



Request for Proposals

Berta Weathersbee Elementary School Playground Equipment

Troup County School System (the School System) is seeking proposals for three playgrounds. The School System representative for the purpose of this request is Ryan Traylor. The school property is **1200 Forrest Avenue, LaGrange, Georgia**.

The advertisement for proposals begins on February 14, 2025, and will run until March 7, 2025 at 12:00 pm eastern time. Proposals (quotes) received after this date and time will not be considered.

The School System and company who is awarded the bid will work together in developing the dates for the scope of work.

Mandatory Pre-Bid Meeting will be held at the site location on February 26, 2025 at 10:00 am. The event will begin at the front entrance lobby.

Scope of Work and Requirements:

- Purchase equipment and installation.
- Total budget: \$60,000.00
- Bidders will field verify all square footage and area dimensions for playgrounds.
- Quotes should include equipment, borders, and labor. System will provide the mulch.
- Equipment will be installed in an area with other equipment
- Playground Vision:
 - Older Elementary Students: 3rd - 5th grades
 - Child capacity: 40 students
- Scope of Work will be finalized during the pre-bid meeting.
- Awarded bidder will provide the required Contractor's Affidavit with the proposal/bid. (Affidavit to sign is attached to the RFP).

- o Troup County School System contractors will verify its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor will provide its federal work authorization user identification number and date of authorization on an affidavit provided with the contract when awarded the project.
- Contractor will provide a Certificate of Liability showing Troup County School System as the Certificate Holder.

Below is listed the insurance coverage which must be procured by the contractor at his own expense. The contractor agrees to follow instructions indicated in each case:

1. Workers Compensation:

- a. Coverage A: State Statutory
- b. Coverage B: Employers Liability:
 - \$500,000.00 Each Accident
 - \$500,000.00 Disease Policy Limit
 - \$500,000.00 Disease Each Employee

2. Comprehensive General Liability (including Premises-Operations; Independent Contractors; Protective; Products and Completed Operations; Broad Form Property Damage; X-C/U Explosion,

Collapse and Underground Coverage):

- a. General Aggregate: \$2,000,000.00
- b. Products/Completed & Operations Aggregate: \$2,000,000.00
- c. Each Occurrence: \$1,000,000.00
- d. Personal & Advertising Injury: \$1,000,000.00
- e. Fire Damage - Any One Fire: \$100,000.00

3. Comprehensive Automobile Liability:

- a. Combined Single Limits: \$1,000,000.00

4. Umbrella Excess Liability:

- a. General Aggregate: \$1,000,000.00
- b. Products/Completed & Operations Aggregate: \$1,000,000.00
- c. Each Occurrence: \$1,000,000.00
- d. Personal & Advertising Injury: \$1,000,000.00
- e. Completed Value/Builders Risk including interests of the Owner, Contractor, Subcontractors and Sub-subcontractors and covering the entire project including materials stored off site and materials in transit.

B. SELECTION PROCESS

1. Proposal Evaluation:

Interested vendors responding to this Request for Proposal must provide the information required to meet the criteria contained in "Response Format and Contents". The evaluation committee will evaluate submittals and choose the most highly qualified vendor as measured using the criteria for Troup County School System. The following criteria will be considered in choosing the most highly qualified contractor/vendor:

- 1. Vendor History & Information
- 2. Relevant Experience (list any experience of past projects with Troup County School System)
- 3. List Sub-Contractor Information or state no Sub-Contractors will be used.
- 4. Project Approach & Schedule
- 5. Bid

2. Optional Interview:

The vendor chosen as a result of the Phase I evaluation process may, at the sole discretion of the evaluation committee, be asked to participate in oral interviews. Following these interviews, the evaluation committee will recommend a vendor to Troup County School System for review and approval.

3. Negotiation and Signing of Contract:

Upon completion of evaluations by the committee, and the determination that the project is feasible and acceptable to the Troup County School System, a contract will be executed between the selected vendor and the Troup County School System.

C. RESPONSE FORMAT AND CONTENTS

Send sealed prepared proposals to Ryan Traylor, Director of Facilities. The proposals will be received in a sealed envelope delivered to or mailed to

Troup County School System, Attention: Ryan Traylor, 100 North Davis Road,
LaGrange, GA 30241.

All packages must be received by 12:00 pm on March 7, 2025. Packages received after this date and time will not be considered.

1. **ORDERS.** Orders shall be made by the School System, by the issuance of a Purchase Order referencing this Contract and detailing the items and/or services ordered. No shipment or service shall be authorized until such issuance of a Purchase Order.

2. **PAYMENT.** Upon completion and inspection of work, the School System shall pay the amount set out in the solicitation line item for any goods and/or services purchased hereunder. Payments shall be made according to the invoice submitted by the Contractor. Payment terms shall be net thirty (30) days.

3. **PRICE.** The prices quoted and listed in the solicitation line items shall be firm throughout the term of this Contract. Price should include the cost of delivery, installation, cleanup and any other services required in the scope of work.

4. **BILLING** Invoices shall be mailed or emailed to:

Troup County School System, Attention: Ryan Traylor
100 North Davis Road
LaGrange, GA 30241
traylorrs@troup.org

5. **COMPLIANCE.** The School System will make final inspection of all materials and services for acceptance or rejection. Final inspection resulting in acceptance or rejection of the materials and services will be made as soon as practical, but failure to inspect shall not be construed as a waiver by the School System of its rights to reject such material and services which are later found to be defective or not in conformance with the required specifications.

6. **COMPLIANCE WITH STATUTES.** The Contractor shall comply with all laws, ordinances, policies, rules and regulations of any governmental entity pertaining to the supply of any goods and/or services to the School System pursuant to this Contract.

7. **APPLICABLE LAW.** This Contract shall be governed in all respects by the laws of the State of Georgia.

8. **TITLE AND RISK OF LOSS.** Title to any items ordered and liability for risk of loss shall remain with the Contractor until delivery to and acceptance by the School System.

9. **CONTRACT TERMINATION** The School System may unilaterally terminate this contract in whole or in part, for the convenience of the School System or because of failure of the awarded vendor to fulfill the contract obligations in any respect

10. CANCELLATION. The School System reserves the right to cancel this contract by giving the Contractor thirty days written notice of its intent to do so.

11. ASSIGNMENT AND DELEGATION. The Contract or any performance required by it shall not be assigned or delegated in whole or in part without the express written consent of the School System.

There is no commitment to accept any proposal; the school system budget will dictate the acceptance of the proposal for contract. The superintendent or designee reserves the right to reject any or all proposals and to waive technicalities and informalities.

Any questions should be directed to Ryan Traylor via email: traylorrs@troup.org



Troup County School System

A Place For Every Kid

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b).

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Troup County School System Berta Weathersbee Playground
Name of Project

TROUP COUNTY SCHOOL SYSTEM
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ____, ____ in _____, _____.

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 20____.

NOTARY PUBLIC

My Commission Expires:
