

ADDENDUM NO. 1

DATE: SEPTEMBER 22, 2026

To

**REQUEST FOR PROPOSALS
CONSTRUCTION MANAGER-AT-RISK (CMAR)
PRECONSTRUCTION AND CONSTRUCTION SERVICES
FOR
WATER TREATMENT PLANT CHEMICAL FEED AND CONTROL BUILDING UPGRADES
FOR
THE CITY CARTERSVILLE, GEORGIA**

Proposals received until 2:00 P.M., Local Time, **October 20, 2026**

ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY INSERTING ITS NUMBER IN THE TRANSMITTAL LETTER WITH PROPOSAL SUBMITTAL. THIS ADDENDUM FORMS A PART OF THE REQUEST FOR PROPOSAL; IT MODIFIES THEM AS FOLLOWS:

REQUEST FOR PROPOSAL

Cover Sheet	Change the proposals' due location to City of Cartersville Water Department 301 Douthit Ferry Road, Cartersville, GA 30120.
Section 00 11 13 ADVERTISEM ENT FOR PROPOSAL	Modify the advertisement as shown in the attached Section 00 11 13 Advertisement for Proposal document to reflect changing the proposals due and opening location to City of Cartersville Water Department 301 Douthit Ferry Road, Cartersville, GA 30120.
Section 00 11 19 REQUEST FOR PROPOSALS Paragraph 1.03.B.2	Change the language of this paragraph to the following: <i>"2. Construction costs and the Project budget will be developed during Phase I Preconstruction Services. Based on the current stage of design, the estimated construction cost is anticipated to range from \$15 million to \$25 million. This preliminary range is provided for planning and qualification purposes only and does not constitute an approved budget, Guaranteed Maximum Price, or authorization for Phase II Construction Services."</i>
Section 00 11 19 REQUEST FOR PROPOSALS Paragraph 1.03.C.2	Add the following to the end of this paragraph: <i>"The Approved Budget is the construction budget approved by the Owner during Phase I Preconstruction Services and stated in the applicable written authorization or executed Amendment. The preliminary estimated construction cost range stated in this RFP is provided for planning and qualification purposes only and is not the Approved Budget."</i>

Section 00 11 19 REQUEST FOR PROPOSALS Paragraph 1.03.D.1	Add the following to the end of this paragraph: <i>“Compare the milestone estimates with the preliminary estimated construction cost range stated in Section 1.03.B until the Owner establishes an Approved Budget; thereafter, compare the milestone estimates with the Owner’s Approved Budget.”</i>
Section 00 11 19 REQUEST FOR PROPOSALS Paragraph 1.06.A	Change the requirement for Proposal Submission as follows: “Submit one unbound original, six bound copies, and one electronic PDF copy, excluding the Fee Proposal, by 2:00 P.M., local prevailing time, on Tuesday, October 20, 2026, to the <i>City of Cartersville Water Department office at 301 Douthit Ferry Road, Cartersville, Georgia 30120.</i>”
Section 00 11 19 REQUEST FOR PROPOSALS Paragraph 1.07.A	Change the language of this paragraph to the following: A. “Submission Format 1. Proposals must be returned in a sealed package marked on the outside with “Proposal Response for Water Treatment Plant Chemical Feed and Control Building Upgrades” and “Company Name.” Proposals will be received until 2:00 P.M., local prevailing time, on Tuesday, October 20, 2026, at the <i>City of Cartersville Water Department office at 301 Douthit Ferry Road, Cartersville, Georgia 30120.</i> Any proposal received after this date and time will not be accepted. 2. Technical Proposals will be publicly opened and only the names of submitting firms will be read at 2:15 P.M., local prevailing time, on Tuesday, October 20, 2026, in the <i>City of Cartersville Water Department office at 301 Douthit Ferry Road, Cartersville, Georgia 30120.</i> Proposals are legal and binding upon the Proposer when submitted. 3. The separately sealed Fee Proposals shall remain sealed and will not be opened or read at the initial public opening. Fee Proposals will be opened only after technical scoring and any interviews, if conducted, in accordance with the evaluation process stated in this RFP.”
Section 00 11 19 REQUEST FOR PROPOSALS Paragraph 1.07.D.10.a	Change the language of this paragraph to the following: <i>“Submit the Fee Proposal using Section 00 42 43 Fee Proposal Form in the separate sealed envelope required by Section 1.07. See Section 1.09 for additional Fee Proposal requirements.”</i>

Section 00 11 19 REQUEST FOR PROPOSALS Paragraph 1.09.A.1	Change the language of this paragraph as follows: 1. Each Proposer shall submit one original Fee Proposal in a separate sealed envelope using the Fee Proposal <i>form provided in Section 00 42 43</i> . Do not include the Fee Proposal in the technical Proposal. The Fee Proposal envelope shall be marked with “Fee Proposal for Water Treatment Plant Chemical Feed and Control Building Upgrades” and “Company Name.”
Appendix A	Add the attached Figures, listed below, to this appendix. C-01 SITE PLAN FIG. 001 AREA 18: CHEMICAL FEED BUILDING 3D VIEW I FIG. 002 AREA 18: CHEMICAL FEED BUILDING 3D VIEW II FIG. 003 AREA 18: CHEMICAL FEED BUILDING 3D VIEW II FIG. 004 AREA 18: CHEMICAL FEED BUILDING 3D VIEW IV FIG. 005 AREA 18: CHEMICAL FEED BUILDING UPPER FOUNDATION PLAN FIG. 006 AREA 18: CHEMICAL FEED BUILDING BULK STORAGE FLOOR PLAN FIG. 007 AREA 18: CHEMICAL FEED BUILDING OPERATING FLOOR PLAN

END ADDENDUM No. 1

REQUEST FOR PROPOSALS
CONSTRUCTION MANAGER-AT-RISK (CMAR)
PRECONSTRUCTION AND CONSTRUCTION SERVICES
FOR
WATER TREATMENT PLANT CHEMICAL FEED AND
CONTROL BUILDING UPGRADES

OWNER	City of Cartersville, Georgia
OWNER REPRESENTATIVE	Sidney Forsyth, P.E. Director, City of Cartersville Water Department
ENGINEER	Wiedeman and Singleton, Inc.
ISSUE DATE	Thursday, September 17, 2026
PRE-PROPOSAL CONFERENCE	Friday, October 2, 2026, at 10:30 A.M. Cartersville Water Treatment Plant 237 Allatoona Dam Road, Cartersville, GA 30120
QUESTIONS DUE	Tuesday, October 13, 2026, 5:00 P.M.
PROPOSALS DUE	Tuesday, October 20, 2026, at 2:00 P.M. <i>City of Cartersville Water Department</i> <i>301 Douthit Ferry Road, Cartersville, GA 30120</i>



WIEDEMAN AND SINGLETON, INC.
Civil and Environmental Engineers

SECTION 00 11 13

ADVERTISEMENT FOR PROPOSALS

The City of Cartersville, Georgia (Owner) requests sealed proposals from qualified Construction Manager-at-Risk (CMAR) firms for Phase I preconstruction services and, if authorized by the Owner, Phase II construction services for the **WATER TREATMENT PLANT CHEMICAL FEED AND CONTROL BUILDING UPGRADES** (Project).

The principal work areas include constructing a new Chemical Feed Building, rehabilitating the existing Control Building, and providing associated site, process, architectural, structural, mechanical, electrical, instrumentation and controls, heating, ventilation and air conditioning, yard piping, temporary facilities, and operational coordination.

Copies of the RFP documents may be requested from the Engineer for the Project, Wiedeman and Singleton, Inc., Attention: Ahmed An-Naim, at aaa@wiedeman.com.

A mandatory Pre-Proposal Conference will be held at **10:30 A.M.**, local time, on **Friday, October 2, 2026**, at the **Cartersville Water Treatment Plant, 237 Allatoona Dam Road, Cartersville, Georgia 30120**. A site tour will be conducted immediately following the conference. Proposals will not be accepted from firms unless they are on record as having attended the Pre-Proposal Conference.

Written questions regarding this RFP shall be submitted by email to the Engineer, Ahmed An-Naim, at aaa@wiedeman.com, no later than **5:00 P.M.**, local time, on **Tuesday, October 13, 2026**. Questions will be answered only by written addendum issued by the Owner or its authorized representative. Receipt of each addendum to this RFP shall be acknowledged in writing and submitted with the Proposal.

Sealed Proposals must be returned in a sealed package marked on the outside with "Proposal Response for Water Treatment Plant Chemical Feed and Control Building Upgrades" and the Proposer's company name. Sealed Proposals will be received until **2:00 P.M.**, local time, on **Tuesday, October 20, 2026**, at the ***City of Cartersville Water Department office at 301 Douthit Ferry Road, Cartersville, Georgia 30120***. Proposals received after the deadline will not be accepted. Unsealed Proposals, including facsimile Proposals or Proposals sent by email, will not be considered.

Proposals will be publicly opened, and only the names of submitting firms will be read, at 2:15 P.M., local time, on **Tuesday, October 20, 2026**, in the ***City of Cartersville Water Department Office, 301 Douthit Ferry Road, Cartersville, Georgia 30120***. Proposals are legal and binding upon the Proposer when submitted. Proposal opening time is subject to extension pursuant to O.C.G.A. Section 36-91-20(d).

All interested parties are required to submit one (1) unbound original, six (6) bound copies, and one (1) electronic copy in PDF format. The Fee Proposal shall not be included in any of these copies. One (1) original Fee Proposal shall be submitted in a separate sealed envelope.

The successful firm will be required to satisfy the insurance requirements stated in the RFP. Each insurer providing required coverage shall be authorized by the Georgia Insurance Department to do business in Georgia and shall have an A.M. Best Financial Strength Rating of A- or better and a Financial Size Category of Class V or larger.

The written RFP documents supersede any verbal or written prior communications between the parties.

The evaluation and selection criteria, including their relative importance, are set forth in the RFP.

All respondents to this RFP are subject to instructions and additional terms and conditions communicated in the RFP. The Owner reserves the right to reject any or all proposals, to waive technicalities, and to make an award deemed in its best interest.

The City of Cartersville will be in no way liable for any costs incurred by any Proposer in the preparation of its Proposal in response to this RFP.

CITY OF CARTERSVILLE, GEORGIA

Sidney Forsyth
Director, City of Cartersville Water Department

END OF SECTION

SECTION 00 11 19

REQUEST FOR PROPOSALS

PART 1 GENERAL

1.01 REQUEST FOR PROPOSALS

- A. City of Cartersville, Georgia, as “Owner” is seeking Proposals from firms interested in providing Construction Manager at Risk (CMAR) Services for the WATER TREATMENT PLANT CHEMICAL FEED AND CONTROL BUILDING UPGRADES (“Project”). Proposals will include the proposing firm’s Statement of Qualifications and Fee Schedule as described in this Request for Proposals (RFP). All respondents to this RFP are subject to instructions and additional terms and conditions communicated in this document. The Owner reserves the right to reject any or all proposals, to waive technicalities, and to make an award deemed in its best interest.

1.02 GENERAL INFORMATION

A. Purpose

1. This RFP establishes requirements for selecting a CMAR to collaborate with the Owner and W&S during design and to develop a buildable, cost-controlled, sequenced project before construction authorization.

B. Contract Intent

1. The initial agreement is anticipated to authorize Phase I Preconstruction Services. Phase II Construction Services may be authorized only through a written guaranteed maximum price amendment, early work amendment, or other written authorization approved by the Owner.

C. Owner and Engineer

1. OWNER: City of Cartersville, Georgia
 - a. Contact: Sidney Forsyth, P.E.
2. ENGINEER: Wiedeman and Singleton, Inc.
 - a. Contact: Ahmed An-Naim, P.E.

1.03 PROJECT BACKGROUND AND OBJECTIVES

A. Background

1. The City is planning Phase II improvements at the Water Plant to support treatment reliability, operator safety, process control, and long-term operations. The improvements must be designed and constructed while the water treatment plant remains operational.

B. Current Design Status and Available Information

1. At the time of issuance of this Request for Proposals, the Project design is approximately fifty percent (50%) complete.

2. *Construction costs and the Project budget will be developed during Phase I Preconstruction Services. Based on the current stage of design, the estimated construction cost is anticipated to range from \$15 million to \$25 million. This preliminary range is provided for planning and qualification purposes only and does not constitute an approved budget, Guaranteed Maximum Price, or authorization for Phase II Construction Services.*
3. Information currently available to Proposers includes:
 - a. Appendix A – Planned Improvements.
 - b. Geotechnical reports and subsurface investigation data completed to date.
 - c. Available utility survey information.
 - d. Historical record drawings of the Water Treatment Plant.
 - e. Available site, operational, and facility information maintained by the Owner.
4. Additional geotechnical investigations, utility coordination, and field investigations are planned during ongoing design development, including supplemental geotechnical work within the proposed Chemical Feed Building area.
5. Preliminary process flow diagrams, process layouts, instrumentation concepts, and P&IDs are currently under development and are not included in the Procurement Documents. These materials are anticipated to be incorporated into future design packages issued to the selected CMAR during Phase I Preconstruction Services.
6. Record drawings associated with the separate Water Treatment Plant expansion project currently under construction are not expected to be available at the time of CMAR selection and may not be available until development of the Early Work Package.
7. The Engineer anticipates issuing approximately sixty percent (60%), ninety percent (90%), and one hundred percent (100%) design packages to the selected CMAR during Phase I Preconstruction Services.
8. Proposers shall independently evaluate the information provided and develop staffing, schedule, fee, and risk assumptions appropriate to the current stage of design development.

C. Owner Objectives

1. Maintain reliable water treatment operations throughout design and construction.
2. Develop a clearly defined scope, schedule, risk allocation, and procurement plan before construction authorization. *The Approved Budget is the construction budget approved by the Owner during Phase I Preconstruction Services and stated in the applicable written authorization or executed Amendment. The preliminary estimated construction cost range stated in this RFP is provided for planning and qualification purposes only and is not the Approved Budget.*
3. Use transparent, auditable, open-book pricing for each proposed work package.
4. Identify and reduce operational, safety, constructability, schedule, and cost risks early.

5. Deliver durable improvements that are safe to operate and maintain.

D. Primary Project Components

COMPONENT	PRELIMINARY DESCRIPTION
New Chemical Feed Building	Chemical storage and feed systems, including on-site sodium hypochlorite generation, secondary containment, ventilation, truck unloading, chemical piping, process water, power, controls, instrumentation, safety systems, and related site work.
Existing Control Building Rehabilitation	Architectural, structural, heating and ventilation, electrical instrumentation and controls, code compliance, finishes, operator spaces, and temporary operations.
Site And Utility Integration	Grading, paving, drainage, yard piping, utility relocations, prefabricated chemical feed trenches, duct banks, tie-ins, temporary services, access, and coordination with existing facilities.
Startup And Integration	Controls integration, functional testing, commissioning, operator training, transition planning, and closeout.

E. Key Project Constraints

1. Continuous plant operation except for Owner-approved shutdowns and tie-ins.
2. Continuity of chemical storage, transfer, and feed.
3. Protection and continued operation of existing controls and operator functions.
4. Coordination with existing utilities, buried piping, electrical duct banks, and plant access.
5. Long-lead equipment and early procurement.
6. Final scope, budget, schedule, funding conditions, and contract requirements remain subject to Owner approval.

1.04 SCOPE OF CMAR SERVICES

A. General

1. The CMAR shall provide qualified personnel, estimating, scheduling, constructability review, procurement planning, risk management, and coordination necessary to support the Owner and W&S. The selected CMAR will provide Preconstruction Services as defined in Section 00 52 43 Owner-CMAR Agreement. During Phase I Preconstruction Services, the selected CMAR will work collaboratively with the Owner and Engineer to provide input on the Project design, develop estimates of construction costs, develop a Project schedule, perform constructability and value engineering of the design, and perform other related services. The Engineer will develop the design to a point where the selected CMAR provides a Proposal for Phase II Construction Services.
2. During Phase II, the Engineer will complete the design, which may require multiple work packages as identified by the selected CMAR to meet the schedule objectives and to provide

sequencing of construction to maintain operation of the existing water treatment plant. In addition to management of construction, the selected CMAR will be responsible for methods of construction, safety, and the scheduling and coordination of the work of all construction and miscellaneous contracts required for completion of the Project within its predetermined budget and schedule. The successful CMAR will be required to work harmoniously with the Owner and Engineer.

B. Project Management and Coordination

1. Attend kickoff, design review, estimate reconciliation, risk, procurement, and progress meetings.
2. Prepare a preconstruction management plan defining roles, deliverables, meeting cadence, review periods, and decision points.
3. Maintain action items, decision, risk, cost trend, procurement, and design review logs.
4. Coordinate CMAR activities with the design schedule and Owner decision deadlines.

C. Design Review and Constructability

1. Review available conceptual/design development documents and subsequent design milestones identified by the Owner.
2. Provide written discipline-based comments addressing conflicts, access, sequence, temporary work, safety, operability, maintainability, and cost or schedule effects.
3. Review chemical layout, containment, truck access, ventilation, egress, equipment access, piping routes, electrical rooms, controls interfaces, and building rehabilitation sequencing.
4. Track each comment through disposition and closure.

D. Cost Estimating and Cost Control

1. Prepare milestone estimates in an open-book format organized by work breakdown structure or Construction Specifications Institute division, as directed. *Compare the milestone estimates with the preliminary estimated construction cost range stated in Section 1.03.B until the Owner establishes an Approved Budget; thereafter, compare the milestone estimates with the Owner's Approved Budget.*
2. Show quantities, unit prices, labor, materials, equipment, subcontractor and supplier quotations, general conditions, bonds, insurance, fees, allowances, contingencies, escalation, and assumptions.
3. Reconcile each estimate to the prior estimate and explain material changes.
4. Prepare cost-reduction and value-management options with cost, schedule, operational, maintenance, and risk effects.

E. Scheduling and Phasing

1. Prepare and maintain a logic-based critical path schedule covering design, reviews, permitting, procurement, early work, construction, startup, training, and closeout.

2. Identify critical path activities, float, long-lead items, Owner decisions, shutdowns, work restrictions, and required-by dates.
3. Develop construction sequence and phasing narratives consistent with plant operations.
4. Update the schedule with milestone estimates and each proposed guaranteed maximum price package.

F. Maintenance of Plant Operations

1. Develop a Maintenance of Plant Operations framework for the Chemical Feed Building and Control Building work.
2. Identify temporary chemical feed, temporary storage, temporary power, temporary controls, temporary ventilation, bypasses, temporary workspaces, access routes, and emergency contingencies.
3. Prepare a shutdown and tie-in matrix stating affected systems, duration, advance notice, support staffing, temporary provisions, testing, and restoration criteria.
4. Coordinate all proposed shutdowns and operational changes with Owner operations staff and W&S.

G. Procurement Planning

1. Prepare a bid package and procurement strategy identifying long-lead equipment, early procurement options, self-performed work, subcontracted work, and Owner-furnished equipment alternatives.
2. Conduct market outreach and obtain competitive coverage appropriate to each work package.
3. Maintain a procurement log showing package development, solicitation, bid, award, submittal, fabrication, delivery, and installation dates.
4. Provide bid tabulations, scope leveling, quotations, exclusions, and recommendations.

H. Guaranteed Maximum Price Development

1. Prepare one or more guaranteed maximum price proposals when requested by the Owner.
2. Include scope narrative, basis documents, estimate, bid tabs and quotations, general conditions, fee, allowances, contingencies, risk register, assumptions, clarifications, exclusions, schedule, subcontractor/vendor list, and self-perform summary.
3. Reconcile scope, cost, schedule, risks, contingencies, and exclusions with the Owner and W&S before approval.
4. Identify unresolved items and do not conceal incomplete scope within broad assumptions.

I. Phase II Construction Services, If Authorized

1. Procure and manage subcontractors and suppliers.

2. Provide project controls, scheduling, cost reporting, safety, quality control, submittals, requests for information, payment applications, change management, and record documentation.
3. Coordinate testing, startup, commissioning, training, turnover, closeout, and warranty obligations.
4. Maintain plant operations in accordance with approved plans and written Owner authorizations.

1.05 PROJECT DELIVERY AND CONTRACTING METHOD

A. Selection and Contract Structure

1. The Owner intends to select a CMAR based on qualifications, project approach, personnel, relevant experience, and the fee proposal methodology established in this RFP.

B. Open-Book Cost Model

1. The CMAR shall maintain transparent cost records supporting estimates, bid tabs, quotations, labor and equipment assumptions, general conditions, allowances, contingencies, and fee.

C. Self-Performed Work

1. Anticipated self-performed work shall be identified and supported by cost backup and procurement documentation as required by the final contract and applicable procurement rules.

D. Early Work Packages

1. The Owner has not determined whether an Early Work Package will be utilized for the Project. During Phase I Preconstruction Services, the CMAR shall evaluate opportunities for early procurement, long-lead equipment acquisition, and phased construction implementation and provide recommendations to the Owner regarding potential Early Work Package(s).

E. No Guarantee of Construction Authorization

1. Selection for preconstruction does not guarantee authorization of Phase II construction services.

1.06 PROCUREMENT SCHEDULE AND COMMUNICATIONS

A. Procurement Summary

PROCUREMENT ITEM	REQUIREMENT
Obtaining Documents	Copies of the RFP documents may be obtained from the Engineer for the project, Wiedeman and Singleton, Inc., Attn: Ahmed An-Naim at aaa@wiedeman.com .

Mandatory Pre-Proposal Conference	10:30 A.M., local prevailing time, on Friday, October 2, 2026, at the Cartersville Water Treatment Plant, 237 Allatoona Dam Road, Cartersville, GA 30120.
Written Questions	Submit questions in writing to Ahmed An-Naim at aaa@wiedeman.com no later than 5:00 P.M., local prevailing time, on Tuesday, October 13, 2026.
Proposal Submission	Submit one unbound original, six bound copies, and one electronic PDF copy, excluding the Fee Proposal, by 2:00 P.M., local prevailing time, on Tuesday, October 20, 2026, to the <i>City of Cartersville Water Department office at 301 Douthit Ferry Road, Cartersville, Georgia 30120.</i>
Separate Fee Proposal	Submit one original Fee Proposal in a separate sealed envelope marked with the project name and proposer's company name.
Bid Bond	Submit a Bid Bond in the amount of five percent (5%) of the proposed Preconstruction Services Fee using the form provided in Section 00 43 13 Bid Bond Form. The Bid Bond shall be submitted with the Proposal

B. Schedule

- The following Schedule of Events represents the Owner's best estimate of the schedule for selection of the CMAR related to the RFP. All times are local prevailing time in Cartersville, Georgia. The Owner reserves the right to adjust the schedule as the Owner deems necessary.

Event	Date / Time
RFP Issue	Thursday, September 17, 2026
Mandatory Pre-Proposal Conference	Friday, October 2, 2026, 10:30 A.M.
Questions Due	Tuesday, October 13, 2026, 5:00 P.M.
Last Planned Addendum	Thursday, October 15, 2026, 2:00 P.M.
Proposals Due	Tuesday, October 20, 2026, 2:00 P.M.
Interviews, if conducted	Monday, November 2, 2026, through Friday, November 6, 2026
Owner Recommends Firm to Council	Thursday, November 19, 2026

- The Pre-Proposal Conference is mandatory. The meeting will be held in person at the Cartersville Water Treatment Plant located at 237 Allatoona Dam Road, Cartersville, GA 30120 at the date and time specified in the Schedule of Events. At this meeting, the Owner will offer information about the Project and the procurement process. A site tour will be conducted immediately after the meeting. Proposals will not be accepted from firms unless they are on record as having attended the Pre-Proposal Conference.

C. Communications

- All communications regarding this RFP shall be directed only to the Engineer:
 - Ahmed An-Naim, P.E., Wiedeman and Singleton, Inc., at aaa@wiedeman.com.

2. Written questions regarding the RFP or the Project shall be submitted by email to the Engineer by the deadline shown in the Schedule of Events in the Procurement Schedule and Communications section. The Engineer will receive written questions and coordinate responses through written addenda issued by the Owner or authorized representative. From the issue date of this solicitation until a successful firm is selected and the selection is announced, respondents shall not communicate about this solicitation with any members of the City of Cartersville or the Cartersville Water Department except through the authorized contact procedures stated in this RFP.

D. Addenda

1. Only written addenda issued by the Owner or authorized representative modify this RFP. Proposers shall acknowledge all addenda.

E. Site Visit

1. Proposers shall observe apparent site conditions and operational constraints but shall not perform destructive investigations or enter restricted areas without authorization.

1.07 PROPOSAL SUBMISSION REQUIREMENTS

A. Submission Format

1. Proposals must be returned in a sealed package marked on the outside with "Proposal Response for Water Treatment Plant Chemical Feed and Control Building Upgrades" and "Company Name." Proposals will be received until **2:00 P.M., local prevailing time, on Tuesday, October 20, 2026**, at the ***City of Cartersville Water Department office at 301 Douthit Ferry Road, Cartersville, Georgia 30120***. Any proposal received after this date and time will not be accepted.
2. Technical Proposals will be publicly opened and only the names of submitting firms will be read at **2:15 P.M., local prevailing time, on Tuesday, October 20, 2026**, in the ***City of Cartersville Water Department office at 301 Douthit Ferry Road, Cartersville, Georgia 30120***. Proposals are legal and binding upon the Proposer when submitted.
3. The separately sealed Fee Proposals shall remain sealed and will not be opened or read at the initial public opening. Fee Proposals will be opened only after technical scoring and any interviews, if conducted, in accordance with the evaluation process stated in this RFP.

B. Copies and Fee Proposal Packaging

1. Each Proposer shall submit **one (1) unbound original, six (6) bound copies, and one (1) electronic copy in PDF format** of the technical Proposal. The technical Proposal shall not include the Fee Proposal.
2. Each Proposer shall submit **one (1) original Fee Proposal** using the Fee Proposal / Fee Schedule form provided in **Section 00 42 43 Fee Proposal Form** in a separate sealed envelope. The Fee Proposal envelope shall be marked with "Fee Proposal for Water Treatment Plant Chemical Feed and Control Building Upgrades" and "Company Name."

3. Bid Bond. Each Proposer shall submit a Bid Bond in the amount of five percent (5%) of the proposed Preconstruction Services Fee. The Bid Bond shall be executed by a surety authorized to do business in the State of Georgia and shall be submitted using the form provided in Section 00 43 13 Bid Bond Form. Failure to submit the required Bid Bond may result in the Proposal being deemed nonresponsive.
4. All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The Owner is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the Owner. Labeling information provided in submittals such as “proprietary”, “confidential”, or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

C. Proposal Preparation Instructions

1. Proposals must be prepared for printing on standard 8 ½-inch by 11-inch paper with typical margins. Responses shall use a minimum 11-point Arial or similar font.
2. The technical Proposal shall not exceed **50 single-sided pages**, excluding the Proposal cover page, back cover, section dividers, Required Forms, resumes, and Fee Proposal. All other pages count toward the page limit. Proposals shall be clear, complete, concise, and organized in the order stated below.

D. Required Proposal Organization

1. Transmittal Letter and Addenda Acknowledgment.
 - a. Include the Proposer’s legal name, contact information, primary contact, authorized negotiator, authorized signer, acknowledgment of all addenda, and confirmation that the technical Proposal does not include fee information.
2. Firm Information and Minimum Qualifications.
 - a. Include company information, ownership structure, years in business, office managing the Project, firm history, staffing, self-perform capability, annual revenue for the past five years, financial and banking references, litigation and contract-performance history, federal employer identification number, completed IRS Form W-9, and information for any teaming arrangement. Minimum qualification evidence shall include bonding capacity for the anticipated construction value, evidence of insurance meeting Section 00 73 16 Insurance Requirements, Georgia General Contractor License, Georgia Utility Contractor License, Georgia Certificate of Existence or Certificate of Authority, current-ratio statement, and Workers’ Compensation Experience Modification Rating evidence.
3. Project Team, Key Personnel, and Availability.
 - a. Include the project organization chart, Key Personnel for Preconstruction and Construction Services, completed Key Personnel Form provided in Section 00 45 43 Key Personnel Form, a table summarizing each Key Personnel member’s role,

responsibilities, experience, availability, current commitments, and future commitments, and resumes for all Key Personnel in an appendix, limited to two pages per person.

4. Relevant Project Experience and References.
 - a. Include no fewer than five and no more than ten relevant projects, listed in order of relevance. Projects should demonstrate alternative project delivery experience, preferably CMAR, and large water/wastewater treatment plant expansion or modification experience, preferably water treatment. For each project, provide project name, location, dates of service, brief description, services performed, proposed Key Personnel who worked on the project, schedule and budget information, Owner and Engineer contact information, and Owner satisfaction information or reference letters, if available.
5. Project Understanding and Technical Approach.
 - a. Provide a concise narrative addressing understanding of the Project scope, constraints, operating plant requirements, project management approach, collaboration and communication with the Owner and Engineer, design and construction interface, maintenance of plant operations, critical risks and mitigation measures, issue-resolution process, startup, testing, training, and transition to operation.
6. Preconstruction, Cost, Schedule, Procurement, and GMP Approach.
 - a. Describe the preconstruction services approach, open-book cost estimating process, cost model development and reconciliation, schedule development and updates, procurement approach, subcontractor bidding strategy, self-performed work, Guaranteed Maximum Price development approach, contingencies, assumptions, exclusions, and allowances.
7. Safety, Quality, and Tools.
 - a. Describe the safety management approach, quality management approach, and software, technology, and management tools proposed for the Project, including how the tools will support cost, schedule, quality, document control, and communication.
8. Proposed Enhancements and Agreement Comments.
 - a. Identify any proposed enhancements to the Scope of Services and the value they provide. Identify any proposed changes to the draft Agreement and how those changes would improve execution of the Work. If no Agreement changes are proposed, provide a statement to that effect.
9. Required Forms and Certifications.
 - a. Key Personnel Form,
 - b. Corporate Certificate,
 - c. Contractor License Certifications,
 - d. E-Verify Form,
 - e. Security and Immigration Compliance Act Certification,

- f. Subcontractor Affidavit for all firms that are part of the proposed Phase I team, and
- g. Non-Collusion Affidavit.
- h. Bid Bond (Section 00 43 13).

10. Separate Fee Proposal.

- a. *Submit the Fee Proposal using Section 00 42 43 Fee Proposal Form in the separate sealed envelope required by Section 1.07. See Section 1.09 for additional Fee Proposal requirements.*

E. Forms Submitted After Selection

- a. The following forms shall be submitted, as applicable, by the selected CMAR with the Agreement and future amendment proposals for Phase I Early Work Package(s) and Phase II Construction Services:
 - 1) Sub-subcontractor Affidavit
 - 2) Preconstruction Oath
 - 3) Performance Bond
 - 4) Payment Bond
 - 5) Certification of Contractor's Attorney

F. Informational Project Forms

- 1. The following forms are included in the Procurement Documents as separate CSI sections and will be used during execution of the Project:
 - a. Notice to Proceed for Phase I, Early Work Package(s), and Phase II Services
 - b. Certificate of Substantial Completion
 - c. Affidavit of Completion

G. Minimum Qualifications and Responsiveness Review

- 1. To be deemed eligible for evaluation, firms must satisfy the minimum qualifications and submit the required evidence identified under Firm Information and Minimum Qualifications in this Section. The Owner may review each Proposal for timely submission, completeness, required forms, licensing, insurance, bonding capacity, financial capacity, safety performance, workload, and compliance with this RFP before scoring.

1.08 EVALUATION AND SELECTION

A. Responsiveness Review

- 1. During the first phase of evaluation, the Evaluation Team will review all proposal materials except the separately sealed **Fee Proposal**. Proposals will first be scored based on the technical criteria. The Evaluation Team may shortlist the highest-scoring firms for interviews before opening the Fee Proposals. Fee Proposals will remain sealed and will be

opened only after technical scoring and any interviews, if conducted, in accordance with the evaluation process stated in this RFP.

2. The Owner may review proposals for timely submission, completeness, required forms, licensing, insurance, bonding capacity, financial capacity, safety performance, workload, required minimum qualification evidence, and compliance with this RFP before scoring.

B. Weighted Evaluation Criteria

Criterion	Points	Evaluation Considerations
Relevant water/wastewater and CMAR experience	20	Comparable operating-plant, chemical feed, rehabilitation, preconstruction, and guaranteed maximum price experience.
Key personnel, availability, and continuity	20	Qualifications, role clarity, availability, and relevant experience.
Project understanding and technical approach	20	Understanding of project components, risks, operations, utilities, interfaces, proposed enhancements, and comments on the draft Agreement.
Preconstruction, estimating, procurement, and GMP approach	20	Constructability, cost models, schedule, market outreach, bid strategy, risk and contingency controls.
Maintenance of plant operations, safety, quality, startup, commissioning, and management tools	5	Operational continuity, shutdown controls, safety, quality, testing, training, and turnover.
Financial capacity, bonding, and local resources	5	Capacity, workload, and market resources.
Phase I and Phase II pricing proposal	10	Clarity, completeness, assumptions, proposed Phase I fee, and Phase II pricing information, including fee percentages, markups, rates, and alignment with the required services.
TOTAL	100	

1. Consideration will be given in the evaluation to the firm's suitability to provide services for the Project, including the firm's apparent fit to the project type and/or needs of the Owner,

any unique qualifications for the Project, current and projected workloads, the proximity of office to the Project location, and special services for project-related concerns.

C. Interviews

1. The Owner may shortlist one or more of the highest-ranked firms for interviews following completion of the proposal evaluation process. Interviews may be used to clarify proposal information, evaluate project understanding, assess team organization and communication, review proposed project approaches, and discuss key project risks and challenges. Interview results may be considered by the Owner as part of the overall evaluation and selection process.
2. At a minimum, the proposed Project Executive, Project Manager, Preconstruction Manager, and Lead Estimator shall attend the interview unless otherwise approved by the Owner.
3. Additional interview requirements, interview format, interview duration, and any interview scoring methodology will be provided to shortlisted firms before the interviews are conducted.
4. The Owner reserves the right to consider interview results in determining the final ranking of firms.

D. Final Ranking and Negotiation

1. The Owner may negotiate with the highest-ranked responsive and responsible proposer. If negotiations are unsuccessful, the Owner may end negotiations and proceed to the next ranked proposer.

E. Award

1. No contractual right exists until the Owner executes a written agreement.

1.09 FEE PROPOSAL

A. Submission

1. Each Proposer shall submit one original **Fee Proposal** in a separate sealed envelope using the Fee Proposal *form provided in Section 00 42 43*. Do not include the Fee Proposal in the technical Proposal. The Fee Proposal envelope shall be marked with "Fee Proposal for Water Treatment Plant Chemical Feed and Control Building Upgrades" and "Company Name."
2. Fee Proposals shall remain sealed and will not be opened or read at the initial public opening. Fee Proposals will be opened only after technical scoring and any interviews, if conducted, in accordance with the evaluation process stated in this RFP.

B. Phase I Fee

1. The Proposer shall state a lump sum fee for Phase I Preconstruction Services and provide a staffing and hours breakdown by labor category. The Phase I Fee shall be based on the Preconstruction Services described in this Section and the draft Agreement included in Section 00 52 43 Owner-CMAR Agreement.

C. Phase II Fee Information

1. The Proposer shall provide the requested Phase II fee information required by the Fee Proposal / Fee Schedule form, including CMAR fee percentages, general conditions methodology, insurance and bond markups, hourly rates, and other pricing information requested by the Owner.
2. Phase II fee information is requested for evaluation and negotiation purposes only. Selection for Phase I Preconstruction Services does not authorize Phase II Construction Services, any Early Work Package, or any Guaranteed Maximum Price amendment unless separately approved in writing by the Owner.

D. Assumptions and Exclusions

1. All assumptions, exclusions, clarifications, and conditions included with the Fee Proposal shall be stated clearly and specifically. Unstated exclusions will not be assumed. Broad, general, or conflicting exclusions may be disregarded unless expressly accepted by the Owner in writing.

1.10 CONTRACT TERMS AND OWNER RIGHTS

A. Owner Rights

1. Reject any or all proposals.
2. Waive informalities where permitted.
3. Cancel, modify, postpone, or reissue the RFP.
4. Issue addenda to clarify, modify, or supplement this RFP.
5. Request clarifications and conduct reference checks.
6. Shortlist and interview proposers.
7. Open separately sealed Fee Proposals only after technical scoring and any interviews, if conducted, in accordance with the evaluation process stated in this RFP.
8. Negotiate scope, staffing, schedule, fee, and contract terms.
9. Decline to authorize Phase II construction services.
10. Award in the Owner's best interest, subject to applicable law and final approvals.

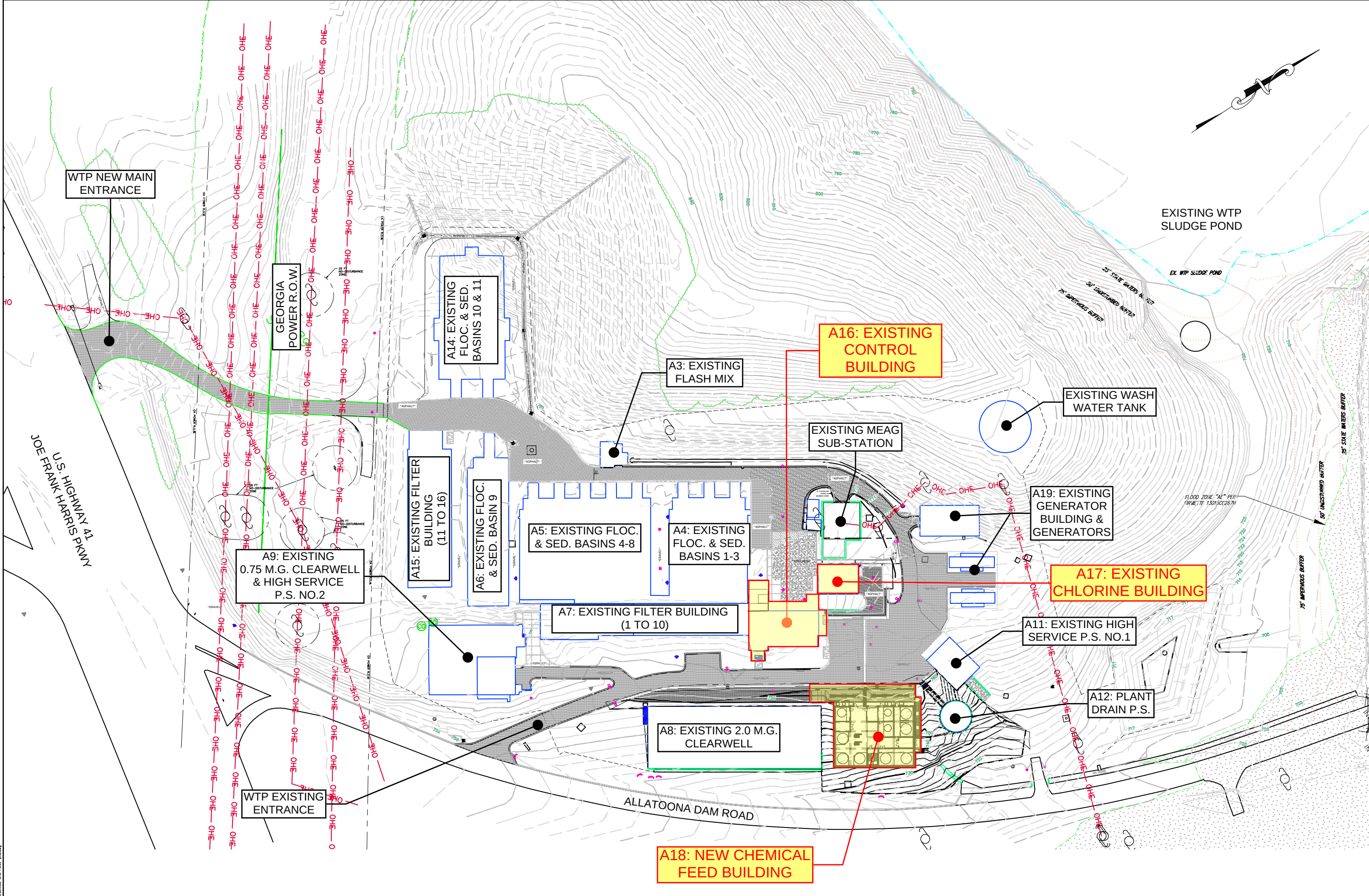
B. Public Records

1. Proposals and related submittals may be subject to the Georgia Open Records Act and other applicable public records laws. Labeling information as "proprietary," "confidential," or otherwise restricted will not, by itself, prevent disclosure. Any confidentiality claim shall be clearly identified by the Proposer and will be evaluated by the Owner in accordance with applicable law.

1.11 ORDER OF PRECEDENCE

- A. In the event of conflict, inconsistency, or ambiguity among the Contract Documents, the documents shall govern in the following order of precedence, unless otherwise required by applicable law or expressly stated in a written addendum or executed agreement:
1. Written addenda issued by the Owner or authorized representative;
 2. Executed Agreement Between Owner and Construction Manager at Risk, including executed amendments;
 3. Guaranteed Maximum Price amendment or authorized early work amendment, if applicable;
 4. Insurance, bond, affidavit, and statutory compliance requirements required by the Owner;
 5. This RFP and attached CSI Specs Sections;
 6. The selected CMAR's Proposal, excluding exceptions or qualifications not expressly accepted by the Owner in writing;
 7. Other documents incorporated by reference into the Agreement.
- B. The selected CMAR's Proposal shall not modify, limit, or supersede the RFP, the Agreement, or any statutory requirement unless the Owner expressly accepts the modification in writing.

END OF SECTION



REV.		DATE	DESCRIPTION	BY
1				
2				
3				
4				
5				
6				



WATER DEPT.
SINCE 1893
CITY OF
CARTERSVILLE

CONSULTANT INFORMATION

PROJECT MANAGER:	AAA
DESIGNED BY:	AAA
DRAWN BY:	CLR
CHECKED BY:	AAA
FILENAME:	
PROJECT NO.:	027-23-120



W&S
WIDEMAN AND SINGLETON, INC.
Civil and Environmental Engineers

PROJECT:	WATER TREATMENT PLANT CHEMICAL FEED AND CONTROL BUILDING UPGRADES CITY OF CARTERSVILLE, GEORGIA
SHEET TITLE:	SITE PLAN

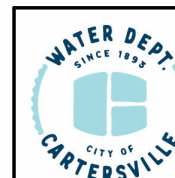
SCALE: 1" = 100'

DRAWING

C-01



① 3D VIEW I - EXTERIOR NORTHEAST



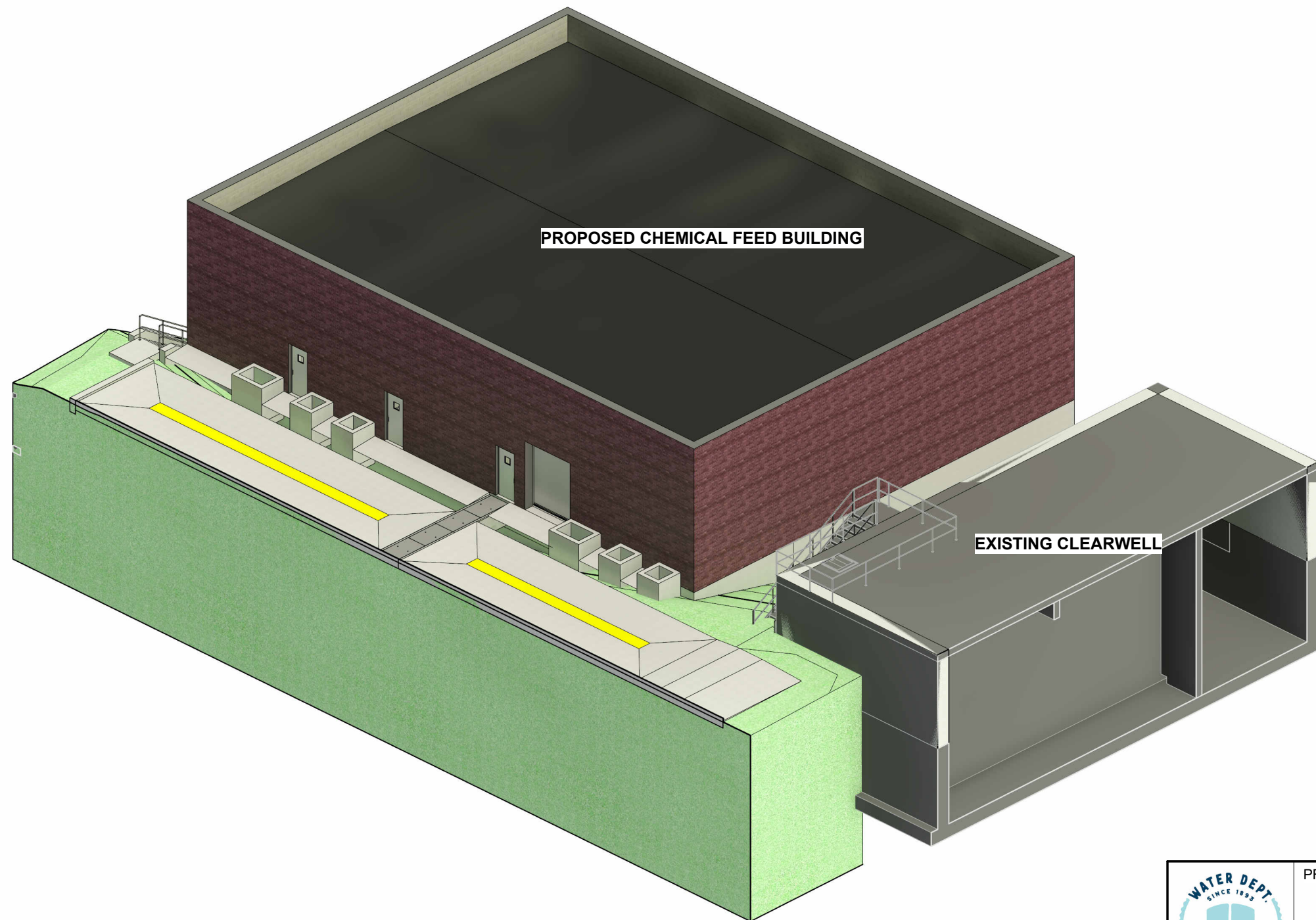
PROJECT:
**WATER TREATMENT PLANT
CHEMICAL FEED AND CONTROL
BUILDING UPGRADES
CITY OF CARTERSVILLE, GEORGIA**



SHEET TITLE:
AREA 18: CHEMICAL FEED BUILDING

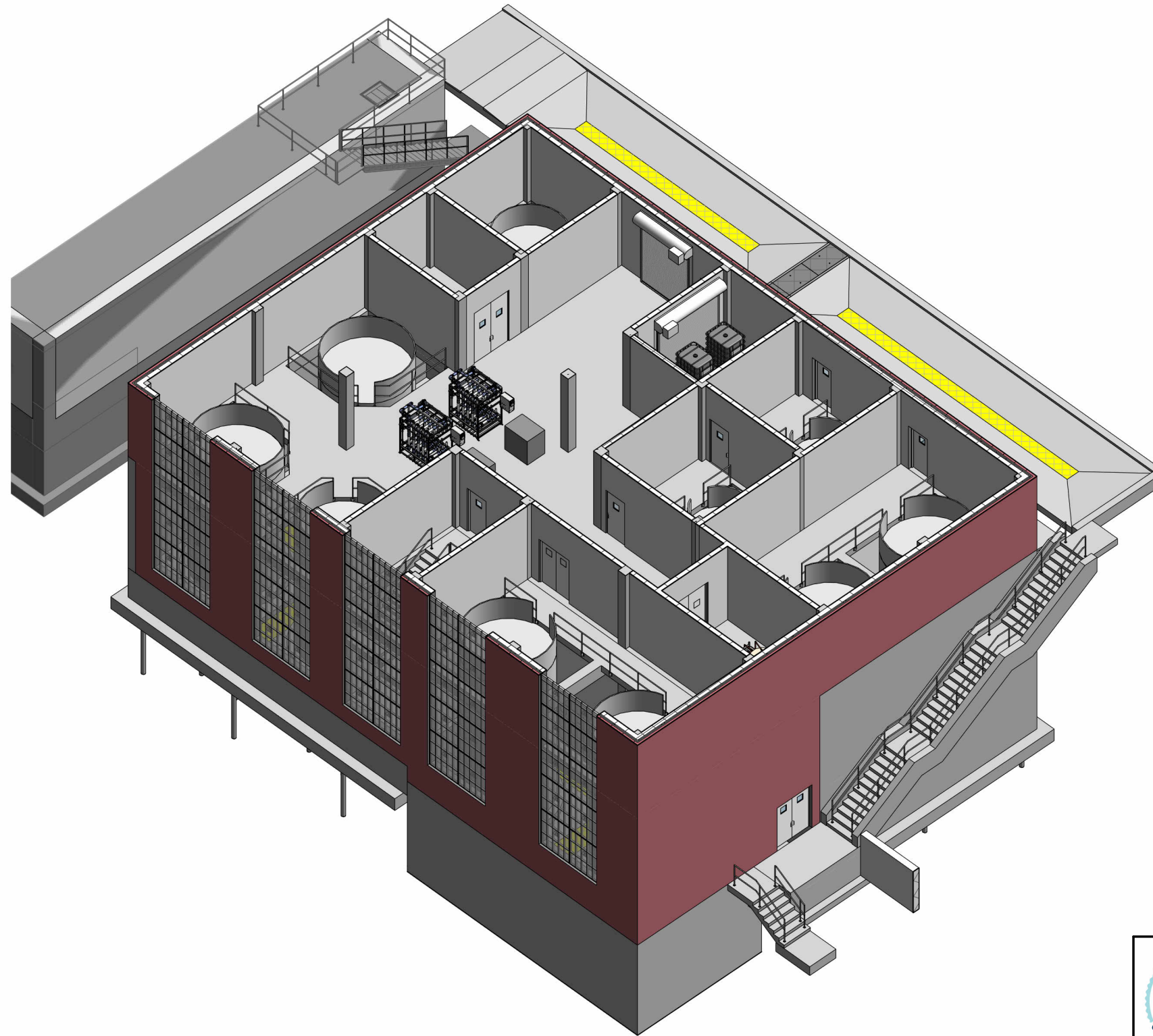
3D VIEW I

FIG. 001

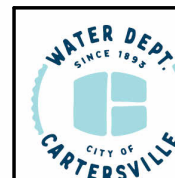


② 3D VIEW II - EXTERIOR SOUTHWEST

	PROJECT: WATER TREATMENT PLANT CHEMICAL FEED AND CONTROL BUILDING UPGRADES CITY OF CARTERSVILLE, GEORGIA
	SHEET TITLE: <u>AREA 18: CHEMICAL FEED BUILDING</u> <u>3D VIEW II</u>



③ 3D VIEW III - ENTRANCE LEVEL

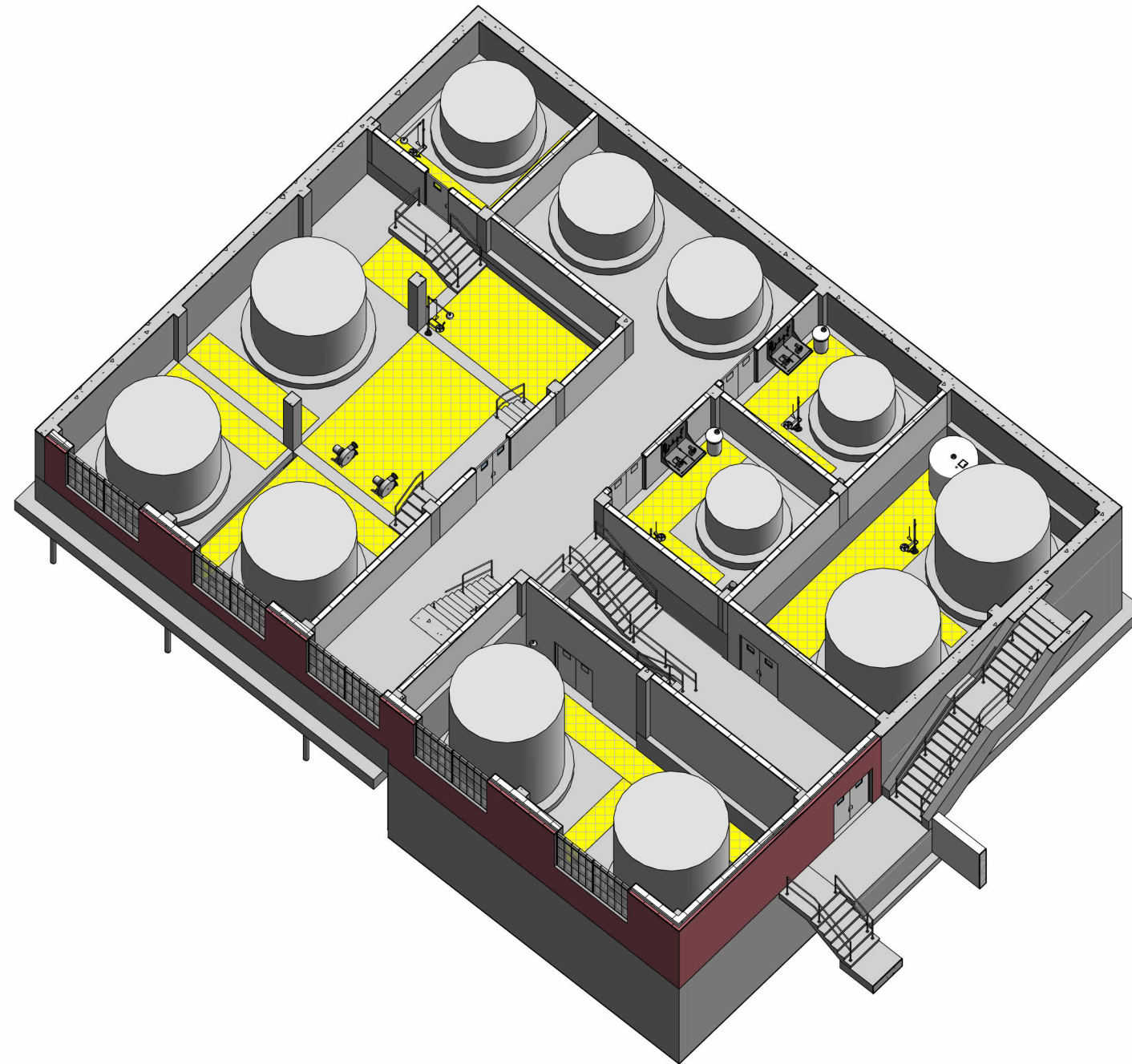


PROJECT:
**WATER TREATMENT PLANT
 CHEMICAL FEED AND CONTROL
 BUILDING UPGRADES
 CITY OF CARTERSVILLE, GEORGIA**

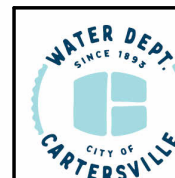
SHEET TITLE:
AREA 18: CHEMICAL FEED BUILDING

3D VIEW III

FIG. 003



④ 3D VIEW IV - LOWER LEVELS

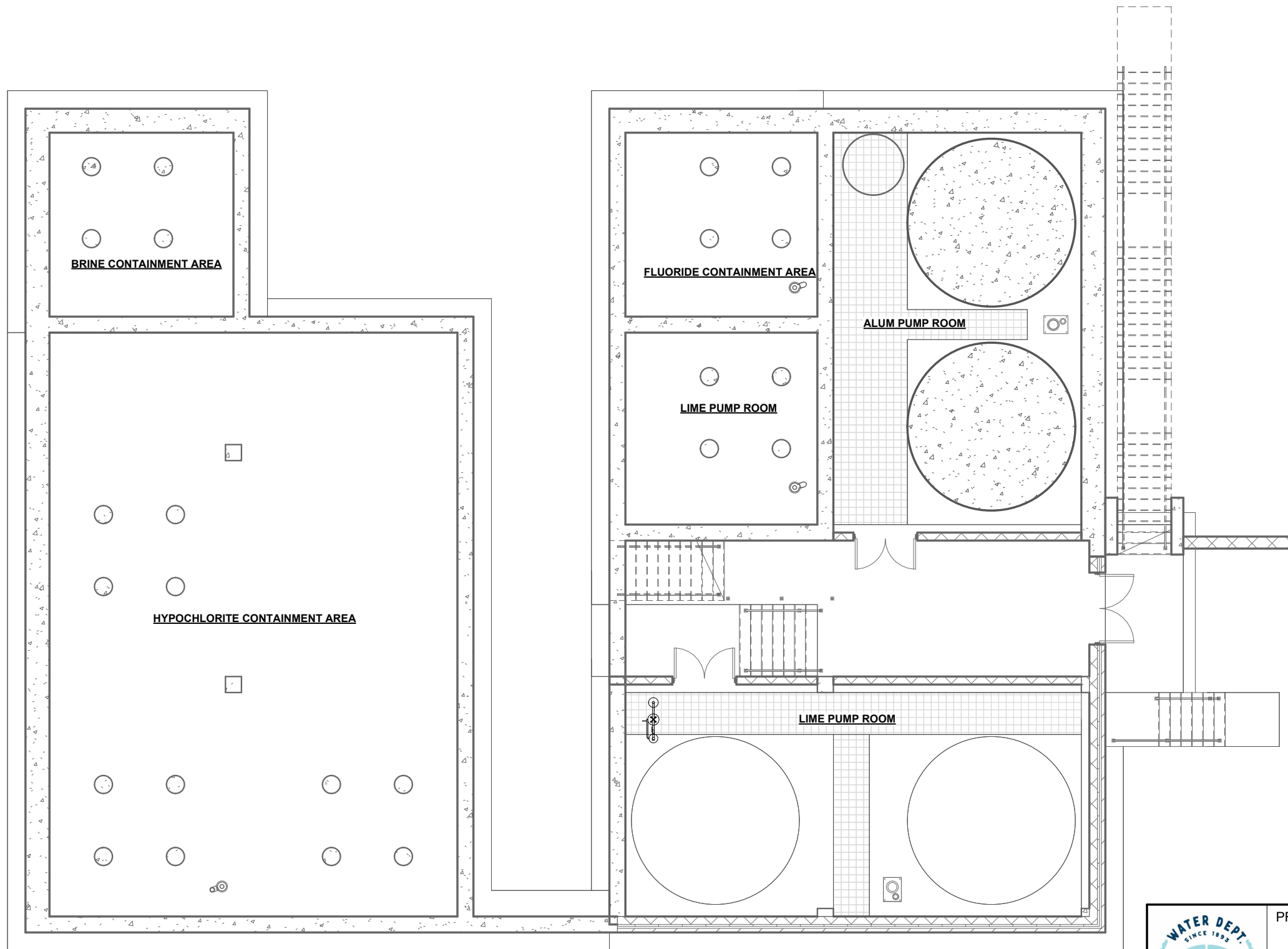


PROJECT:
**WATER TREATMENT PLANT
CHEMICAL FEED AND CONTROL
BUILDING UPGRADES
CITY OF CARTERSVILLE, GEORGIA**

SHEET TITLE:
AREA 18: CHEMICAL FEED BUILDING

3D VIEW IV

FIG. 004

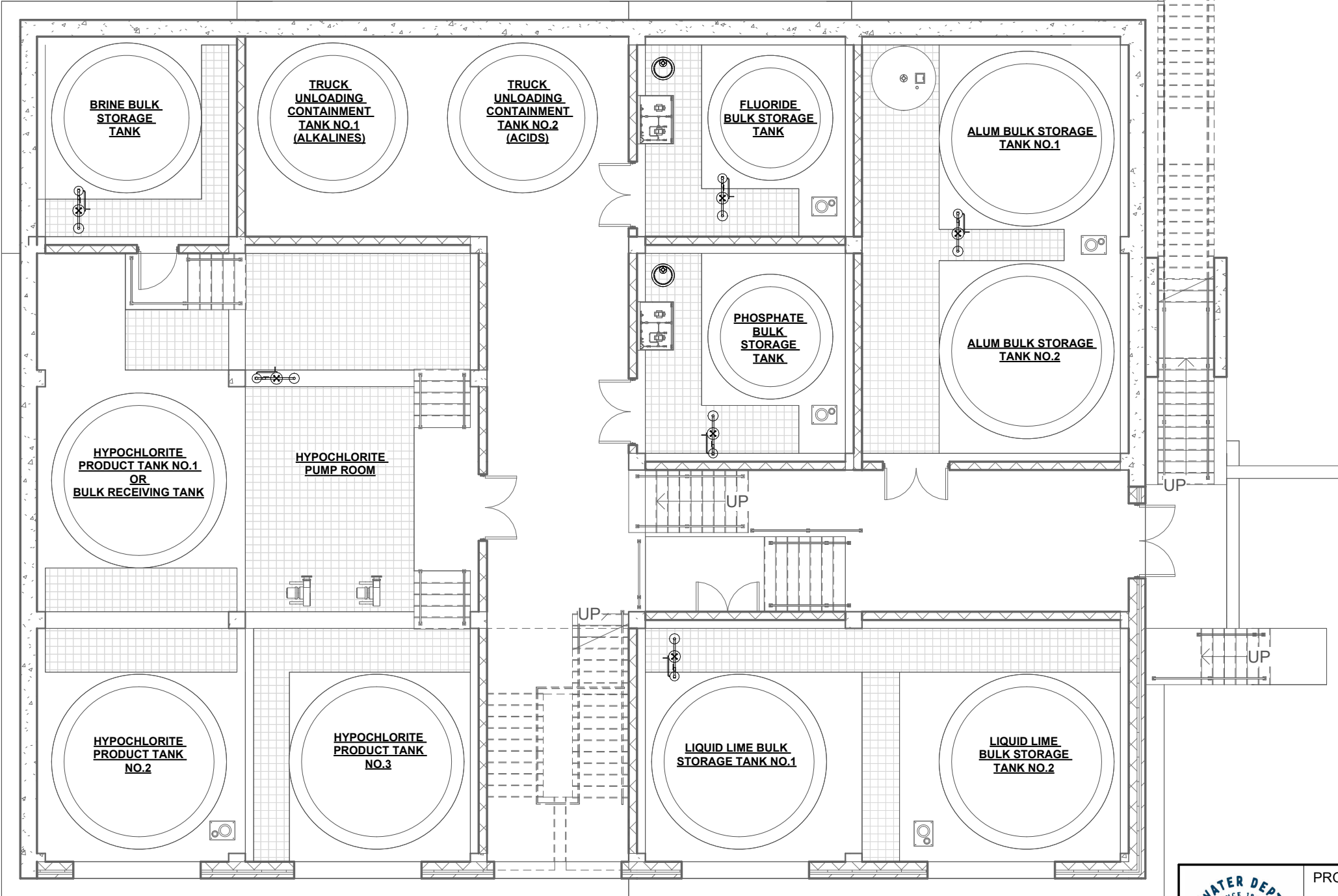


5 UPPER FOUNDATION PLAN
1" = 10'-0"

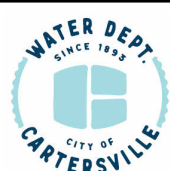


PROJECT:
**WATER TREATMENT PLANT
CHEMICAL FEED AND CONTROL
BUILDING UPGRADES
CITY OF CARTERSVILLE, GEORGIA**

SHEET TITLE:
**AREA 18: CHEMICAL FEED BUILDING
UPPER FOUNDATION PLAN**

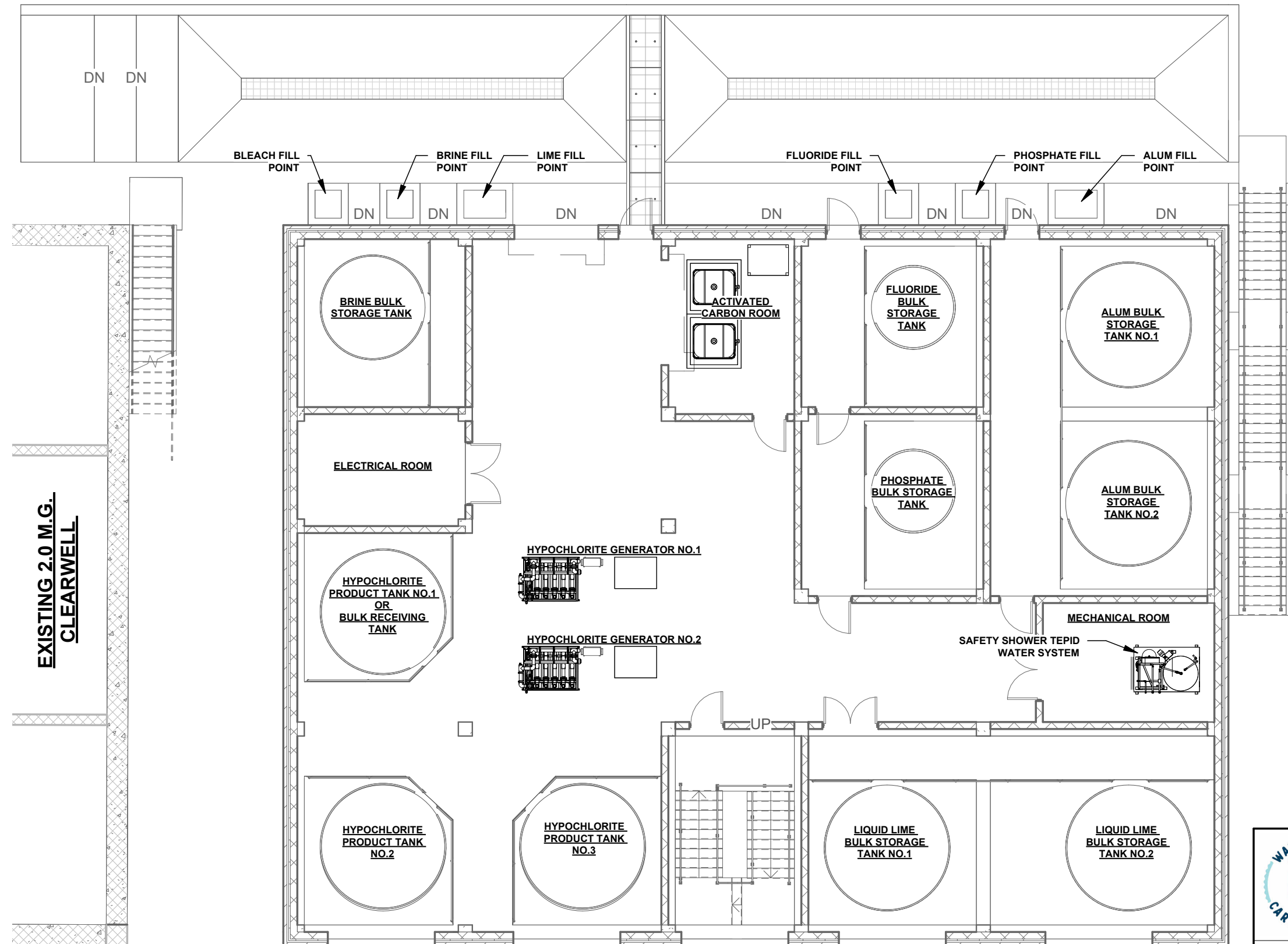


6 BULK STORAGE FLOOR PLAN
1" = 10'-0"



PROJECT:
WATER TREATMENT PLANT
CHEMICAL FEED AND CONTROL
BUILDING UPGRADES
CITY OF CARTERSVILLE, GEORGIA

SHEET TITLE:
AREA 18: CHEMICAL FEED BUILDING
BULK STORAGE FLOOR PLAN



7 OPERATING FLOOR PLAN
3/32" = 1'-0"



PROJECT:
WATER TREATMENT PLANT
CHEMICAL FEED AND CONTROL
BUILDING UPGRADES
CITY OF CARTERSVILLE, GEORGIA

SHEET TITLE:
AREA 18: CHEMICAL FEED BUILDING
OPERATING FLOOR PLAN

FIG. 007