



Department of Purchasing &
Contracting
1300 Commerce Drive, 2nd Floor
Decatur, Georgia 30030
Fax: (404) 371-7006

Date: October 27, 2023

Request for Quotation No. 23-3003814

DeKalb County, Georgia is requesting a quotation for the following:

I. Proposed Term:

One Time Buy

II. Attachments:

- A. Scope of Work
- B. Minimum Specifications
- C. Quote Form
- D. Reference Form and Reference Check Release Statement
- E. Bidder Affidavit
- F. Warranty and Insurance (requested upon Award)

III. Payment Terms:

Net 30

IV. Scope of Work:

See Attachment A

V. Federal Work Authorization Program:

All qualifying contractors and subcontractors performing work with DeKalb County, Georgia must register and participate in the federal work authorization program to verify the work eligibility information of new employees. In order for a Quotation to be considered, it is mandatory that the Bidders Affidavit, Attachment E, be completed with bidder's proposal.

VI. Due Date:

All questions are due to **Toneya Dawson** via email at tbdawson@dekalbcountyga.gov on or before 3:00 p.m. EST on Monday, October 30, 2023.

Additional Information/Addenda

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date. Bidders should not rely on any representations, statements or explanations other than those made in this RFQ or in any addendum to this RFQ. Where there appears to be a conflict between the RFQ and any addenda issued, the last addendum issued will prevail. It is the responsibility of the Bidder to ensure awareness of all addenda issued for this solicitation. Please acknowledge the addenda and submit it to the DeKalb County Department of Purchasing and Contracting as requested. Bidders may contact the above listed contact person to verify the number of addenda prior to submission. Addenda issued for this RFQ will be posted on DeKalb County's website, <https://www.dekalbcountyga.gov/informalbids>. Bidder should regularly check the County's website for addenda.

Quotes are due on or before 5:00 p.m. EST on Tuesday, October 31st, 2023. Bidder must complete and return the quote form, reference form, bidder affidavit and provide a copy of Bidder's valid business license to DeKalb County by email to the attention of **Toneya Dawson** or email to tbdawson@dekalbcountyga.gov.

All quotes are to be provided on Attachment C, Quote Form.

Thank you for your interest in doing business with DeKalb County.

Sincerely,

Toneya Dawson

Toneya Dawson
Procurement Agent
Department of Purchasing and Contracting

Attachment A

Animal Shelter Kennels

Scope of Work

Animal Shelters

Vendor to provide ***a total of ten (10) units to support housing 12 animals per shelter unit (12 x 10 = Housing for 120 Animals)*** and constructed “offsite” within a prefabrication process. Units shall be ***“fully assembled”*** animal shelter structures and delivered to the site ready, full assembly, as shown in the Drawings ready for connecting to utility connections. Each individual animal shelter structure (approx. 20 ft x 60 ft) shall support the animal living quarters for twelve (12) individual separate “housed dogs” within a single Housing unit.

There shall be a total of ten (10) individual modular Animal Housing Structures provided that will be constructed “offsite”. The separate Housing Units (buildings) total ten (10) individual separate “*Modular units*”. *Each Housing unit* will be delivered and ***set by the Vendor*** on ten (10) prepared separate concrete slabs at the listed site location.

Site Location

The site is located at the existing DeKalb County Animal Shelter:

***Dekalb County Animal Shelter
3280 Chamblee -Dunwoody Road
Chamblee, Ga 30341***

The proposed new overflow Animal Shelter construction site is located directly adjacent to the “South side” of the existing Dekalb County Animal Shelter. This site is directly SW of the existing shelter facility and contiguous with the adjoining property Owned by the Dekalb County Dekalb Peachtree Airport.

Shelter Structures-Site Utilities

Each individual modular animal shelter structure shall support the living quarters for twelve (12) individual animals (dogs). A total of ***ten (10) separate individual modular units*** – “animal housing shelters” ***shall be provided*** to support the living quarters for a total of one hundred twenty (120) animals.

Each dog (animal) shelter shall be constructed off site (prefabbed) by a Company that is highly specializes in the Animal Shelter Prefabrication business and is currently in the business of building modular dog kennel shelters.

Each individual modular kennel shelter (kennel shelter house 12 dogs) shall be delivered to the site, off loaded by the Vendor, and placed by the Vendor on the Owner's "preconstructed" concrete slab foundations (individual concrete slabs) constructed by the Owners General Contractor- Hawk Construction Inc..

The Owner will have preconstructed ten (10) separate concrete foundations with needed service utilities "in- place" (preconstructed by the Owner's General Contractor – Hawk Construction Inc.).

The Animal Shelter Vendor shall plan for delivery and setup for ten (10) separate Units that house – a Total of 120 Animals. The buildings (kennels) are to be prefabricated off site and delivered by the Vendor to the listed address. The Animal Housing Vendor shall offload and place individual housing units on the Owner's pre -constructed concrete foundations per the Site Drawings.

The Owner will have constructed "in place" ALL required needed utilities (water / sewer / electrical) to each of the ten (10) individual Animal Shelters. Owner's site Contractor (Hawk Construction Inc.) will provide and install the necessary field utility service connections to the prefabricated individual shelters (kennels) per the Site Drawings.

Vendor to furnish to the Owner; ALL needed building utility assembly details to include shop drawings necessary to coordinate construction of ALL site utility tie- in activities to the individual units with the Owner and the various onsite Subcontractors that may be employed by the Owner.

Attachment B

Minimum Specifications

Modular 10 Housing Units -Housing 12 Animals per Shelter- Prefabricated Modular Shelter (120 animals)

Offsite prefabrication of 10 Individual Animal Housing Units (kennels) forming individual housing units (buildings each sized 20 ft x 60 ft) that provides kennel housing for dog capacity (12 Animals per housing unit x 10 Housing Units for a total of 120 Animals) shall include the following detail quality adds to each kennel and include:

Architecture:

- Add a deluxe Trim package
- Provide for standing seam metal roofing
- Provide Gable vents at each the Housing units
- Provide for *metal siding* walls: ALL exterior finishes (Patian Green finish color)
- Provide for a bone white “standing seam” metal roof
- Provide two (2) entrance /exit insulated metal doors with -9 glass lite entrance doors that are pre-hung with metal frames, include exit-entrance doors with hardware. See Dwgs for locations
- Provide for four (4) exterior walls mounted, 9 glass light, high grade metal framed double pane insulated windows that are min 30” x 60” size and constructed with aluminum frames with insulated glazing.
- Provide guillotine type individual animal exit door locks (door controls mounted outside the caged enclosure) to allow employee safe operation and to allow safe access for dogs in or out of their confined spaces.
- Provide for individual animal housing runs with galvanized metal dividing fencing with reduced smaller openings that have openings sized small enough to prevent any by side x side adjoining animal fighting resulting in injury due to animal behavior. Desire is to reduce access to an adjoining housed animal and retain open air concept yet results in prevention of animal biting injuries due to adjoined side by side housed animals.
- Provide water resistant water retardant wall inside panels (see Dwgs.) to prevent and resist mildew due to wet conditions from interior wall “wash down” cleanup activities.
- Provide for wall hung food service cabinetry with 6’ long working service countertop and food+ dish storage shelving (min 6 shelves below and above the countertop).

Electrical

- Provide an electrical breaker box (min 100 amp), 15-20 Amps breaker switches, provide for multiple electrical outlets (minimum of 4-6) and lighting (add electrical package)
- Provide for total of two (2) exterior flood lights at opposite ends of each animal shelter building
- Provide for minimum of eight (8) ceiling mounted LED lighting fixtures with wall mounted switches with adjustable dimmer operators

Mechanical & Plumbing

- Provide for exiting of ALL interior moisture accumulations by providing three (3) electric ceiling mounted air ventilators (restroom ceiling mounted type) discharging through the attic ventilation with flexible ducting to exterior environment. Provide the necessary electrical on /off control switches (min of 2) mounted conveniently on the walls adjacent to the entrance / exit doors.
- Provide two (2) HVAC wall mounted electrical HVAC (heating -cooling) units that are wall mounted at each end of the housing units. Each HVAC unit shall be adequately sized and complete with controlled select air tempered temperatures for heating and cooling. Housing HVAC Units shall be conveniently wall mounted and provided with temperature control thermostats with easily seen large numbers and temperature readings.
- Provide two (2) Exterior Water Hose Ports
- Provide an electric hot water tank unit (min 40 gallon and adequately sized that can be securely wall mounted) and provided with an overflow drain pan.
- Provide a floor mounted large housekeeping sanitary “wash service Sink” with functional plumbing and with sewer drain connections. Unit to include hot and cold-water service connections for cleaning animal service dishes.
- Provide for a floor positioned “mop sink” with hot and cold-water utility plumbing services to include sink floor drainage plumbing.

Qualifications

The Prefabrication Animal (dogs) Housing Company (Vendor) shall directly specialize in Commercial Dog Kennel Housing Construction. Specialized dog business services to include Dog Kennel Housing prefabrication construction process and complete design services in animal (dogs) care housing unit construction.

Animal Housing Prefabrication Company shall have been in like kind business of the prefabrication process / kennel design services / and construction services of large (order of magnitude: 6 or more dog capacity per Housing unit –minimum) Animal (dogs) Prefabrication Housing Construction for a business period minimum of five (5) years.

The bidder must have an active business license in the State where the Prefabrication building process operates.

Housing Unit Fabrication Pre-sign off /Plant Inspection of Fabrication Unit

Vendor shall obtain the Approval of the Owners representative prior to construction of more than one (1) unit with the Owners *inspection at the Vendors “offsite” fabrication facility*. This signoff of the 1st unit that is prefabrication at the Vendors off site location is required to confirm the materials of construction, workmanship detail, and utilization of the materials to be constructed as a part of the Housing Units.

The fabrication assembly plant “site visit” by the Owner shall review the assembly /construction quality in workmanship details and selection of materials for an expected high level of workmanship by the Fabricator.

The Owner’s signoff of the prefabricated first (1st Unit ready for inspection) will be coordinated by the Vendor and Owner. The required notification shall be direct to the Owner’s Project Manager that will coordinate a time and location for an onsite **plant visit** to allow confirmation of the selected standard of quality in fabrication.

A one week’s advanced Notice by the Selected Housing Vendor for a fabrication site visit of a completed Unit for the Owner to review the acceptable constructed “*standardize of quality-built off-site fabrication.*”

The Owner will visit the Vendors fabrication site *upon advanced Notice by the Vendor.*

Anticipated personnel for a **plant site visit** may include: the Owners General Contractor / the Owner’s Project Manager / the Owner’s Animal Shelter Operator.

All travel costs for the Owners Team for planned site visit is at the Owner’s costs.



Attachment C

Quote Form

Description	Each	Quantity	Extended Price
Prefabricated Fully Assembled 20 ft x 60 ft Animal Shelter Modular Housing Unit.	\$ _____	10	\$ _____

Notes:

Each individual modular animal shelter structure shall support the living quarters for twelve (12) individual animals (dogs). A total of **ten (10) separate individual modular** units – “animal housing shelters” *shall be provided* to support the living quarters for a total of one hundred twenty (120) animals. Please ensure that all quoted pricing includes delivery, and any other necessary fees that the vendor may incur.

Vendor must furnish to the Owner; ALL needed building utility assembly details to include shop drawings necessary to coordinate construction of ALL site utility tie- in activities to the individual units with the Owner and the various onsite Subcontractors that may be employed by the Owner.

Signature / Title

Company Name

Email Address

Phone Number

Company Address

Attachment D

CONTRACTOR REFERENCE AND RELEASE FORM

List below at least three (3) references, including company name, contact name, address, email address, telephone numbers and contract period who can verify your experience and ability to perform the type(s) of product(s)/ service(s) listed in the solicitation.

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

REFERENCE CHECK RELEASE STATEMENT

You are authorized to contact the references provided above for purposes of this RFQ.

Signed _____ Title _____
(Authorized Signature of Bidder)

Company Name _____ Date _____

**Attachment E
CONTRACTOR AFFIDAVIT**

By executing this affidavit, the undersigned verifies its compliance with O.C.G.A. § 13-10-91, as amended, stating affirmatively that the individual, firm or corporation which is contracting with DEKALB COUNTY, GA, a political subdivision of the State of Georgia, has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, as amended]. The affiant agrees to continue to use the federal work authorization program throughout the contract period.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the COUNTY, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91, as amended, on the Subcontractor Affidavit form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the COUNTY, within five (5) days from when the subcontractor(s) is retained to perform such service.

BY: Authorized Officer or Agent
(Bidder's Name)

Federal Work Authorization
Enrollment Date

Title of Authorized Officer or Agent of Bidder

Identification Number

Printed Name of Authorized Officer or Agent

Address (* do not include a post office box)

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 20__

Notary Public

My Commission Expires: _____

Attachment F

WARRANTY AND/OR GUARANTY:

The bidder will state below or will furnish a separate letter attachment, which fully explains the conditions of Warranty and/or Guaranty. If no Warranty and/or Guaranty are applicable, it must be so stated. **NOTE:** FAILURE TO RESPOND TO THE REQUIREMENTS OF THIS PARAGRAPH MAY RESULT IN THE BID BEING DEEMED NON-RESPONSIVE.
