

**Construction Phase Services for the
Garden Hills ES Fieldhouse Building**

**ACORNS TO OAKS
2870 Peachtree Road, # 356
Atlanta, Georgia 30305**

Request for Proposals

For

**Construction Phase Services for the Garden Hills
Elementary School Fieldhouse Building**

December 4, 2025

RFP Number: PE-76110-NONST-2026-000000114

Due Date: December 22, 2025

Time Due: 5:00 PM EST

ADVERTISEMENT FOR REQUEST FOR PROPOSALS

NOTICE TO GENERAL CONTRACTING FIRMS:

Acorns to Oaks (A2O) invites General Contracting firms to submit proposals for the construction and site improvements of and related to the Garden Hills Elementary School Fieldhouse Building.

All questions or requests for clarification can be sent via email to admin@shelterxdesign.com.

All addendums related to this solicitation will be posted on the website: <https://ssl.doas.state.ga.us/gpr/eventDetails?eSourceNumber=PE-76110-NONST-2026-000000114&sourceSystemType=gpr20>

It is the Bidder's responsibility to check the GA Procurement Registry website for any addendums, responses to bidder questions, or other communications related to this solicitation.

Proposals shall be submitted via email in PDF format to admin@shelterxdesign.com.

Acorns to Oaks will only accept proposals submitted via the above noted email. Proposals are due no later than December 22, 2025 at 5 PM EST.

Proposals submitted after the bid close date will not be accepted. Note: Any proposals submitted in any other format (paper, fax, mail, etc.) will not be accepted for any reason.

Construction Phase Services for the Garden Hills ES Fieldhouse Building

TENTATIVE TIMELINE

- RFP release date: November 21, 2025
- Mandatory Pre-bid meeting / site visit will occur on Tuesday, December 9, 2025 at 11am.
- Question submission deadline: December 12, 2025 @ 5pm EST.
- Proposal submission deadline: December 22, 2025 at 5pm EST.
- Target award date: February 1, 2026
- Expected start and completion dates: March 2, 2026-July 17, 2026p

1.0 PURPOSE

Acorns to Oaks invites General Contracting firms to submit proposals for the construction and site improvements of and related to the Garden Hills Elementary School Fieldhouse Building.

2.0 SUMMARY SCOPE OF WORK

1. Build a new Accessory 1-story Structure to house 1 Equipment Storage Room and 2 Unisex Supplementary Restrooms.
2. Modify / install additional metal fencing and control-access gate.
3. Tree removal, tree / recompense replanting and utility work included.
4. Paving & sidewalk improvements.
5. See Design Drawings for more information.

3.0 RFP REQUIREMENTS

The intent of this effort is to identify the General Contractor best suited to work with Acorns to Oaks on this project based upon an overview of the firm, experience as well as construction schedule & approach with K-12 school projects.

The selected General Contractor / GC firm and their team will be expected to execute a contract with terms and conditions generally known as AIA forms A101-2017 and A201-2017.

Your proposal for this project should be based on the criteria provided below.

- A. The firm's prior experience with K-12 school design.
- B. The firm's key team Members and their prior experience in the last 10 years in K-12 school design.
- C. Project schedule and phasing approach.
- D. Construction cost.

A. THE FIRM'S EXPERIENCE WITH K-12 SCHOOL CONSTRUCTION:

- 1) Provide a project listing of your firm's K-12 school projects, both new construction and renovation projects, on-going and completed over the past 10 years by your firm, with stated cost of limitation range between \$500,000 to \$1.5 million. Include in the listing, for each project, the following information:
 - Project Name and Address
 - Project Type
 - Design Contract Award Amount and Final Cost

**Construction Phase Services for the
Garden Hills ES Fieldhouse Building**

- Construction Delivery Method
- Construction Planned and Final Duration
- Role and Responsibility (Scope) Your Firm had on each Project
- Owner's Name, Owner's Project Representative and Telephone Number

2) Identify in the listing (from #1 above), projects which were completed with unusual schedule or budget constraints, with a brief explanation of the constraints.

B. THE FIRM'S KEY TEAM MEMBERS AND THEIR PRIOR EXPERIENCE IN THE LAST 10 YEARS IN K-12 SCHOOL CONSTRUCTION:

Provide an organizational chart of the proposed Key Team Members (employees) and resumes of each member. For each employee, you intend to assign to this project, include a paragraph that describes their role and responsibility, past relevant (within the last 10 years) K-12 school construction / PM experience and their availability and time commitment to this project.

C. REFERENCES FROM K-12 SCHOOL PROJECTS:

Provide three (3) references letters from the project listing the Firm's Experience with K- 12 school construction, including the Owner's Name, Owner's Project Representative and Contact Information.

D. CONSTRUCTION COST

Provide construction cost breakdown on projects within the past five (5) years.

4.0 PROPOSALS WILL BE EVALUATED ON THE FOLLOWING CRITERIA:

PHASE 1

CRITERIA FOR PHASE 1	POINTS POSSIBLE
The Firm's Experience with K-12 schools	30
The Firm's Key Team Members and their prior experience in the last 10 years in K- 12 school projects	25
References (4) from K-12 elementary school projects	20
Construction cost.	25
TOTAL POINTS POSSIBLE	100

4.1 It is anticipated that the top evaluated proposals submitted in Phase 1 will be shortlisted and may be asked to participate in presentations/interviews as a part of Phase 2 of the evaluation process. Acorns to Oaks at its sole discretion will determine which/how many proposals will move forward into Phase 2.

Construction Phase Services for the Garden Hills ES Fieldhouse Building

4.2 Acorns to Oaks reserves the right to NOT hold a Phase 2 presentation/interview.

PHASE 2

Should a Phase 2 presentation be deemed necessary, the following shall apply:

- 4.3 Offerors who have been shortlisted will be invited to participate in the presentation/interview phase of the RFP process.
- 4.4 The shortlisted offerors will be sent an email outlining the date/time/agenda of their scheduled invitations.
- 4.5 Offerors who chose not to participate in the presentation/interview process will be removed from consideration for an award.
- 4.6 Criteria for Phase 2 selection will be provided prior to the presentation/interview.

5.0 GENERAL INFORMATION

5.1 Project Management Software

5.1.1 The awarded vendor (Licensed General Contractor) is required to use and provide user logins an online project management software and collaboration system for all project documentation. The PM platform shall be used for all Construction phase/ Construction Administration communications such as progress reports / photos, RFIs, Meeting Minutes, Submittals, etc.

5.1.2 It is recommended that Vendor provide mobile iOS or Android devices with the software application installed to at least one individual on-site to provide real-time access to current posted drawings, specifications, RFIs, submittals, project documents, as well as any deficient observations or punch list items. Providing mobile access will improve communication, efficiency, and productivity for all parties.

- 5.2 The awarded Bidder shall be required to familiarize themselves with and conform to the APS Design & Construction Guidelines.
- 5.3 Acorns to Oaks reserves the right to request the best and final offer (BAFO) from offerors during the evaluation process.