

DOUGLASVILLE – DOUGLAS COUNTY WATER AND SEWER AUTHORITY
8763 Hospital Drive
Douglasville, Georgia 30134

REQUEST FOR PROPOSALS

ELEVATOR REPLACEMENT PROJECT

RFP #200

September 24, 2025

The Douglasville – Douglas County Water and Sewer Authority (hereinafter referred to as the “Authority”) is soliciting sealed proposals from qualified contractors to replace a 1999 Dover hydraulic passenger elevator (Model EP06015, Serial No. EK1367) serving two floors at the Authority’s Administrative Offices, located at 8763 Hospital Drive, Douglasville, Ga 30134. The Authority does not restrict offerors to a specific brand, make, or manufacturer; the Authority intends to convey to prospective offerors the general style, type, character, and quality of the elevator desired. All designs, materials, labor, equipment, and supervision necessary to complete replacement of the existing elevator will be provided by the selected offeror or contractor. The contractor will provide professional design and construction administration services for the replacement of the existing elevator to meet the specific needs of the Authority.

The expected work includes replacement or retention of the mechanical and electrical components, the removal and disposal of existing elevator components not being utilized in the modernization, the supply and installation of new components, a list of required updates to the elevator mechanical room per the current Georgia State Code, a minimum one-year warranty, a value engineering review, IT requirements, and all other work necessary to provide a fully functional, safe, and State of Georgia certified elevator.

All elevator equipment will be furnished and installed in accordance with the American National Standard Safety Code for Elevators, ANSI/ASME A17.1, including the latest supplements, and the requirements of the Georgia Office of the Commissioner of Insurance and Safety Fire. In addition, all equipment will comply with the requirements of the Americans with Disabilities Act (ADA) for elevators.

The elevator contractor will be responsible for obtaining all necessary licenses and permits as required, including the City of Douglasville Building Permit and Elevator Inspection Permit.

Parties interested in this Request for Proposals must obtain a copy of the full proposal package at no cost, by contacting the Authority’s Purchasing Department, Joseph Morency, Senior Procurement Specialist, by telephone at (770) 949-7617, via email at jmorency@ddcwsa.com, or in person at the Authority’s Administrative Offices located at

8763 Hospital Drive, Douglasville, Georgia 30134. Failure to obtain the full proposal package will render an offeror's proposal nonresponsive.

Proposals will be received by the Authority at its Administrative Offices located at 8763 Hospital Drive, Douglasville, Georgia 30134 until 10:00 a.m., local time, on Wednesday, October 22, 2025. Proposals shall be sealed and either mailed or delivered to the Authority to ensure they are received no later than the above-specified time and date. Proposals received after this time will not be accepted or considered.

Proposals shall be received by 10:00 a.m., local time, on Wednesday, October 22, 2025.

A mandatory pre-proposal conference will be held at 10:00 am on Wednesday, October 1, 2025 at the Authority's Administrative Offices, located at 8763 Hospital Drive, Douglasville, Georgia 30134. Immediately following the Pre-proposal Conference, offerors will be afforded an opportunity to view and inspect the existing elevator.

Mandatory pre-proposal conference shall be held at 10:00 a.m., local time, on Wednesday, October 8, 2025.

All prospective offerors must hold a current Georgia Contractors License and be on, or promptly qualify for inclusion on, the Authority's Approved Contractor List, without restriction or probationary status.

All proposals must be accompanied by adequate bid security (proposal bond, certified check, or letter of credit) drawn in favor of the Authority and in the amount of five percent (5%) of the total proposal price, which shall be subject to forfeiture as liquidated damages in the event that the proposal be accepted and the offeror fail to promptly enter into the proposed contract with the Authority.

The Authority reserves the right to reject all proposals or any proposal that is nonresponsive or submitted by a non-responsible offeror. The Authority also reserves the right to waive technicalities and informalities in this Request for Proposals and the proposals submitted. The Authority further reserves the right to accept the proposal that the Authority, in its sole discretion, determines to be the most advantageous to the Authority based on the evaluation factors set forth in the Request for Proposals.