



# Cartersville School System

KELLEY A. DIAL, *PRESIDENT*  
TRAVIS POPHAM, *VICE PRESIDENT*  
S. PAT BROADNAX, *SECRETARY*

MARC R. FEUERBACH, Ed.D.  
*SUPERINTENDENT*

KATHI WHITE  
TIM CHASON  
CAROLYN JOHNSON  
LOUISE PANTER

KENNETH CLOUSE, Ed.S.  
*ASSISTANT SUPERINTENDENT*

## REQUEST FOR PROPOSAL

August 29, 2019

Dear Sir or Madam:

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

### **Cartersville Middle School Tour of Washington DC**

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

**Dr. Marc Feuerbach, Superintendent  
Cartersville School System  
RFP # 0330-0829-124 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 Tour of Washington DC**

\$ \_\_\_\_\_

\_\_\_\_\_  
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 Tour of Washington DC**

### **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](mailto: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 [mkinney@cartersvilleschools.org](mailto:mkinney@cartersvilleschools.org).

## Specifications: Tour of Washington DC - 2020

**Departure date: Sunday, March 22, 2020 ~ 6:30 a.m.;**

**Return date: Friday, March 27, 2020; ~ 10:30 p.m.**

- Quoted price based on per student: 50 students (minimum) and 5 adult chaperones
- Five nights lodging scheduled & arranged by company
- Meals: 5 (five) continental breakfasts; 6 (six) lunches; 6 (six) dinners.
- All transportation by deluxe motor coach(es) with free Wi-Fi access
- Tour director provided by tour company and present for the entire trip
- Speaker/representative to address parents at tour meetings, as needed
- One teacher comp per 10 paying students (double occupancy, two per room)
- All tips and taxes (excluding driver and tour director)
- Sites/destinations to be included:
  - George Washington's Mount Vernon
  - Guided Mansion Tour at Mount Vernon
  - Memorial Walking tour (prefer some at night) including:
    - Vietnam Veterans, Korean, Lincoln, Vietnam Women's, World War II, Washington Monument, Jefferson, FDR Memorial and MLK Memorial
  - Pentagon 911 Memorial
  - White House Visitors Center
  - Embassy Row Tour
- National Cathedral tour
- Reagan World Trade Center
- Holocaust Museum
- Iwo Jima Marine Memorial
- Air Force Memorial
- US Marine Corps Memorial
- Library of Congress
- US Capitol Tour
- National Archives
- Fort Myer Arlington Military Base "Twilight Tattoo" Performance
- Arlington National Cemetery Guided Tram Tour
- Changing of the Guard
- Tomb of the Unknown Soldier
- Even Song @ Washington Cathedral
- Twilight Tattoo Performance
- Riverboat Tour - Potomac Riverboat Co
- Monticello Tour
- Supreme Court
- Dinner @ Union Station
- Smithsonian Museums:
  - Air & Space
  - Natural History
  - American History
  - Native American
  - African American History and Culture