

# REQUEST FOR PROPOSAL

**DASH for LaGrange, Inc. (DASH) is requesting sealed Technical Proposals (including a Detailed Fee Proposal and schedule) from qualified engineering consulting firms for providing engineering and surveying services necessary for a new residential construction project.**

Issue Date: March 11, 2023

All inquiries for information should be directed to:

If proposals are mailed or are hand delivered, deliver to:

Dennis Knight, Grants Specialist  
Phone #: 706-883-0221  
Email – [dknight@dashlagrange.org](mailto:dknight@dashlagrange.org)

RFP  
DASH for LaGrange  
1302 Brownwood Ave  
LaGrange, GA 30240

Sealed written proposals for work described herein will be received until 5:00pm EST on April 11, 2023. Proposals must reach the above address by the deadline stated. Late proposals will not be considered.

In compliance with this Request for Proposal (RFP), which includes the attached ‘Scope of Work/Contract Documents’, and all provisions and appendices attached and referenced therein, and subject to all the terms and conditions set forth herein the undersigned offers and agrees to furnish the work described in the RFP cited above and submit this signed proposal which includes this completed and signed page and other data as required by the RFP. It is understood that this proposal and the scope of services may be modified, by mutual agreement in subsequent negotiations.

The undersigned further acknowledges, that they are familiar with the City of LaGrange building codes and zoning ordinances, and that if selected for this project, will provide deliverables that fully comply with these requirements, or reflect necessary actions to obtain approvals for revision.

Name and Address of Proposer/Contractor:

Date: \_\_\_\_\_

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By: \_\_\_\_\_  
(signature in ink)

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

\_\_\_\_\_ Zip: \_\_\_\_\_

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

Email: \_\_\_\_\_

Phone: (     ) \_\_\_\_\_

Acknowledge receipt of Addendums (Dated): \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

**INFORMATION TO PROPOSERS:**

Q & A PERIOD – All questions regarding the RFP are to be submitted before March 24, 2023, at 5:00 PM. Questions must be emailed to: [dknight@dashlagrange.org](mailto:dknight@dashlagrange.org). Responses will be emailed within 2 business days of receipt.

**PROPOSAL REQUIREMENTS:**

Contractors are requested to submit a proposal package to meet the requirements of the items listed below:

1. Provide resumes for the key staff performing the project management and site supervision. Provide the names of subcontractors included in the proposal.
2. Provide a full project **timeline/schedule**, including projected pay request dates with estimated percentage completion.
3. Provide a **lump sum fee proposal** for ALL work described in the RFP, which shall include the cost for all labor, materials and deliverables required to complete this project.

**Scope of Work / Contract Documents:**

The following scope of services includes the Civil Engineering design and permitting required for the DASH project located at 601 Jenkins Street in LaGrange, GA. This project consists of 10 structures: 4 Detached House Units (18'x30'), 3 Duplex units (24'x36'), and 3 Duplex units (31'x38'). This design will also include approximately 450' of internal drives, associated parking, storm network, detention ponds, utility networks and two (2) drive entrances onto City streets.

1. Site Plan: Preparation of a conceptual plan in AutoCAD to meet client and regulatory agency requirements.
2. Engineering Design: To include the following:
  - a) Cover Sheet
  - b) Existing Conditions
  - c) Site Plan
  - d) Grading Plan
  - e) Drainage Plan
  - f) Water Plan
  - g) Sanitary Sewer Plan
  - h) Landscape Plan
  - i) Construction Details
  - j) Utility Details
  - k) Three Phase Erosion Control Plan (initial, intermediate, and final)
  - l) Erosion Control Notes and Details
  - m) Hydrology Report
3. Permitting: Scope of services shall include administrative services necessary to coordinate all aspects of the project through the planning, design and permitting phase.
4. Pre-proposal Notes.
5. Follow up emails, with clarification to questions, issued as needed via addendums (dated)

Proposals will be evaluated based on their relative responsiveness, experience of key personnel

as it relates to this project, Contractor's ability to meet the Client's schedule, proposal price, quality of the overall proposal.

- The Client reserves the right to request clarification of information submitted, and to request additional information from any firm.
- Any RFP may be withdrawn up to the date and time set above for deadline of proposals. Any RFP submitted must be valid for 90 days. This period may be extended upon mutual agreement of both parties.
- Compliance with State of Georgia and Federal Laws and Permit Requirements: The Contractor shall comply with all applicable rules, regulations (health, fire, environmental, safety, etc.), ordinances, laws and permitting requirements of the City, the State of Georgia, and the Federal Government.
- Licenses, Permits and Taxes: The Contractor shall secure, at its expense, all licenses and permits applicable to the proposal, and is solely responsible for payment of any and all taxes, permits, licenses and fees.
- Indemnification: The Contractor agrees to indemnify and hold harmless the Client, its agents, assigns and employees from and against all claims, demands, liabilities, suits, judgments and decrees, losses and costs of expenses of any kind or nature whatsoever, including intellectual property, causing injuries or death to any person or persons or damage to any property or property interest arising directly or indirectly from the submission and/or acceptance and/or construction of the hereunder by the Contractor or its employees, agents, associates or subcontractors however such injuries or death or damage to property may be caused.
- Announcement of the award will be given upon evaluation of submitted proposals and approval of funding. The Client reserves the right to reject any or all proposals.



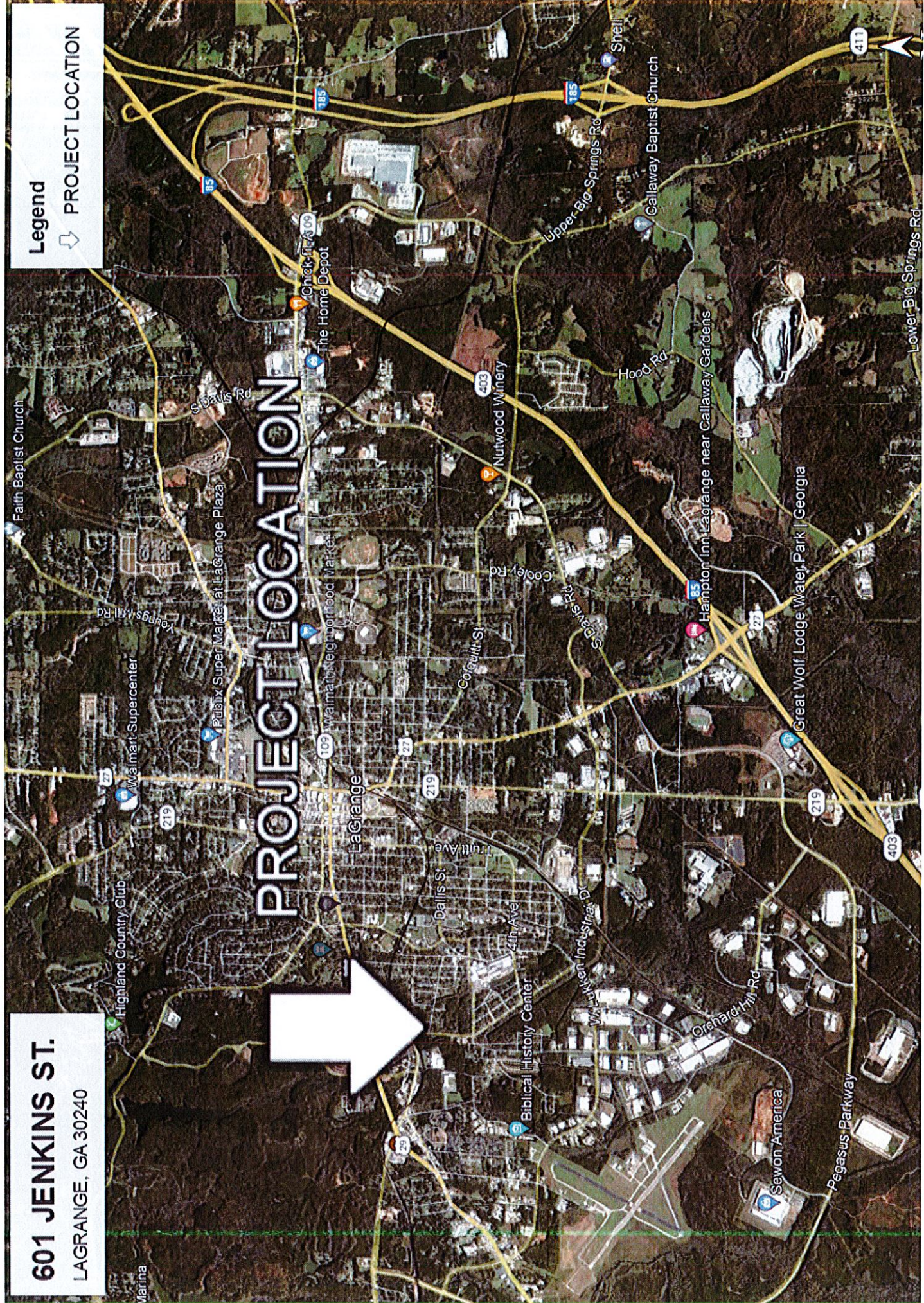
**601 JENKINS ST.**

**LAGRANGE, GA 30240**

**Legend**

↪ **PROJECT LOCATION**

**PROJECT LOCATION**











## 20412-1 Duplex

ID Number: 20412-1

1st Floor: 530 sq.ft.  
 2nd Floor: 610 sq.ft.  
 Total Sq. Ft.: 1140'  
 Width: 24' 4"  
 Length: 36' 6"

Bedrooms: 2  
 Bathrooms: 3  
 1/2 Bathroom: Yes  
 Screened In Porch: 165 sq.ft.  
 Covered Porch: 165 sq.ft.  
 Deck: No

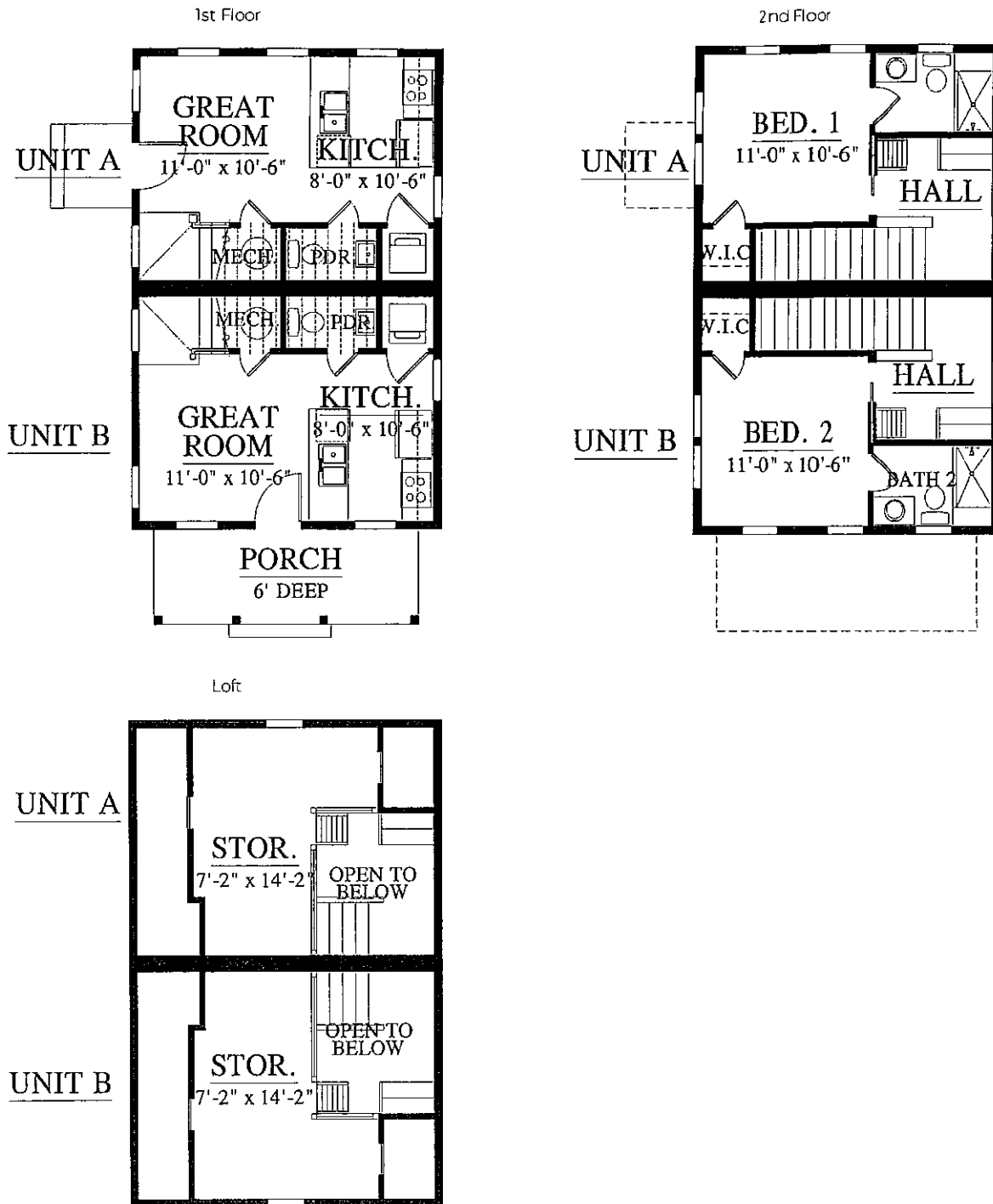
Loft: 295 sq.ft.  
 1st Flr. Master: No  
 Basement: No  
 Garage: No  
 Elevated: No  
 Two Masters: No

Mother In Law Suite: No  
 Upside Down: No  
 Elevator: No  
 Tower: No

### Notes:

Each unit: first floor: 265 SF Second Floor: 305 SF Storage loft not included in total heated SF.

## Floor Plans





# Washington Duplex (19359)

ID Number: 19359

1st Floor: 668 sq.ft.  
2nd Floor: 684 sq.ft.  
Total Sq. Ft.: 1352'  
Width: 31'  
Length: 38'

Bedrooms: 4  
Bathrooms: 4  
1/2 Bathroom: No  
Screened In Porch: No  
Covered Porch: 250 sq.ft.  
Deck: No

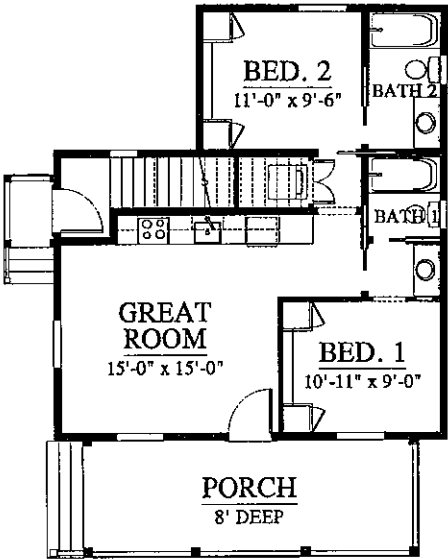
Loft: No  
1st Flr. Master: No  
Basement: No  
Garage: No  
Elevated: No  
Two Masters: No

Mother In Law Suite: No  
Upside Down: No  
Elevator: No  
Tower: No



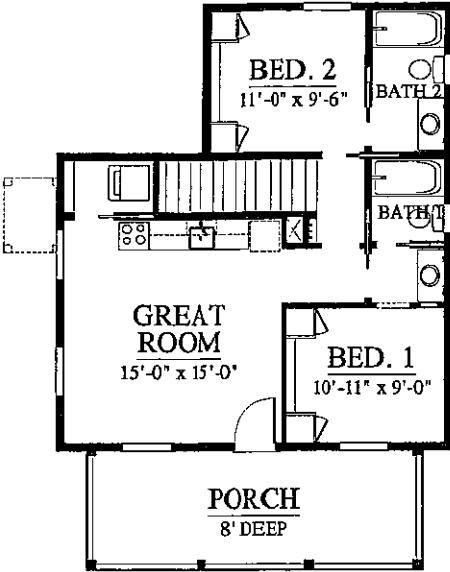
Floor Plans

1st Floor

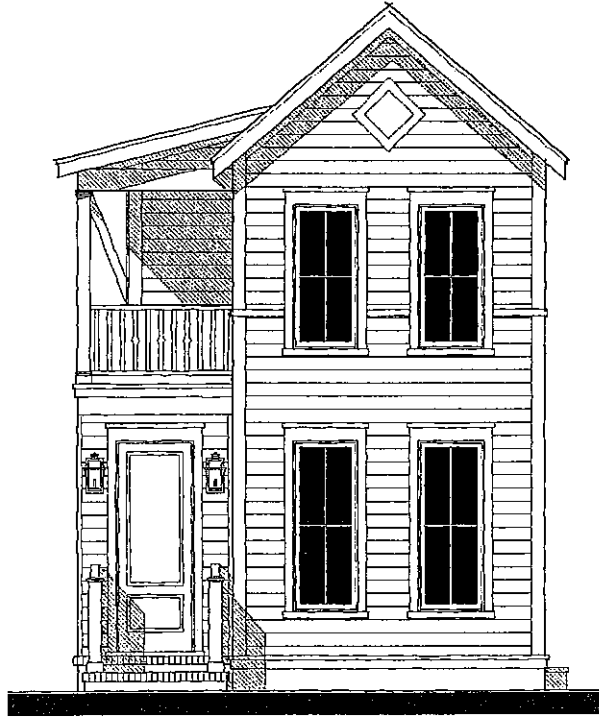


UNIT A

2nd Floor



UNIT B



# Cara May Cottage (19912B)

ID Number: 19912b

1st Floor: 416 sq.ft.  
2nd Floor: 385 sq.ft.  
Total Sq. Ft.: 801'  
Width: 17'10"  
Length: 30'

Bedrooms: 3  
Bathrooms: 2  
1/2 Bathroom: No  
Screened In Porch: No  
Covered Porch: 169 sq.ft.  
Deck: No

Loft: No  
1st Flr. Master: Yes  
Basement: No  
Garage: No  
Elevated: No  
Two Masters: No

Mother In Law Suite: No  
Upside Down: No  
Elevator: No  
Tower: No



## Floor Plans

