**Wayne County Commission**  
**Request for Proposal (RFP) for Window Replacement in Historical Courthouse & Exterior Doors**

**RFP Number:** 2025-01  
**Date Issued:** 12/23/2024  
**Deadline for Submission:** January 10, 2025

**1. Introduction**

The Wayne County Commission is seeking proposals from qualified contractors for the replacement of windows and exterior doors in the Wayne County Courthouse located at 341 East Walnut Street, Jesup, GA 31546. This courthouse is a historic building, and the selected contractor must adhere to preservation standards while enhancing energy efficiency and maintaining the building’s original architectural character.

**2. Project Overview**

The courthouse was constructed in 1903, and its windows and exterior doors are an integral part of its historical design. The project will involve the removal and replacement of 66 windows and 4 exterior doors. The new windows and doors must replicate the appearance of the original windows and doors while improving functionality and energy efficiency.

**3. Scope of Work**

The selected contractor will be responsible for the following tasks:

* **Site Evaluation:** Conduct a comprehensive evaluation of the existing windows and exterior doors, including their condition and dimensions.
* **Window & Door Design:** The replacement windows and exterior doors must match the historic look and architectural style of the courthouse. Materials and design must comply with preservation guidelines set by Wayne County Commissioners.
* **Installation:** Remove and dispose of the existing windows and doors in accordance with all environmental and safety regulations. Install new windows and doors with attention to detail, ensuring minimal disruption to the courthouse’s structure and interior.
* **Compliance:** All work must comply with the National Historic Preservation Act and any other local, state, or federal regulations related to historic structures.
* **Energy Efficiency:** The new windows and doors should provide improved energy efficiency while maintaining the aesthetic integrity of the building.
* **Project Timeline:** The project must be completed within six to eight months from the date of the signed contract.

**4. Proposal Requirements**

Proposals must include the following:

* **Contractor Information:** Company name, address, phone number, and primary contact.
* **Experience:** A summary of the contractor’s experience with historic window and door replacement and preservation projects.
* **References:** At least three references from previous similar projects.
* **Methodology:** A detailed plan outlining how the contractor will approach the project, including materials, timeline, and compliance with preservation guidelines.
* **Cost Estimate:** A comprehensive cost breakdown, including materials, labor, and any additional fees or expenses.
* **Warranty Information:** Description of warranties provided on materials and workmanship.
* **Licenses and Insurance:** Proof of relevant licenses and insurance coverage.

**5. Evaluation Criteria**

Proposals will be evaluated based on the following criteria:

* Experience with historic window and door replacement projects
* Compliance with preservation guidelines
* Project timeline and methodology
* Cost competitiveness
* References and past performance
* Warranty and post-installation support

**6. Submission Guidelines**

All proposals must be submitted by January 10, 2025, to the following address:

**Wayne County Commission**  
341 East Walnut Street  
Jesup, GA 31546  
Attn: Amanda Hannah, County Clerk

Alternatively, proposals may be submitted via email to [ahannah@waynecountyga.us](mailto:ahannah@waynecountyga.us) by the same deadline.

**7. Questions**

All questions regarding this RFP must be addressed to Kirk Evans at [kirkevans1326@yahoo.com](mailto:kirkevans1326@yahoo.com) or (912) 202-2488.

**8. Terms and Conditions**

* Wayne County reserves the right to accept or reject any or all proposals.
* The contractor must comply with all applicable federal, state, and local laws.
* Wayne County is not responsible for any costs incurred by contractors in preparing their proposals.