



Cartersville School System

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ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

August 12, 2019

Dear Sir or Madam:

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

Cartersville Middle School Band Orlando, Florida Trip

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


**Dr. Marc Feuerbach, Superintendent
Cartersville School System
RFP # 0330-0812-122 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120**

no later than 2:00 p.m., Tuesday, September 10, 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.

Cartersville Middle School Band Orlando, Florida Trip

\$ _____

Name of Company

Signature of Company Representative Authorized to Submit this Proposal

Printed Name of Representative

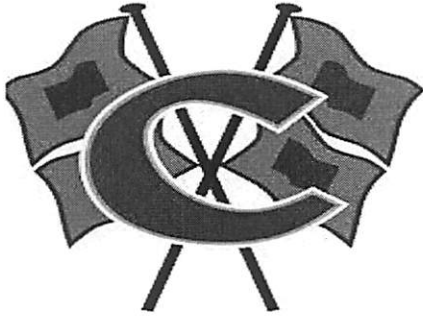
Business Address/ Street, City, State, Zip Code

Phone Number

Fax Number

Email

Office use only



Cartersville Middle School Hurricane Band

"Building a Tradition of Excellence!"

Michael D. Elzey, Director of Bands

825 Douthit Ferry Road

Cartersville, GA 30120

(770) 382-3666

Cartersville Middle School Hurricane Band Orlando, Florida Trip March 19 - 22, 2020

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 Tuesday, September 10, 2019 at 2:00 p.m.
2. Bid proposal should include complete scheduled itinerary of the trip using the suggested activities provided in the offer to bid.
3. The bidder must be licensed to do business in the State of Georgia for such work as requested in the proposal and provide the documentation in the Charter Application (Item #6 below).
4. The Cartersville School Board reserves the right to accept or reject any and all bids.
5. All bids must be completed on the attached proposal form.
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 Operations, Cartersville City Schools, P.O. Box 3310, 15 Nelson Street, Cartersville, GA 30120; 770-387-5578; or kpaige@cartersvilleschools.org
7. Further information about the trip can be obtained by contacting:

Mr. Michael Elzey
Cartersville Middle School Band
melzey@cartersvilleschools.org
(770) 382 - 3666, ext. 6294



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Cartersville, GA 30120
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Cartersville Middle School Hurricane Band Orlando, Florida 2020 Trip Bid Specifications

Departure From and Return to CMS

- **Departure:** Thursday, March 19, 2020 at approximately 3:00 AM.
- **Return:** Sunday, March 22, 2020 at approximately 11:00 PM.

To Be Included in Bid:

- Priced for 55 passengers (45 students, 10 chaperones)
- 1 double occupancy complimentary trip (complete) for each 10 paying student passengers.
- Round trip motor coach transportation with WIFI and DVD player/screens on board
- All taxes, gratuities and toll/travel charges included.
- Tour manager to remain with group for duration of trip.
- Lodging at Orlando area hotel for duration of trip.
 - Free breakfast included.
 - All student room doors must open to an interior hallway.
 - If student rooms have balconies, hotel management must ensure that balcony doors are locked at all times.
 - Students will assume quad occupancy in room, chaperones will assume double occupancy.
 - Chaperones will have option of single occupancy for additional cost.
- Licensed security guard(s) in hallway at hotel each night from 11:00 PM to 6:00 AM.
- All meals for students and chaperones, including meals while en route to/from Orlando.
 - In cases where students/chaperones must receive a meal voucher or cash for a meal, students/chaperones will receive at least \$10 (or \$10 meal voucher) for each meal.
- One-day park admission to SeaWorld on Thursday, March 19, 2020.
- Three-day park admission (park-to-park tickets) to Universal Studios and Islands of Adventure.
- Tickets to a Blue Man Group live performance at Universal.