REQUEST FOR QUALIFICATIONS AND PROPOSALS

Sealed Request for Proposals/Request for Qualifications for the “**Chatham County Health Department – space conversion for Dental Clinic”** will be received by the Chatham County Health Department at 1395 Eisenhower Drive, Savannah, Georgia 31406 **until 2:00 p.m. local time on December 18, 2018.** The names of the respondents will be read aloud at 2:10 p.m. of the same day and no further proposals or request for qualifications will be accepted. Qualifications will subsequently be opened and evaluated by the Department and the proposals submitted by qualified proposers/contractors shall be opened and read aloud at 2:45 p.m. A mandatory pre-proposal conference with proposers/contractors is to occur on November 27, 2018 at 2:00 p.m. at the Health Department located at 1395 Eisenhower Drive, Savannah, Georgia 31406.

The project consists of, but is not limited to, the renovation of existing office space, the retro fitting of the existing office space and the establishment and construction of the dental clinic within the building located at 1395 Eisenhower Drive, Savannah, Georgia 31406. Working with equipment suppliers will be required and the Health Department will be operating in other parts of the facility while work in the project is conducted.

Technical Documents and Specifications are currently available and can be obtained at the Proposer’s expense by contacting Pat Shay at Gunn, Meyerhoff & Shay, 12 East Bay Street, Savannah, Georgia 31401, (912) 232-1151, [pshay@gmshay.com](mailto:pshay@gmshay.com). The documents are also available for examination at the Chatham County Health Department located at 1395 Eisenhower Drive, Savannah, Georgia 31406, in the Administrative Office. Any and all proposal addenda will be made available at those sources. Proposers/Contractors shall be responsible for obtaining addenda and acknowledging receipt of addenda on the proposal form.

A **Mandatory Pre-Proposal Conference** for proposers/contractors will be conducted at 1395 Eisenhower Drive, Savannah, Georgia 31406 on November 27, 2018, at 2:00 p.m.

The successful proposer/contractor will be required to execute a Payment Bond and Performance Bond each in an amount of one hundred percent (100%) of the total value of the contract award.

No proposal may be withdrawn after closing time for the receipt of proposals for a period of sixty (60) days.

Only the proposals submitted by proposers/contractors that have been deemed “qualified” shall be considered for the contract award. Proposers shall demonstrate at least the following qualifications to be deemed “qualified” to perform the work and the relative value of each qualification criterion shall be determined in the best interest of the Health Department. The proposal document itself contains additional information.

1. Experience of a minimum of three successful modifications and installations of medical offices and/or equipment.
2. An Experience Modification Rate of 1.0 or less as indicated by the NCCI.

3. A minimum of five years in business under the current company name.

Criteria for the qualifications shall include work experience with construction or renovation including medical and/or dental facilities and equipment; nature of similar work experience; the content of the proposal and plan for conducting the project during the ongoing operation of the Health Department facility; demonstrated quality of workmanship; and proposed work schedule. Once qualifications are met, price proposal will be evaluated and considered.

The Chatham County Health Department reserves the right to waive minor formalities and to reject any or all proposals.

Ad Run Dates: \_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_, 2018

\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_, 2018