



Cartersville School System

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SUPERINTENDENT

KENNETH CLOUSE, Ed.S.
ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

September 18, 2017

Dear Gentlemen:

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

Cartersville Middle School – Tour of Nashville, TN, St. Louis, MO

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 #0300-915-222 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120**

no later than 2:00 p.m., Wednesday, October 18, 2017.

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

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 18, 2017.
2. Bids must be submitted on the forms 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 Mr. Ken MacKenzie, Principal, Cartersville Middle School, 825 Douthit Ferry Road, Cartersville, Georgia 30120; phone no.: 770-382-3666 or kmackenzie@cartersville.k12.ga.us.

PROPOSAL

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

Total Bid Amount:

\$

2018 "Tour of Nashville, TN, St. Louis MO." Trip for Cartersville Middle School

Date Submitted _____ Authorized

Signature _____

Office use only

Specifications: Tour of Nashville, TN, St. Louis, MO

- **7th & 8th Grade Chorus Members – Nashville, TN & St. Louis, MO – March 15-18, 2018**
- **On Thursday, March 15, CMS students will depart from CMS after lunch, 2018 and travel to Nashville, TN where they will attend a live musical performance that evening.**
- **On Friday, March 16th, students will get a chance to tour the Country Music Hall of Fame, explore the Adventure Science Center and other important Nashville sites before heading north to St. Louis, MO. On that evening, students will enjoy a riverboat cruise on the Mississippi River with dinner and a DJ.**
- **On Saturday, March 17, students will perform at the St. Louis Arch and have the opportunity to go up in the Arch itself and see the park and museum that surrounds it. Students will spend the rest of the day at Six Flags Theme Park in St. Louis.**
- **On Sunday, March 18, students will either go to the St. Louis Zoo or go on a tour of the Scott Joplin House and Basilica of St. Louis before heading home on Sunday night.**

- **Throughout the trip, and through all of these experiences, students will continue team building and making memories that will last a lifetime. Students will gain independence and confidence from time away from home and parents that will carry into all of their other pursuits. They will have many valuable educational experiences including knowledge of a city beyond their hometown and learning the coping skills and people skills it takes to work together on a trip of this type. They will gain invaluable musical experience as they prepare their music and perform in an outdoor park venue for the general public.**

Trip Highlights:

- **See a live musical show in Nashville [Grand Ole Opry or a musical theatre production or the Nashville Symphony]**
- **Tour the Country Music Hall of Fame**
- **Explore the Adventure Science Center**
- **Riverboat cruise on the Mississippi**
- **Enjoy the St. Louis Arch and perform there**
- **Six Flags over St. Louis**
- **St. Louis Zoo or the Scott Joplin House & St. Louis Basilica**

Other Inclusions:

- **Round trip and local transportation via luxury motor coaches**
- **Three nights' accommodations at hotels which have inside doors – students 4 to a room, adults 2 to a room**

• **10 meals:**

- 1) dinner on Thursday in Nashville**
- 2) Full, hot breakfast in hotel on Friday**
- 3) lunch possibly at the Wild Horse Saloon on Friday**
- 4) dinner on the riverboat cruise Friday night**
- 5) full, hot breakfast in hotel on Saturday**
- 6) lunch Saturday either at or on the way to Six Flags**
- 7) dinner voucher Saturday for food at Six Flags**
- 8) Full hot breakfast in hotel on Sunday**
- 9) lunch in St. Louis before departure**
- 10) fast food dinner on the road home from St. Louis**

- **Admission/ ticket costs to all parks and events described above**
- **A private security guard hired specifically for our group for the overnights at the hotel**
- **All taxes and gratuities**
- **A 24-hour Travel Coordinator who would travel with us from CMS throughout the trip and back**
- **One complimentary trip for each 25 students attending**

Thank you for your consideration! –Erin Gunter, Choral