



November 5, 2025

**NOTICE OF BID  
BL140-25**

**Gwinnett Environmental & Heritage Center Green Roof Renovation**

The Gwinnett County Board of Commissioners is soliciting competitive sealed bids from qualified contractors for the **Gwinnett Environmental & Heritage Center Green Roof Renovation** for the Gwinnett County Department of Parks and Recreation.

Bid submittal date and location

Bids should be typed or submitted in ink and returned in a sealed container marked on the outside with the BL# and Company Name. Bids will be received until **2:50 P.M. local time on December 15, 2025** at the Gwinnett County Purchasing Division, 4<sup>th</sup> Floor – Charlotte J. Nash Building, 75 Langley Drive, Lawrenceville, Georgia 30046. Any bid received after this date and time will not be accepted. Bids will be publicly opened and read at 3:00 P.M. Apparent bid results will be available the following business day on our website [www.gwinnettcounty.com](http://www.gwinnettcounty.com).

Pre-Bid Conference

A **pre-bid conference** is scheduled for 10:00 a.m. on **November 12, 2025** at the Gwinnett County Gwinnett Environmental & Heritage Center, 2020 Cleanwater Drive, Buford, GA 30519. All contractors are urged to attend.

Project Description

This project is for the renovation of the existing green roof at the Gwinnett Environmental & Heritage Center. This project does not require FM Global approval as it is strictly a replacement of existing materials.

Instructions on Submitting Questions

Questions regarding bids should be directed to **Jake Scarpone, Purchasing Associate III**, at **Jake.Scarpone@GwinnettCounty.com** or by calling 770-822-8722, no later than 3:00 P.M. on **December 1, 2025**. Bids are legal and binding upon the bidder when submitted. All bids should be submitted in duplicate.

To view plans: a complete set of plans and documents are available for viewing at the Gwinnett County Purchasing office (plans, documents & plan holders list are NOT distributed by Purchasing).

To obtain plans and/or plan holders list: A complete set of plans and documents as a pdf may be obtained at no cost from CHA Consulting, Inc., Jeff Belyea, 6745 Sugarloaf Parkway, Suite 100, Duluth, GA 30097, phone 678-405-3110, email JBelyea@chasolutions.com.

**THE PLAN-HOLDERS LIST IS AVAILABLE FROM CHA Consulting, Inc.**

Bonding and Insurance

All contractors must submit with bid, a bid bond, certified check or cashier's check in the amount of five percent (5%) of the total bid. **Failure to submit a bid bond with the proper rating will result in the bid being deemed non-responsive.** Successful contractor will be required to meet insurance requirements, submit a one hundred percent (100%) performance bond and a one hundred percent (100%) payment bond. Insurance and Bonding Company should be licensed to do business by the Georgia Secretary of State, authorized to do business in Georgia by The Georgia Insurance Department, listed in the Department of Treasury's Publication of Companies holding Certificates of Authority as Acceptable Surety on Federal Bonds and as acceptable reinsuring companies. **The bid bond, payment bond, and performance bond must have an A.M. Best rating of A-8 or higher.**

Facility Access

Gwinnett County does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County Government should be directed to the ADA Coordinator, Gwinnett County Justice and Administration Center, 770-822-8165.

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

Award will be made to the contractors submitting the lowest responsive and responsible bid. This project may be awarded by base bid or base bid plus selected alternates, if applicable, as deemed in the best interest of the County. Gwinnett County reserves the right to reject any or all bids to waive technicalities and to make an award deemed in its best interest. Bids may be split or awarded in entirety. Gwinnett County reserves the option to negotiate terms, conditions and pricing with the lowest responsive, responsible bidder(s) at its discretion.

Award notification will be posted after award on the County website, [www.gwinnettcountry.com](http://www.gwinnettcountry.com) and companies submitting a bid will be notified via email.

We look forward to your bid and appreciate your interest in Gwinnett County.

Jake Scarpone  
Purchasing Associate III