

**GLYNN ACADEMY HIGH SCHOOL
SIDNEY LANIER BUILDING 5018 MODERNIZATION
ASBESTOS ABATEMENT**

REQUEST FOR PROPOSALS

Sealed proposals from contractors will be received by the Glynn County Board of Education no later than **11:00 AM on Thursday, March 29, 2018** at the following address:

Glynn County Schools
200 Emory Dawson
Brunswick, GA 31520

The Owner is: Glynn County Board of Education

The Architect is: John A. Tuten & Associates, Architects
4680 Hwy 17 North
Brunswick, GA 31525
Phone: 912-265-8686
Fax: 912-267-6409

The Projects is: The work will consist of asbestos removal.

The competitive sealed proposals will be received and evaluated in accordance with the State of Georgia Code Section 36-91-21G, paragraph (c) as follows:

- “(c) (1) In making any competitive sealed proposal, a governmental entity shall:
- (A) Publicly advertise a request for proposals, which request shall include conceptual program information in the request for proposals describing the requested services in a level of detail appropriate to the project delivery method selected for the project, as well as the relative importance of evaluation factors;
 - (B) Open all proposals received at the time and place designated in the request for proposals so as to avoid disclosure of contents to competing offerors during the process of negotiations; and
 - (C) Make and award to the responsible and responsive offeror whose proposal is determined in writing to be the most advantageous to the governmental entity, taking into consideration the evaluation factors set forth in the request for proposals. The evaluation factors shall be the basis on which the award decision is made. The contract file shall indicate the basis on which the award is made.
- (2) As set forth in the request for proposal, offerors submitting proposals may be afforded an opportunity for discussion, negotiation, and revision of proposals. Discussion, negotiation, and revisions may be permitted after submission of proposals and prior to award for the purpose of obtaining best and final offers. In accordance with the request for proposals, all responsible offerors found by the governmental entity to have submitted proposals reasonably susceptible of being selected for award shall be given an opportunity to participate in such discussions, negotiations, and revisions. During the process of discussion, negotiation, and revision, the governmental agency shall not disclose the contents of proposals to competing offerors.”

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The following evaluation factors and weights will be used to rate each proposal. The rating committee or their appointed agent will: (1) review all proposals and identify the proposals of responsible offerers reasonably susceptible of being selected for award; (2) send written notice to each firm not judged “reasonably susceptible of being selected for award”, notifying them of the reason or reasons the proposal is not being further evaluated; (3) After careful review of the proposal and supporting information, assign a rating from 1 to 10 for each factor and then multiply the factor weight by the rating to determine the numerical value of each factor. The numerical value of the evaluation factors will be totaled to achieve the total rating of each Proposal.

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| 1. Cost Proposal. | 40% of total |
| 2. Successful experience in completing similar projects in the past 3 years. | 40% of total |
| 3. Ability to complete work on schedule: | 20% of total |

Project documents for the project can be obtained from the office of the Architect, John A. Tuten & Associates, Architects, at the address listed above.

Proposals must be submitted in duplicate accompanied by a Bid Bond not less than five percent (5%) of the Base Proposal. No proposal may be withdrawn for a period of thirty (30) days after time has been called on the date of the opening. If proposal is \$100,000.00 or more both a Performance and Labor and Materials Payment Bond will be required in an amount equal to one hundred percent (100%) of the Contract Price.

The Owner reserves the right to reject any and all proposals and to waive technicalities and formalities, and to award the contract in the best interest of the Owner. The Owner will evaluate each proposal and make a final rating of the evaluation factors and make a contract award decision prior to disclosing the contents of the proposals.

The contract award will be made by the Owner based on the evaluation factors. The factors are as follows:

1. **Cost Proposal.**

The Owner will rate the cost proposals numerically. Those that are within the Owner’s budget will be evaluated in accordance with the selection criteria. Those that exceed the Owner’s budget may be judged, “not reasonably susceptible of being selected for award” and may not be evaluated further. If during the evaluation of cost proposals, errors are found or questions arise relative to the ability of the Contractor to profitably complete the job, a relatively low cost proposal may receive a low score rather than a high score. Otherwise, the lowest cost proposal will receive the highest rating and the highest cost the lowest rating.

2. **Experience in completing similar project in the past three (3) years.**

Please prepare a list of government contracts of asbestos removal work of similar scope since July 2010. Please include the name of the project, name, telephone number, fax number and e-mail of the representative of the architect or engineer in charge of contract administration; and name, telephone number, fax number and e-mail of the representative of the Owner. Also include a general description of the work performed and the cost of each project.

3. **Ability to complete work on schedule:**

- A. Time proposed for project.

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- B. Record of completing similar projects on schedule.

Please direct all questions to Mr. Larry Rountree of John A. Tuten & Assoc. Architects, via fax at (912) 267-6409 or email at slr@jwbuckley.com .

John A. Tuten, Architect for,
Dr. B. Virgil Cole, Superintendent
Glynn County Schools