

INVITATION TO BID
BID SOLICITATION DOCUMENT

SOLICITATION INFORMATION	
Solicitation Released:	November 18, 2021
Description:	The Charlton County Board of Health is seeking a qualified contractor for the provision of interior painting services.
Agency:	Charlton County Board of Health
Agency Address:	2587 Third Street Folkston, Georgia 31537

SCHEDULE OF EVENTS			
Submission Deadline:	December 6, 2021; 5:00 PM, Local Time	Services to Begin:	December 2021
All questions must be submitted no later than the submission deadline stated above. Answers are provided for informational purposes only and will not be considered binding unless incorporated by amendment to this bid solicitation.			

SUBMISSION DELIVERY	
Delivery Address:	Southeast Health District Attn.: Brittany Hickox 1101 Church Street Waycross, Georgia 31501
Bid packaging must be sealed and should be properly marked with the following indicated on the exterior of the package: Interior Painting Proposal - Charlton County Board of Health	

AGENCY CONTACT INFORMATION			
Contact Name(s):	Brittany Hickox Jeanna Thrift	Phone Number(s):	912-285-6136 912-496-2562
E-mail address(es):	brittany.hickox@dph.ga.gov Jeanna.Thrift@dph.ga.gov		
For more information, or to schedule a time to view the property, please contact Brittany Hickox or Jeanna Thrift by phone or by e-mail.			

SCOPE OF WORK
The Charlton County Board of Health, located at 2587 Third Street, Folkston, Georgia 31537, is seeking a qualified contractor for the provision of interior painting services. See attachment A for further details.
The vendor MUST have professional liability insurance and a business license.

ATTACHMENT A REQUIRED SCOPE OF WORK

Scope of work

Preparing and painting all interior walls, trim, door jams, doors (if requested), minor/major damage repair and minor/major sheetrock repair. The contractor must provide all labor, various materials, tools, supplies, equipment and paint necessary to complete these services.

Materials & Supplies

All paint required for services.

The Contractor must furnish all industry specific materials, tools and supplies necessary to perform the services requested in a safe and effective manner, including, but not limited to:

- Brushes, rollers, tape, containers, pans, buckets, etc., to utilize during application.
- Any materials for masking and/or protection of surfaces, flooring, equipment and/or fixtures not being painted.
- Scaffolding, ladders and extension devices used for application on elevated surfaces allowing the Contractor to reach the highest point, at a given location, in a safe and efficient manner.

Painting Preparation


The Contractor shall perform the preparation of all surfaces for painting, including, but not limited to the following: sheetrock walls, previously prepared walls (vinyl and paper wall coverings), masonry surfaces, concrete block walls, steel and wood doors, steel door bucks, etc. Moving of equipment and/or furniture in occupied rooms shall be the responsibility of the Contractor. Removing any hardware, electrical equipment plates, lighting fixture trim, or other items necessary to protect from contact with paint.

Post Paint Clean-Up

The Contractor shall be responsible for removing any rubbish, empty cans, rags and other discarded materials and disposing of any hazardous waste.

After paint application, Contractor shall clean spattered surfaces and remove spattered paint. The contractor shall re-install hardware, electrical equipment plates, lighting fixture trim and any other items that have been removed to protect from contact with paint.

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

REQUEST FOR QUOTATION FOR SERVICES AND/OR PRODUCTS*		
THIS IS ONLY AN INQUIRY, NOT AN ORDER		
COMPLETE ALL HIGHLIGHTED SECTIONS		
 1101 Church Street Waycross, GA 31501 (912) 285-6002 www.sehdph.org		Quote Submission Deadline: December 6, 2021; 5:00 PM, Local Time DATE: <input type="text"/> COMPANY NAME: <input type="text"/> CONTACT NAME: <input type="text"/>
Quantity/Unit	Item Description	Unit Price <i>Include Shipping</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>
Detailed Description of Services to be Performed		Total Services
Provide clear, complete specifications including beginning, and ending dates; frequency performed; sample; delivery details; references, warranty and bonding information; etc. Attach additional pages, if necessary.		
<input type="text"/>		\$ <input type="text"/>
<input type="text"/>		
<input type="text"/>		
Signature of company representative: <input type="text"/>		
Send completed quote to the attention of <u>Brittany Hickox</u> at <u>1101 Church Street, Waycross, GA. 31501</u>		
*Any bid not meeting all requirements will be eliminated from considerations.		

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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

PROPOSAL SIGNATURE PAGE

PROSPECTIVE CONTRACTOR'S INFORMATION					
Company:					
Address:					
City:		State:		Zip Code:	
Federal Employer's Identification Number (FEI):					
PROSPECTIVE CONTRACTOR CONTACT INFORMATION					
Name:			Title:		
Phone:					
E-mail:					

Authorized Signature: _____ Title: _____

Printed/Typed Name: _____ Date: _____

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