



Cartersville School System

LINDA P. BENTON, *PRESIDENT*
KELLEY A. DIAL, *VICE PRESIDENT*
S. PAT BROADNAX, *SECRETARY*

DAVID APPLE
FLOYD BRAID
CAROLYN JOHNSON
TRAVIS POPHAM

J. HOWARD HINESLEY, Ed.D.
SUPERINTENDENT

KENNETH CLOUSE, Ed.S.
ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

September 26, 2016

Dear Gentlemen:

The Cartersville School System invites you to submit a proposal on the following items.

Cartersville Middle School Chorus Charter

Return your sealed pricing bid clearly marked **on the outside of the envelope or package to:**

**Dr. J. Howard Hinesley,
Superintendent
Cartersville School System
RFP # 0300-926-198 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120**

no later than 2:00 p.m., Wednesday, October 26, 2016.

The Cartersville School Board reserves the right to accept and/or reject any and all bids.

We invite your participation.

Sincerely,

Ken Clouse
Assistant Superintendent

Enclosures

2017 CMS Chorus Trip—Pigeon Forge, TN

INSTRUCTION TO BIDDERS

1. Bids will be received in the Office of the Superintendent of Schools, Cartersville City School System, P.O. Box 3310, 15 Nelson Street, Cartersville, Georgia 30120, until 2:00 p.m., Wednesday, October 26, 2016.
2. Bids must be submitted on the form(s) enclosed.
3. Bid proposal should include complete scheduled itinerary of the trip.
4. The bidder must be licensed to do business in the State of Georgia for such work as requested in the proposal and provide the required documentation.
5. The Cartersville School Board reserves the right to accept or reject any and all bids.
6. Approved bidder must be able to provide completed Charter Application if the company is not already on the official “Approved Charter Carriers” list from Cartersville City Schools. Information about the Approved Charter Carrier list may be obtained from Mr. Ken Paige, Director of Transportation, Cartersville City Schools, P.O. Box 3310, 15 Nelson Street, Cartersville, GA 30120 or kpaige@cartersville.k12.ga.us
7. Further information about the trip can be obtained by contacting Ms. Erin Gunter, Choral Director, or Mr. Ken MacKenzie, Principal, Cartersville Middle School, 825 Douthit Ferry Road, Cartersville, Georgia 30120; phone no.: 770-382-3666 or egunter@cartersville.k12.ga.us or kmackenzie@cartersville.k12.ga.us.

Please include this cover sheet as (page 1) of your proposal

PROPOSAL

Cartersville School Board
P. O. Box 3310
15 Nelson Street
Cartersville, Georgia 30120

Gentlemen:

We have carefully examined and fully understand the Instructions to Bidders and other documents found in the specifications as prepared by you.

We propose to enter into a contract to furnish the materials and deliver services as specified at the price listed below. We also assure you that a company representative will be readily available to assist in reviewing the materials and services.

Respectfully,

Name of Company

Signature of Company Representative Authorized to Submit this Bid

Printed Name of Signature Above

Business Address / Street, City, State, Zip Code

Business Phone

“2017 CMS Choral Trip-Pigeon Forge, TN ”

Total Bid Amount:
\$ _____

Date Submitted _____ Authorized Signature _____

Office use only

**Bid Specifications: 2017 CMS Chorus Trip – Pigeon Forge, TN
March 24 – 26, 2017**

- Round trip & local transportation via luxury motor coach(es)
- 2 nights' accommodation at local hotel with inside hallways; 4 students per room, 2 adults per room
- 7 meals – picnic lunch served at the park at Raccoon Mountain, dinner at Mynatt Park Pavilion in Gatlinburg served by Bennett's Pit BBQ, full hot breakfasts at the hotel each of the two mornings, lunch voucher for use at Dollywood Theme Park, dinner at the Dixie Stampede Dinner Show, lunch at the Golden Corral in Pigeon Forge
- Admission/ticket costs to Raccoon Mountain, Wonder Works, Dollywood Theme Park, Dixie Stampede Dinner Show, and Ripley's Aquarium of the Smokies
- Private security guard hired specifically for this tour group
- Include all taxes and gratuities
- 24-hour Travel Coordinator who would travel with this group throughout the trip and back
- One complimentary trip for each 25 students attending
- Performance at Dollywood Theme Park
- Departure date: Friday, March 24, 2017
- Return date: Sunday, March 26, 2017
- Estimated # 50-60 Students and 10-15 Adults
- All Transportation by deluxe motor coaches; 1-2 bus(es)
- No speaker/representative to address parents at any pre-trip meeting(s) – the Teacher will handle the pre-trip parents' meeting
- Proposed Itinerary:
Friday, March 24, 2017

7:15 a.m.	Depart Cartersville Middle School
9:15 – 11:45 a.m.	Arrive Chattanooga @ Raccoon Mountain Caverns for guided tour of a "young" cave. Picnic lunches served at park.
2:15 – 4:00 p.m.	Arrive in Pigeon Forge. Visit Wonder Works for self-guided exploration.
4:15 – 5:15 p.m.	Check in to Music Road Hotel (866-429-7744)
5:45 – 7:00 p.m.	Dinner served in the Mynatt Park Pavilion in Gatlinburg by Bennett's Pit BBQ
7:00 – 8:30 p.m.	Time for souvenir shopping in Gatlinburg
9:00 p.m.	Return to hotel

Saturday, March 25, 2017

- 7:30 – 8:30 a.m. Breakfast at hotel
10:00 – 10:30 a.m. Chorus will be scheduled for a morning performance @
Dollywood
10:45 a.m.-4:30 p.m. Dollywood Theme Park. Everyone to receive a voucher for lunch.
5:00 – 7:30 p.m. Everyone attends dinner and show at Dixie Stampede in
Pigeon Forge.
8:00 p.m. Return to hotel

Sunday, March 26, 2017

- 7:30 - 8:30 a.m. Breakfast at hotel followed by check out
9:00 a.m. –12:00 p.m. Ripley’s Aquarium of the Smokies: self-guided tour of
main exhibits & time for souvenir shopping at aquarium.
12:15 – 1:15 p.m. Lunch at Golden Corral in Pigeon Forge
6:00 p.m. Return to Carterville Middle School