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Cartersville
School System

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SUPERINTENDENT

KENNETH CLOUSE, Ed.S.
ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

July 11, 2019

Dear Sir or Madam:

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

Furnish Material and Labor to Manufacture Ductwork for (2) 20 ton Trane Package Units for Gymnasium at Cartersville High School

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

Dr. Marc Feuerbach, Superintendent
Cartersville School System
RFP # 0440-0711-121 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120

no later than 2:00 p.m., Thursday, August 8, 2019

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

We invite your participation.

Respectfully,

Marc Feuerbach, Ed.D.
Superintendent

Enclosures

PROPOSAL FORM

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

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

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.

Total bid proposal price to Furnish Material and Labor to Manufacture Ductwork for (2) 20 ton Trane Package Units for Gymnasium at Cartersville High School

\$ _____

Name of Company

Signature of Company Representative Authorized to Submit this Proposal

Printed Name of Representative

Business Address/ Street, City, State, Zip Code

Phone Number

Fax Number

Email

Office use only

INSTRUCTION TO BIDDERS

1. Proposals are due no later than 2:00 PM., Thursday, August 8, 2019, and shall be opened publicly at that time.
2. **Proposals must be submitted on the forms enclosed.** Bidders may attach other appropriate information to best evaluate the proposal.
3. Proposals must meet the requirements relating to all Georgia Department of Education guidelines.
4. The Cartersville School Board reserves the right to accept or reject any and all proposals.
5. There will be a mandatory pre-bid meeting on Tuesday, July 23, 2019 @ 10:00 a.m. at the Cartersville City Schools Central Office located at 15 Nelson Street, Cartersville Georgia.
6. Payment will be made within 30 days of the completion of project.
7. Proposals will be evaluated on price, starting date and completion date.
8. Contractor must remove all debris when work is completed
9. Contractor must provide a copy of **Certificate of Liability Insurance, E-Verification number, Workers Compensation Insurance and a W-9 form.**
10. Further information regarding the RFP can be obtained by email only:

Ken Paige
Director of Operations
Cartersville City Schools
kpaige@cartersvilleschools.org

SCOPE OF WORK

Furnish material and labor for a complete installation. The package units shall be installed in a similar manner as the existing units at the Cartersville Primary and Cartersville Elementary School Gymnasiums.

Installation to include:

- Install two each 20-ton Trane gas/electric package units furnished by owner.
- Install two each 12” high frames included with sheet metal skirts for equipment support.
- Air distribution – gym approved heavy-duty steel return and supply grilles.
- Sheet metal supply and return duct with flex connectors and 1” internal liner.
- Exterior sheet metal shall be insulated with 2” fiberglass board with an ASJ jacket, fab cloth, CP9 mastic, and dark bronze paint.
- Thermostats, Test & Balance, and check units out after installation