



Southeast Health District

1101 Church Street, Waycross, Georgia 31501
Phone: 912-285-6002 Fax: 912-284-2980
www.sehdph.org

Rosemarie D. Parks, M.D., M.P.H.
District Health Director

INVITATION TO BID

Thank you for your interest in partnering with Southeast Health District to accomplish our mission.

SCOPE OF WORK

Provide building repairs at Tattnall County Health Department in Reidsville. See Attachment A for detailed list of repairs needed. **The vendor MUST have professional liability insurance and a business license.**

BID OF

Name: _____

Address: _____

City, State, Zip: _____

Please fill in all highlighted areas and return your bid SEALED to:

Southeast Health District
Attn.: Brittany Hickox
1101 Church Street
Waycross, GA, 31501

BIDS DUE February 18, 2021; 5:00 PM, Local Time

SCHEDULE OF EVENTS

Release ITB	February 8, 2021
Deadline for Vendor Questions	February 15, 2021
Bid Due Date	February 18, 2021
Services to Begin	March 1, 2021

All questions must be submitted no later than deadline stated in the above schedule of events. Answers are provided for informational purposes only and will not be considered binding unless incorporated by amendment to this ITB. Bids must be submitted in person at the address located above. Please call the Ware County District Office at 912-285-6002 or email brittany.hickox@dph.ga.gov if you would like to schedule a time to view the property.

Serving: Appling, Atkinson, Bacon, Brantley, Bulloch, Candler, Charlton, Clinch, Coffee, Evans, Jeff Davis, Pierce, Tattnall, Toombs, Ware & Wayne counties

An Equal Opportunity Employer

Attachment A

Detailed Description of Repairs

- Exterior Painting: Paint/Caulk/Labor
- Interior Painting: Paint/Caulk/Labor
- Exterior: Material and Labor
 - Replace rotten wood on front porch beam
 - Replace rotten panels under windows
 - Replace rotten molding under windows
 - Replace damaged fascia board
 - Paint exterior door units
 - Paint all exterior trim
 - Replace three exterior door units with “no rot jamb” and locksets
 - Repair front door unit and door for electrical room
 - Replace all weather stripping and locks
- Interior Drywall: Materials and Labor
- Heating & AC
 - Move duct for new layout
 - Install new vent covers where needed

Area 1:

- Remove cabinets: Upper and lower.
- Change door openings to H&AC Closet from 3’ to 2’ door opening
- Install a new 2’ door unit. Remove door unit from hall and install in kitchen area
- Install and cost of barn style door unit with tracking
- Cut concrete from the kitchen to the bathroom to supply plumbing for the new kitchen area and repair with new concrete
- Install new wiring in the kitchen
- Installation of stainless-steel kitchen sink with faucet
- Installation of microwave hood over the stove
- Installation of refrigerator with water and ice in the door
- Run new water lines
- Shaker-style kitchen cabinets with Formica tops and hardware
- Appliance allowance: Stainless steel
 - 30” electric self-cleaning stove and cord
 - 30” microwave hood-vent free
 - Refrigerator with water and ice in door and supply line

- Double bowl stainless steel kitchen sink with drains, basket, and faucets

Area 2 and 3: Material and Labor

- Remove mirrors and lights over mirrors
- Remove wall sinks
- Remove toilets and installs new parts
- Install two new vanities with new faucet and drains
- Install two new framed mirrors
- Repair floors and drywall in this area
- Reset toilets and vanities after new flooring is installed
- New light fixtures

Area 4: Material and Labor

- Install new door trim on two new door units

Area 5, 6, and 7: Material and Labor

- Remove cabinet floor to ceiling
- Remove shelving in area 7
- Remove cabinets, cook top and hood in kitchen (Area 6)
- Remove toilet and vanity in area 5
- Remove walls between area 5, 6, and 7
- Area 6: Close bathroom door, frame case opening in area 6 for a 3/0 door unit
- Cut floor in this area and cap off plumbing. Repair floors
- Raise ceiling and duct work in area 5. Remove ceiling tile from area 5, 6, and 7
- Install new track system and ceiling tiles. Move duct work
- Install two new 2X4' drop in LED lights
- Remove old wiring from kitchen, bath, and back room
- Install new wiring, insulation, drywall, baseboard, and shoe molding

Area 8, 9, and Hallway: Material and Labor

- Drywall and electrical itemized separately
- Add a wall between office 8 & 9; add wall to form hallway
- Add two 3/0 solid core door units and locksets
- Change electrical wiring in these areas
- Add two new light fixtures for the hallway
- Change light locations in these two offices
- Form wall in this area
- Repair drywall
- New baseboard and shoe molding
- Install new ceiling tile track

Area 10

- Frame and sheetrock to close in the open area in the wall
- Frame and sheetrock to close in the door opening on the right

- Remove the door on the left in the hall and add new trim
- Change out electrical work
- Repair front door
- Add new door locks

Area 11

- Remove cabinets
- Patch drywall
- Add new baseboard and shoe molding

Area 12

- New door trim on the inside of the exterior door unit
- Shoe molding

Area 13 Hall, Area 15 Office, Area 16 Office: Material and Labor

- Remove water cooler and cap off plumbing
- Add door unit for Area 15 and 16
- Remove cabinets in these areas
- Install wall between office area 15 and 16
- Foam walls in this where possible
- Add new baseboard and shoe molding
- Two door units and locksets
- Move light fixtures
- Move duct work
- Change electrical work
- Change out some of the ceiling tracks in these offices
- Repair drywall

Area 14: Material and Labor

- Remove cabinets and phone lines
- Repair drywall
- Install baseboard and shoe molding

Area 17 and 18: Material and Labor

- Area 17 remove door unit from hall and frame in
- Remove vanity/change wiring and lighting
- Cut floor to change plumbing location for the shower
- Install open top acrylic shower unit, drain and faucet. No shower doors
- Remove wall between area 17 and 18
- Cut floor for plumbing for new location of vanity
- Cost of new vanity, faucet, mirror, light fixtures over shower and vanity
- Change location of light switches and receptacles
- Add insulation and drywall
- Add new door unit for bathroom

- New trim, baseboard, and shoe molding in bathroom
- Raise ceilings in this area and install new track and ceiling tiles

Area 19 Hall: Electrical material and labor the entire building

- Electrical panel room/hot water heater
- Add a 100-amp panel box fed off a 100-amp breaker in the main 200-amp box. This will free up extra spaces for additional power supply.
- Cost of 100-amp box, breakers, and 116 4-foot LED bulbs
- Drywall work

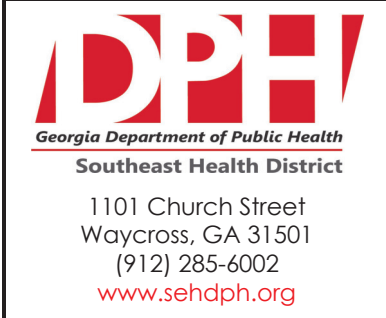
Flooring

- Commercial grade glue down grain and pigment IVP vinyl planks
- Remove old, glue-down-carpet, patch floors
- Prep floor
- Install flooring (glue included)

REQUEST FOR QUOTATION FOR SERVICES AND/OR PRODUCTS*

THIS IS ONLY AN INQUIRY, NOT AN ORDER.

BLUE SECTIONS COMPLETED BY SEHD/GREEN SECTIONS COMPLETED BY VENDOR.



Name of Company Submitting Quote

TO: _____

ATTENTION: _____

Company Fax Number: _____

Quote Submission Deadline: February 18, 2021; 5:00 PM, Local Time

Quantity/Unit	Item Description	Unit Price <i>Include Shipping</i>	Total Product Extension
1	Services as stated in ITB		_____

Detailed Description of Service to be Performed Provide clear, complete specifications including beginning and ending dates; frequency performed; sample; delivery details; references, warranty & bonding information; etc. Attach additional pages, if necessary.	Price Breakdown	Total Services
As stated in Invitation to Bid	_____	_____

Enter quote grand total for *combined* products and services:
\$ _____

Expiration date of quote: _____

Signature of company representative: _____ Date: _____

Company address: _____

Phone number: _____ E-mail address: _____

Federal Employer's Identification Number (FEI): _____

Statewide contract provider? Yes No Statewide Contract #: _____

Fax completed quotation to: _____ at _____

Send completed quote in sealed envelope to the attention of: Brittany Hickox at
brittany.hickox@dph.ga.gov

***Any bid not meeting all requirements will be eliminated from considerations.**