



Bullitt County Health Department

181 Lees Valley Road
Shepherdsville, KY 40165

Main: (502) 955-7837
Environmental: (502) 955-7867
HANDS: (502) 955-5668
Health Education: (502) 955-5355
Clinic Fax: (502) 543-2998
Annex Fax: (502) 543-2449
www.bullitthealthdept.org

BULLITT COUNTY HEALTH DEPARTMENT

DESIGN AND ARCHITECTURAL SERVICE

Request for Proposals

June 1, 2026

The Bullitt County Health Department (BCHD) is seeking Design and Architectural services for the demolition of an existing building and construction of a new storage/garage facility at 155 Lees Valley Road, Shepherdsville, KY 40165. This project aims to provide additional, secure storage space for vehicles, equipment, and supplies to better manage and protect resources.

Proposal Requirements

Detailed Scope of Services:

- Design development, construction documents, and specifications
- Structural, mechanical, electrical, plumbing, and HVAC assessments as necessary
- Demolition, Interior, and Exterior plans
- Compliance with all state and local building codes, ADA standards, and any other applicable requirements
- Optional: Construction management services, including coordination, scheduling, and oversight

Project Timeline:

- Estimated start and completion dates
- Milestone deliverables (design submissions, review points, etc.)

Cost proposal:

- Comprehensive breakdown of fees and charges
- Any additional costs (consultants, testing, permits, etc.)



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Qualifications:

- Commercial General Liability - \$1,000,000 per occurrence
- Experience with public facilities
- Similar projects completed in Kentucky and surrounding areas
- References from past clients
- Key personnel – Resumes and roles of individuals assigned to the project

Proposal Procedures

Anticipated Proposal Schedule:

EVENT	DUE DATE
RFP Issued	June 1, 2026
Project site open house	June 23, 2026, 9:00-11:00 AM EST Bullitt County Health Department Annex Community Room 183 Lees Valley Road Shepherdsville, KY 40165
PROPOSAL DUE DATE	July 9, 2026, 4:00 PM EST
Method of submittal	Sealed and mailed/delivered to: Bullitt County Health Department, ATTN: Design/Architect Services, 181 Lees Valley Road, Shepherdsville, KY 40165
Anticipated award	July 21, 2026

Inquiries

All inquiries concerning this project and the scope of work should be directed to Kimberly Rummage, Administrative Service Manager at Kimberly.Rummage@bullitthealth.org.

Submissions of Proposals

Proposals must be received by July 9, 2026, 4:00 PM EST. Proposals must be sealed and mailed/delivered to Bullitt County Health Department, ATTN: Design/Architect Services, 181 Lees Valley Road, Shepherdsville, KY 40165. Proposals will be publicly opened and read aloud on July 10, 2026, at 10:00 AM EST at 183 Lees Valley Road, Shepherdsville, KY 40165.



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Proposals received after the specified deadline will not be accepted (no exceptions).

The Bullitt County Health Department reserves the right to request follow-up information or clarification from vendors in consideration. The vendor is responsible for ensuring delivery by the specified date and time. Questions regarding the specifications or the process should be addressed to Kimberly.Rummage@bullitthealth.org

Effective Period of Proposals

All proposals must remain valid for 90 days after the proposal due date.

Selection Process

The selection process will involve the following phases:

Phase 1- A Bullitt County Health Department (BCHD) review team will evaluate all vendor proposals. The initial review will determine adherence to submission requirements and whether proposals address all specifications established above. The team will discard any proposals that do not address all specifications.

Phase 2 - The review team may arrange an in-person or remote meeting and interview vendor staff.

Phase 3- The Review team will check vendor references.

Phase 4- The selection of the winning proposal and the execution of a contract, while anticipated, is not guaranteed by BCHD. BCHD reserves the right to determine which offering is in BCHD's best interest and to award the contract on that basis, to reject any and all offerings or portions thereof, waive any irregularities of any offering, negotiate with any potential offeror (after proposals are opened) if such is deemed in the best interests of BCHD.



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Other Information

Rejection of Rights

The Bullitt County Health Department (BCHD) reserves the right to reject any and all submittals for business reasons and to resolicit proposals or change the closing date for any such business reason.

Anti-Discrimination Clause

BCHD is an equal opportunity employer and will not discriminate against any applicant on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin. Any person or group that enters into a contract with BCHD must agree to comply with all applicable federal and state laws prohibiting discrimination. All vendors, by submitting a proposal, shall accept the affirmative duty to ascertain and comply with such laws.

Cost of Preparation

No reimbursement will be made for any costs incurred prior to a formal notice to proceed under any appropriately executed contract.

Public Information

All information submitted by any vendor in response to this request will be considered public information on and after the date that the Bullitt County Health Department awards a contract or rejects all submittals.