



Cartersville School System

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ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

August 27, 2019

Dear Sir or Madam:

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

Cartersville Middle School Chorus Orlando, Florida Trip

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

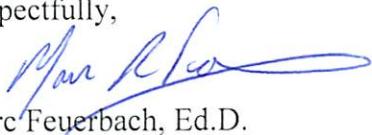
**Dr. Marc Feuerbach, Superintendent
Cartersville School System
RFP # 0330-0827-123 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120**

no later than 2:00 p.m., Thursday, September 26, 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 Chorus 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

2020 CMS Chorus Trip—Orlando, FL

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., Thursday, September 26, 2019
2. Bids must be submitted on the proposal form 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@cartersvilleschools.org
7. Further information about the trip can be obtained by contacting Ms. Erin Gunter, Choral Director, Cartersville Middle School, 825 Douthit Ferry Road, Cartersville, Georgia 30120; phone no.: 770-382-3666 or egunter@cartersvilleschools.org.

Bid Specifications: 2020 CMS Chorus Trip – Orlando, FL/ Universal Studios

March 19-22, 2020

Tentative Itinerary:

Thursday, March 19, 2020

6:30 am Depart Cartersville Middle School – fast food stop for lunch – everyone gets \$10
2:00 pm Arrive in Gainesville, FL at the Natural History Museum on the University of Florida Campus for a self-guided tour
5:30 pm Arrive in Orlando area. Check into the Universal Studios Endless Summer Resort Hotel
6:30 pm Arrive at Universal City Walk area via Universal Transportation where everyone will have time to enjoy shopping etc. We would like to schedule dinner together at the Hard Rock Café

Friday, March 20, 2020

9:00 am Everyone will have the opportunity to enjoy the full range of activities at the Universal Studios/ Islands of Adventure Park of your choice. Everyone will receive \$40 for meals in the park throughout the day.
1:00 pm A Choral Performance will be scheduled at City Walk Lagoon Stage
TBD Return to Endless Summer Resort

Saturday, March 21, 2020

9:00 am Everyone will have the opportunity to enjoy the full range of activities at the Universal Studios/ Islands of Adventure Park of your choice. Everyone will receive \$40 for meals in the park throughout the day.
TBD Return to Endless Summer Resort

Sunday, March 22, 2020

8:15 am Check out of Endless Summer Resort. Breakfast will be served fast food style en route to Sea World. Everyone will receive \$40 for meals in the park throughout the day (to include fast food breakfast, lunch in the park and dinner on the way home).
9:30 am Everyone will have the opportunity to enjoy the full range of activities at Sea World.
3:00 pm Depart the Orlando Area. Everyone will have the opportunity to purchase fast food style dinner on the way home.
11:00pm Return to Cartersville Middle School.

Bid to Include:

- Round trip & local transportation via luxury motor coach(es)
- Three nights' accommodation at local hotel with inside hallways (would prefer the Endless Summer Resort); 4 students per room, 2 adults per room
- 11 meals – 11 meals – lunch en route on Thursday at a fast food restaurant, dinner at the Hard Rock Café at Universal City Walk, Friday 3 meals at Universal Studios, Saturday 3 meals at Universal Studios, Sunday fast food style breakfast en route to Sea World, lunch at Sea World and dinner en route to home fast food style
- Admission/ticket costs – Natural History Museum at the University of Florida, 2 day Park to Park pass for Universal Studios, one day tickets to Sea World
- 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 the director and one complimentary trip for each 25 students attending
- Performance at Universal City Walk
- Departure date: Thursday, March 19, 2020
- Return date: Sunday, March 22, 2020
- Estimated # 70-80 Students and 10-15 Adults
- Estimate need for 2 buses
- No speaker/representative to address parents at any pre-trip meeting(s) – the Teacher will handle the pre-trip parents' meeting