Room 308 22 Piedmont Avenue SE Atlanta, Georgia 30303

5.1.2 Bid Submittal

Bid Submittal Information	
Due Date:	10/27/2023
Time:	2:00 PM
Mailing Address:	Grady Health Systems VP Facilities and Safety 22 Piedmont Avenue SE Atlanta, GA 30303 Attn: Steve Ziffer Suite 301
Email Address(s):	<u>sziffer@gmh.edu</u>

- 5.1.3 The contractor shall be responsible for ensuring that the bid is delivered to the correct address, or email before the deadline for submission of bids. Any bids received after the deadline time established will be rejected. Original bid proposals with original signatures will be due upon request if non-originals were submitted.
- 5.2.1 Each contractor should include in its written bid all requirements, terms or conditions it may have, and should not assume that an opportunity will exist to add such matters after the bid is submitted.
- 5.2.2 *Bid bonds are not required.*
- 5.2.3 Payment and performance bonds are not required.
- 5.2.4 Full Right of Rejection: The right to reject any and all bids/cost bid submissions, WITH OR WITHOUT CAUSE, is reserved, i.e., no award, as is the right to selectively award any or all portions of this request for cost bid. GHS-FD reserves the right to rescind, with or without cause, any contract resulting from this request for cost bid with 30 days written notice to the other party.
- 5.2.5 Full Right of Selection and Rejection: The right to select a vendor providing other than the lowest cost product is reserved. The decision, in the best interest of patient care and GHS, is considered final. GHS-FD also reserves the right to select and award, at its option, to runner-up vendor(s) in the event the selected vendor for award or vendor receiving the award, upon further review and solely in the opinion of GHS-FD, fails to meet all qualifications or specifications or proves to be a selection not in the best interest of GHS.
- 5.2.6 Substitution Policy: Substitution of awarded products is not permitted without first having written concurrence of the GHS-FD Project Manager. If substitution(s) are approved, the

difference in cost of any higher cost substitutions at least cost will amount to cost savings to GHS.

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- 5.2.7 Limitation of Quantity of Bid Submissions: Vendors are RESTRICTED AND PROHIBITED from submitting more than one bid submission per vendor or joint venture. Submission of more than one bid submission package (i.e., response to a request for cost bid) will result in all bid inputs from that vendor being disqualified. Alternate bid bids may be provided for varying product brand names meeting stated bid specifications IN ONE BID SUBMISSION.
- 5.2.8 Contract Documentation: The successful bidder and all subsequent work will be subject to the terms and conditions of the following contract documents:
- General Conditions of Contract Between Owner and Contractor including the Engagement Letter
 - Project Plans, Specifications, and Project Manual Volumes 1, 2, and if issued, Vol. 3.
- 5.2.9 GHS-FD is not responsible for costs incurred by any contractor for postage, courier, printing, travel, or any other expenses related to preparation of bids, attendance at prebid or other associated activities. All bids and documents submitted become the property of GHS-FD unless otherwise requested in writing by responder at the time of the submission. Submission of any materials, confidential or otherwise, will implicitly grant the right of use by GHS-FD.
- 5.2.10 Bid Lock-in: All bids remain firm for a minimum of 90 days.
- 5.2.11 DSSP Information: GHS-FD is committed to providing a fair and equitable opportunity for all vendors including those who would be considered a Historically Underutilized Business (HUB). GHS-FD encourages HUB participation. See DSSP information posted separately.
- 5.2.12 Review of Contract Documents and Field Conditions by Contractor: Contractor shall carefully study and review the Contract Documents and information furnished by the Owner. Before submitting bid or subsequently commencing activities, Contractor shall: take field measurements and verify field conditions; carefully compare this and other information known to Contractor with the Contract Documents; and promptly report errors, inconsistencies or omissions discovered to Owner. It is the responsibility of the Contractor, before submitting bid and subsequently entering into a contract, to satisfy itself as to the accuracy, consistency and completeness of the Contract Documents. Contractor's execution and delivery of the Contract Documents constitutes an acknowledgement by the Contractor that it is satisfied that the Plans and Specifications are sufficient in content and detail to complete the work and to enable the Contractor to deliver, within the Contract Sum and Contract Schedule, a fully completed project with all appurtenant improvements without the need for any change to the Contract Sum or Contract Schedule as specified in the applicable Contract Documents.
- 5.2.13 Confidentiality: Each party shall retain strict confidence the terms and conditions of this IFB process and all information and data relating to the other party's business, patients, employees, development plans, programs, financial and non-public procurement information, documentation, techniques, trade secrets, systems and know-how, and shall not otherwise required by law, disclose such information to any third party without the other party's written consent.
- 5.2.14 Payment: Contractors are to be made aware that the Grady Health System pays invoices on a sixty (60) day cycle.

6.0 REQUIREMENTS AND CONTENT OF BIDS

Bids submitted via hand delivery, postal mail, or emails are acceptable.

Contractors are encouraged to prepare bids simply and economically, providing a concise statement of capabilities in regard to this mandate.

Contractors should refrain from sending any promotional material. Such promotional material if sent will be discarded before bids are evaluated.

Emphasis in the bid should be on completeness, clarity of content, and responsiveness to the requirements set out in this IFB.

To expedite the evaluation of bids and to assure each contractor an equitable opportunity to present its qualifications, the following items are required.

- 6.1 **Item 1:** Document 00310- Bid Form- Stipulated Price (Attached).
- 6.2 **Item 2:** The Appendix A: Authorization/Certification Form (Attached) must be signed.
- 6.3 **Item 3:** Proof of ability to provide specified insurances.
- 6.4 **Item 4:** The Contractor Qualifications Form for the current year and a W-9 form need to be submitted if it is not in the GHS-FD file.
- 6.5 **Optional Item:** Additional pertinent information may be included if the firm feels it will enhance GHS-FD understanding of the bid proposal. Nothing in this IFB should be interpreted, as limiting the firm's ability to demonstrate its capacity to provide the services needed.

7.0 PROCESS FOR SELECTION

7.1 Admissibility

- 7.1.1 To be admissible, a bid must adhere to the requirements and content for submissions outlined in Section 6.0 of this IFB. Failure to adhere to this format may eliminate the bid from any further consideration, as determined at the sole discretion of GHS-FD.

7.2 Analysis of Bids

- 7.2.1 In evaluating bids the Selection Committee will make a selection based on best value.
- 7.2.3 GHS-FD reserves the unqualified right to request additional information or meetings with any contractor, to visit previous or current project sites, or to visit their premises, if deemed necessary to enable the GHS-FD Selection Committee to arrive at a fully informed decision.

DOCUMENT 00310

BID FORM - STIPULATED PRICE

To: Grady Health System
Project: Chick Fil A Renovation - GHS-FD Project # TBD

Date:

Submitted by:
(full name)
(full address)
.....

1. OFFER

Having examined the Place of the Work and all matters referred to in the Request For Bids and the Contract Documents prepared by prepared by Grady Health System Facilities Development, dated _____ for Project Manual Volume 1, dated 3/16/05 for Project Manual Volume 2, and dated _____ for Project Manual Volume 3 for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Lump Sum Price of:dollars, and 00/100 in lawful money of the United States of America, \$_____00
All applicable federal taxes are included and State of Georgia, City of Atlanta taxes are included in the Bid Sum.

2. ACCEPTANCE

This offer shall be open to acceptance [and is irrevocable] for sixty [60] days from the bid closing date.

If this bid is accepted by Grady Health System Facilities Development within the time period stated above, we will:

- Execute the Agreement within five [5] days of receipt of Notice of Award.
- Furnish the required Insurance within seven (7) days of receipt of Notice of Award.
- Commence work within ten [10] calendar days after written Notice to Proceed of this bid.

If this bid is accepted within the time stated, and we fail to commence the Work [or we fail to provide the required bonds], the security deposit shall be forfeited as damages to the Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required security deposit will be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

3. CONTRACT TIME

All work will be completed in accordance with the scheduling requirements in Section 01310.

4. CHANGES TO THE WORK

When established that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee shall be:

Appendix A: Authorization/Certification Form

Firm:

To whom it may concern:

This is to certify that:

NAME:

TITLE:

SIGNATURE:

Is/are authorized to sign all bid documents and, if the firm is selected, the contract for this assignment. Certifies that he/she has read, understands and agrees to be bound by the terms and conditions of the Request for Bids.

By:

NAME: _____

TITLE: _____

PHONE: () _____

FAX: () _____

SIGNATURE: _____

DATE: _____

Note: this form may, at the firm's discretion, be replaced by another document to the same effect.

SECTION 01010 - SUMMARY OF WORK

PART 1 - GENERAL

1.01 SUMMARY

- A. The Owner is: Fulton-DeKalb Hospital Authority (d/b/a Grady Health System) a Georgia county hospital authority ("Owner").
- B. Section Includes:
 - 1. Project description.
 - 2. Applicable regulatory requirements.
 - 3. Permits and licenses.
 - 4. Access to the site.
 - 5. Contractor's use of the premises.

1.02 PROJECT DESCRIPTION

- A. xxxxxxxx
- B. Scope of Work
 - 1. All work to be performed according to Volume 1 Contract Documents developed by GHS-FD dated xx/xx/xxxx including Project Manual Vol 2 & 3 dated xx/xx/xxxx.
 - 2. Unless otherwise specified, the Contract Documents are intended to include everything obviously requisite and necessary as well as customary to completion of the work. Accordingly, work shall be performed under the sections of the specifications to carry out the intent of the Contract documents whether or not such items are specifically mentioned herein.
 - 3. The Scope of Work includes but is not limited to: all labor, supervision, materials, equipment, plant, facilities, transport, hoisting and the ways and means necessary to complete the Work shown on the Contract Documents.
 - 4. Simultaneous and in conjunction with the Work under this Contract, the Owner may have separate ongoing contracts for other construction or the equipping of the facilities, including work which may occur in the area described by these documents. Contractor shall cooperate with and schedule his activities with all affected Contractors.
 - 5. In order to perform the Work, Contractor is responsible for all minor demolition and modifications to the existing conditions necessary for the proper installation of the new Work.
 - 6. In addition to all stated requirements, Contractor shall cooperate, participate, and comply with all administrative procedures established by the Owner for this Project. Administrative procedures may include specific programs for Project Start-up, Daily Reports, Safety, Security & Badging, Utility Shutdowns, Hot Work Permits, Notice to Comply, Quality Control, and Project Close-Out, and other processes deemed necessary by the Owner for the successful completion of this Project.
 - 7. Contractor shall conduct field investigations as required to understand and reflect existing conditions at the jobsite.
 - 8. Contractor is required to meet weekly for one (1) hour with the GHS-FD Project Manager to provide update regarding status of project progress.

9. Contractor shall provide contact information between on site Superintendent and GHS-FD Project Manager.
10. At the end of the project, Contractor shall provide GHS-FD Project Manger with all maintenance manuals for all equipment, as well as As-Built drawings. Contractor shall provide (3) complete sets of all close-out documents required under Sections 01340, 01720, Contractor Close-Out Procedure, and 01740.
11. Contractor shall comply with all requirements for Section 01011 – Contractor Work Requirements
12. Provide completed Contractor Qualification Form, Attachment A, with proposal, if one is not in GHS-FD Facilities Development records.
13. Guarantees and Warranties for all Work shall be for a 1 year period commencing upon issuance of the Certificate of Completion by the Owner unless specified otherwise in the individual technical sections of the specifications.
14. Contractor shall provide all permits and schedule inspections from A.H.J.
15. Contractor shall adhere to all OSHA regulations.

1.03 DEFINITIONS

- A. Furnish: To supply products to the project site, including delivering ready for unloading and replacing damaged and rejected products.
- B. Install: To put products in place in the work ready for the intended use, including unloading, unpacking, handling, storing, assembling, installing, erecting, placing, applying, anchoring, working, finishing, curing, protecting, cleaning, and similar operations.
- C. Provide: To furnish and install products.
- D. Indicated: Shown, noted, scheduled, specified, or drawn, somewhere in the contract documents.

1.04 REGULATORY REQUIREMENTS

- A. The following regulations are applicable to this project:
 1. Standard Building Code, current edition, with Georgia Amendments
 2. Standard Gas Code, current edition with Georgia Amendments
 3. Standard Mechanical Code, current Edition with Georgia Amendments
 4. Standard Plumbing Code, current Edition with Georgia Amendments
 5. National Electrical Code, current Edition with Georgia Amendments
 6. Standard Fire Prevention Code, current Edition with Georgia Amendments
 7. CABO Model Energy Code, current Edition with Georgia Amendments
 8. National Fire Protection Association, NFPA 101, 2012 Edition
 9. NFPA 54
 10. NFPA 70, current edition NFPA 90A
 11. NFPA 90B
 12. NFPA 96
 13. NFPA 99, Current State Fire Laws, Rules of the Safety Fire Commissioner, OCGA Chapter 120-3-20, current edition
 14. Americans With Disabilities Act, Accessibility Guidelines, current edition
 15. FGI, Guidelines for the Design and Construction of Healthcare Facilities – Hospitals, 2022 Edition

15. American National Standards Institute A117.1, current edition
16. CDC
17. OSHA
18. JCAHO
19. State Health Planning Agency

- B. Obtain copies of the regulations listed above and keep at the project site for the use of all parties.
- C. Submit copies of all permits, licenses, and similar permissions obtained, and receipts for fees paid, to the Owner directly.

1.05 ACCESS TO THE SITE AND USE OF THE PREMISES

- A. The space available to the Contractor for the performance of the work, either exclusively or in conjunction with others performing other construction as part of the project, is shown on the drawings.
Other areas are off limits to all construction personnel.
- B. Access to site will be extremely limited; obtain GHS-FD's approval of proposed routes of access.
- C. The following existing facilities (outside of the construction limits) **may/may not be used by construction personnel:**
 1. **Toilet facilities.**
 2. **Food service facilities, including dining areas.**
 3. **Parking lots.**
- D. The Owner will continue to occupy portions of the existing building adjacent to the areas where construction is to occur.
1 Conduct the work so as to cause the least interference with the Owner's operations.
- E. Storage areas on site will be extremely limited; make other arrangements for storage.
- F. Signs: Provide signs adequate to direct visitors.
Do not install, or allow to be installed, signs other than GHS-FD approved sign(s), mounted in compliance with Joint Commission regulations.

END OF SECTION 01010

01010-3
SECTION 01310 – SCHEDULE AND WORK SEQUENCE

PART 1 GENERAL

1.1 GENERAL PROVISIONS

- A. After award of the Contract, a coordination and scheduling effort will be undertaken for executing the Work in conjunction with the ongoing and future contracts. Within ten (10) days after award, the Contractor shall provide a detailed Construction Schedule and Sequence of Work reflecting the contractual milestone dates established at the Bid Verification Meeting.

1.2 MILESTONE COMPLETION DATES

- A. Execution of the Contract shall commence immediately after award of the Contract and work in the field shall commence within ten (10) days of award or notification. The total duration for this project is xxxx working days.
- B. The contractual milestone dates agreed to in the bid verification meeting are necessary to assure the timely completion of the project, coordination of the work of the Owner and other Contractors and are part of the Contract.
- C. All duration and completion dates include check-out, test and system acceptance.
- D. Each Contractor shall include all shift and/or premium time necessary to maintain the completion dates and the sequence of the work and shall allow for the integration of the work of the other trade contractors.
- E. Each Contractor shall provide the manpower and supervision necessary to coordinate and integrate with the work of the other trade contracts, and maintain the completion date and sequence of work.
- F. All contract award, milestone, interval, and completion dates may, at GHS-FD's option be adjusted and/or extended by a period of up to sixty (60) days at no additional cost to GHS-FD or the Owner.

1.3 SEQUENCING PLANS AND SCHEDULE GUIDELINES

- A. Sequencing shall be as outlined in the Phasing and Sequencing Plan.

END OF SECTION 01310

01310-1