

**CITY OF KENNESAW  
REQUEST FOR PROPOSAL (RFP)**

Sealed proposals will be received by the City of Kennesaw, Georgia, herein referred to as the City, at the office of the City Clerk located at 2529 J.O. Stephenson Avenue, Kennesaw, Georgia, 30144 until: Friday, April 15, 2022, 10:00 am Local Time for the furnishing of all materials, labor, tools, skills, equipment and incidentals necessary for the construction of a:

**WHEELCHAIR SWING FOR SWIFT CANTRELL PARK INCLUSIVE PLAYGROUND**

at which time the proposals will be publicly opened and read aloud in the City Hall Training Room at 2529 J.O. Stephenson Avenue, Kennesaw, Georgia, 30144. Proposals received after the designated time will not be considered.

The principal items required for the project shall include the design and installation of a wheelchair swing at the existing inclusive playground at Swift Cantrell Park.

General conditions, specifications and contract documents are open to public inspection at both the main office of Croy Engineering located at 200 N. Cobb Pkwy., Bldg. 400, Suite 413, Marietta, Georgia, 30062, and the City of Kennesaw, Department of Parks and Recreation located at 2753 Watts Dr. Kennesaw, GA 30144. Contract time for final completion shall not exceed Thirty (30) consecutive calendar days.

Payment will be made to the contractor each calendar month based on the estimated work completed and in place as described by the standard specifications. Final payment of amounts withheld or deposited in escrow will not be made until the City of Kennesaw has certified that the work has been satisfactorily completed and accepted.

General conditions, specifications and contract documents shall be obtained at no cost from the Kennesaw City Clerk's Office upon request via email to James Friedrich [jfriedrich@kennesaw-ga.gov](mailto:jfriedrich@kennesaw-ga.gov). Technical questions should be addressed to Zach Buffington at [zbuffington@croyeng.com](mailto:zbuffington@croyeng.com). Only a proposal submitted by a Contractor on record with the City Clerk's Office as having received general conditions, specifications and contract documents from the Issuing Office will be opened.

Each bid must be accompanied by a cashier's check or certified check on a duly organized bank made payable to City of Kennesaw or a bidding bond executed by the bidder, and a surety company authorized to transact business in the State of Georgia, in the sum of not less than five percent (5%) of the total amount of the bid.

All bids must be made out on the bid form furnished with the Contract Documents, in accordance with the instructions in the information for bidders. No interlineations, additions or deletions shall be made in the bid form by the Bidder.

No bid may be withdrawn after the scheduled closing time for receiving bids for a period of sixty (60) days.

The City reserves the right to reject any or all proposals, to waive formalities, re-advertise, and to reduce or add to the contract from time to time.

City of Kennesaw, Georgia  
2529 J.O. Stephenson Avenue  
Kennesaw, Georgia, 30144