City of Hawkinsville, GA

Request for Proposals (RFP) for Window Replacement in Historical Opera House

Date Issued: November 24, 2026
Deadline for Submission: December 28, 2026

1. Introduction

- This request for proposals (RFP) is an offering by the City of Hawkinsville ("City"). The city is seeking proposals from qualified contractors for the replacement of windows at The **Hawkinsville Opera House**, located at 42 South Lumpkin Street, Hawkinsville, GA 31036; and

As this building is historic, the selected contractor must adhere to preservation standards while enhancing energy efficiency and maintaining the building's original architectural character.

2. Project Overview

The Hawkinsville Opera House was constructed in 1907, and its windows are an integral part of its historical design. The project will involve the removal and replacement of 42 windows. The new windows must replicate the appearance of the original windows while improving functionality and energy efficiency.

The Opera House is listed in the National Register of Historic Places (NRHP), and documentation to this effect is included here. Representative photos of the architectural design and condition of windows in the Historic Opera House are also included as an attachment to the RFP.

Note that the Hawkinsville Opera House will remain in operation during the execution of the Work. Proposals must account for continued building operations and protection of occupants and building systems as part of their Proposals.

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 Design:** The replacement windows must match the historic look and architectural style of the Opera House. Materials and design must comply with preservation guidelines set by the City of Hawkinsville and the National Historic Preservation Act.

- **Installation:** Remove and dispose of the existing windows in accordance with all environmental and safety regulations. Install new windows with attention to detail, ensuring minimal disruption to the buildings' 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 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 for each of the two properties, 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.
- **Standard Contract:** Primary contract documents used for similar scope of work.

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Experience with historic window 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 4PM on December 28, 2026, to the following address:

City of Hawkinsville
56 Broad Street
P.O. Box 120
Hawkinsville, GA 31036
Attn: Sara Myers, City Manager

Alternatively, proposals may be submitted via email to sara@hawkinsvillega.net by the same deadline. The successful bid will be awarded and bidders notified on or by January 7, 2026.

7. Questions

All questions regarding this RFP must be addressed to Sara Myers, City Manager, in writing by December 18, 2026, at sara@hawkinsvillega.net.

8. Terms and Conditions

- The City of Hawkinsville reserves the right to accept or reject any or all proposals and to waive any technical formalities.
- The contractor must comply with all applicable federal, state, and local laws.
- The City of Hawkinsville is not responsible for any costs incurred by contractors in preparing their proposals.

https://npgallery.nps.gov/NRHP/GetAsset/f601c381-8b8d-41ed-a197-048a20139d39/



Overall Property View (Front)



Overall Property View (Side #1)



Overall Property View (Side #2)



Overall Property View (Back)



Interior water damage due to window deterioration



Interior water damage due to window deterioration



Exterior window deterioration.



Some windows will not close completely.



Exterior window deterioration.



Some windows will not close completely.



Interior water damage due to window deterioration. The water comes in from the top of the window and runs along the inside casing.



Interior water damage due to window deterioration. The water comes in from the top of the window and runs along the inside casing and along the wall and chair rail.



Interior water damage due to window deterioration. The water comes in from the top of the window and runs along the inside casing and along the wall and chair rail.



Interior water damage due to window deterioration.