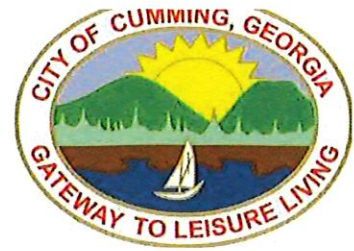


**Cumming Downtown Development Authority
City Hall**



100 Main Street
Cumming, GA 30040
(770) 781-2010

01/17/2025

**Request for Proposal
Cumming Downtown Development Authority**

The Cumming Downtown Development Authority (DDA) is requesting proposals from qualified contractors for the Construction of an **Auxiliary Parking Lot**.

Proposals should be typed or submitted in ink and returned in a sealed container marked on the outside with the **Auxiliary Parking Lot**. Proposals will be received until **4:00 PM EST on February 26, 2025** at Cumming City Hall third floor receptionist desk or by mail. Any Proposal received after this date and time will not be accepted.

A **pre-proposal conference** is scheduled for February 12, 2025 at 10:00 AM at Cumming City Hall (Third Floor). Contractors are urged to attend. Questions regarding the project should be directed to **Phil Higgins at the email address of phil.higgins@cityofcumming.net** no later than February 19, 2025 at 4:00PM. Proposals are legal and binding upon submission. All proposals to be submitted in duplicate. Awarded contractor will be contacted any date after March 4, 2025.

To obtain a Proposal Information Packet please contact Phil Higgins; City Administrator via email at phil.higgins@cityofcumming.net.

The written proposal supersedes any verbal or written prior communications between the parties. The DDA reserves the right to reject any or all proposals, to waive technicalities and to make an award deemed in its best interest. Proposals may be split or awarded in entirety. The DDA reserves the option to negotiate terms, conditions and pricing at its discretion. Companies submitting a proposal will receive award notification via email.

Each proposal will consist of a TECHNICAL proposal and a COST proposal. It is anticipated that a contract for the described services will be entered into with the firm that, in the opinion of the DDA, offers the most favorable combination of qualifications and pricing. This process involves the concurrent review and evaluation of the TECHNICAL and COST proposals. The DDA may request additional information and/or may conduct interviews of responding firms.

The DDA may waive any informalities or minor defects or reject any and all proposals. Any proposal may be withdrawn prior to the above scheduled time for the opening of proposals or authorized postponement thereof. No proposals will be received or accepted after the above specified date and time for the opening of proposals, unless otherwise extended by an Addendum. Proposals submitted after the designated hour will be deemed invalid and returned unopened to the Proposer. No Proposer may withdraw a proposal within 120 days after the actual date of the opening thereof. Should there be reasons why the Contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the DDA and the Proposer.