



# Cartersville School System

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*SUPERINTENDENT*

KENNETH CLOUSE, Ed.S.  
*ASSISTANT SUPERINTENDENT*

## REQUEST FOR PROPOSAL

April 10, 2017

Dear Gentlemen:

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

### **New Visitor's Press Box for Cartersville High School**

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

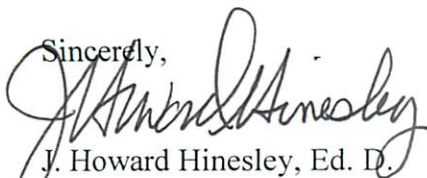
**Dr. J. Howard Hinesley,  
Superintendent  
Cartersville School System  
RFP # 9300-410-210 ENCLOSED  
P.O. Box 3310, 15 Nelson Street  
Cartersville, Georgia 30120**

no later than 10:00 a.m., Monday, May 8, 2017.

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

We invite your participation.

Sincerely,

  
J. Howard Hinesley, Ed. D.  
Superintendent

Enclosures

## REQUEST FOR PROPOSALS

THE CARTERSVILLE CITY SCHOOL DISTRICT, BOARD OF EDUCATION (the "Board"), pursuant to the provisions of O.C.G.A. § 36-91-1, *et. seq.*, herein seeks competitive proposals from general contractors for the construction of A New Visitor's Press Box for Cartersville High School located at 320 E. Church Street, Cartersville GA 30120 (the "Project").

The requirements for construction of the Project, and the duties and responsibilities of the contractor whose Proposal is accepted, are set forth in the Contract Documents which include the Instructions to Proposers; Contract for Construction and Incorporated General Conditions (the "Contract"); supplementary and other conditions; the drawings; the specifications; and, any addenda issued by the Architect. Contractors interested in submitting Proposals must obtain copies of the Contract Documents by contacting the Project Architect, KRH Architects, 855 Abutment Road, Suite 4, Dalton, Ga. 30721.

**Any contractor submitting a Proposal must procure a complete set of the Contract Documents from the Project Architect.** Contract Documents will be issued in PDF format to contractors registered with the office of the Architect for a fee of \$20. Printed copies are available for \$100.00 per set (not including shipping or delivery fees). Payment must be made by certified check, treasure's check, or cashier's check, issued by a responsible bank or trust company, payable to the Architect. The Architect will also make available the Proposal Form as well as the Contractor's Qualification Statement which must be fully completed and submitted with any Proposal. These documents are available for inspection by the public at the office of the Architect identified above. The Contract Documents require, among other things, the furnishing of all materials, labor and equipment for construction of the Project. The Board reserves the right to make available other relevant documents or information concerning the Project.

**Any Contractor who intends to submit a Proposal is required to attend a Pre-proposal Meeting, which will be held on the 25th day of April, 2017, at 2:00 p.m. at the offices of Cartersville City School District Cartersville City Schools 15 Nelson Street Cartersville, GA 30120**

Any Proposal submitted in response to this Request should comply strictly with all requirements set forth in the Instructions to Proposers. Any such Proposal must contain the completed Proposal Form setting forth the contractor's proposed lump sum contract price for full and complete construction of the Project in conformity with all requirements of the Contract Documents. Any Proposal must include a fully executed Bid Bond in the amount of five percent (5%) of the proposed lump sum contract price (exclusive of any alternates and unit prices) in the form required by the Instructions to Proposers.

In evaluating Proposals, the Board may seek additional information from any contractor concerning such contractor's Proposal.

The Board intends to award the construction contract to the responsible and responsive contractor whose Proposal is determined in writing to be the most advantageous to the Board,

taking into consideration the following evaluation factors which are listed in their order of relative importance:

- (A) The contractor's proposed lump sum contract price for full and complete construction of the Project in conformity with all requirements of the Contract Documents. (55 Points)
- (B) The contractor's prior experience in constructing similar projects on schedule and within budget including at least two projects comparable in size and scope to this project. For purposes of this factor, the Project should not be more or less than 30 percent in scope or cost than the similar projects identified by contractor. (50 Points)
- (E) The qualifications and experience of those personnel whom the contractor will assign to the Project. (35 Points)
- (F) The completeness and accuracy of proposals (25 Points)
- (G) The contractor's history of successfully constructing projects without unnecessary contractual disputes, claims, arbitration or litigation. (25 Points)

**All Proposals must be properly signed, submitted in bound notebooks, and received by the Board at its offices located at 15 Nelson Street Cartersville, GA 30120, no later than 10:00 a.m. on the 8th day of May, 2017.**

Two proposals in bound notebooks are required. The Board will receive such Proposals at such time and place. Proposals attempted to be delivered after said time will not be accepted. At the discretion of the Board, and in conformity with the applicable provisions of Georgia Law, the Board may afford contractors an opportunity for subsequent discussion, negotiation, and revision of Proposals. The Board reserves the right to reject any or all Proposals and to waive any technicalities or formalities.

Any Proposal must include an affidavit meeting all requirements of O.C.G.A. § 13-10-91 verifying compliance with applicable Federal work authorization program. The form for such affidavit is attached as an exhibit to the **INSTRUCTION TO PROPOSERS.**

Any Proposal submitted in response to this Request shall remain open for acceptance by the Board, and same shall be honored by the contractor, for a period of sixty (60) days from the date set forth hereinabove for the receipt of Proposals.

Any questions or comments concerning this Request for Proposals should be addressed in writing to the Architect at the address as set forth hereinabove.

Cartersville City School District,  
Board of Education