

**RISLEY MIDDLE SCHOOL CANOPY
ROOFING REPLACEMENT**

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 15, 2018**, at the following address:

Glynn County Board of Education
Maintenance Office
200 Emory Dawson Road
Brunswick, GA 31520

The Owner is: The 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 Project is: The work is installation of roof purlins, if required, and replacement roofing system. The Owner will select one of the following 3 options:

1. Reinforced Fabric covering with maximum survivability under hurricane or near hurricane winds. Furnishing and installing additional purlins should be a part of the proposal if additional purlins will increase ability of system to survive high winds intact.
2. Standing seam metal roofing system installed onto existing aluminum structure. This option will require furnishing and installing additional roof purlins.
3. Translucent polycarbonate roofing system. This option will require furnishing and installing additional roof purlins.

The original system was installed in 2012. The system performed until Hurricane Matthew in fall of 2016. A similar canvas system to the original was replaced in 2016 but was destroyed in 2017 by Hurricane Irma. The objective of the Glynn BOE is to install a replacement system capable of resisting hurricane force winds and performing for the standard life of the roofing system. The proposer is to furnish all necessary engineering shop drawings and install components of a complete replacement roof system.

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;

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- (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.”

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 offerors 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. Life span of the system proposed and performance warranty if the system carries an installer’s and manufacturer’s warranty. | 40% of total |
| 2. Cost Proposal. | 20% of total |
| 3. Experience in completing similar projects in the past 3 years. | 40% of total |

Project documents can be obtained from the office of the Architect, John A. Tuten & Associates at the address listed above. Applications for documents must be made to the Architect in writing.

A Pre-Proposal conference will be held on **Tuesday, February 20, 2018 at 3:30 PM.** Meet at the parking lot in front of Risley Middle School.

Proposals must be submitted in duplicate. If the proposal is \$100,000 or more, it must be accompanied by a Bid Bond not less than five percent (5%) of the Base Proposal and 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. No proposal may be withdrawn for a period of **sixty (60)** days after time has been called on the date of the opening.

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.

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

1. **Life span of the system proposed and performance warranty if the system carries an installers and manufacturers' warranty.**
Submit manufacturers and installers warranties of proposed systems if systems carry standard warranties. Present information confirming the lifespan and performance of the proposed system. Examples welcome including photographs, installation dates of similar systems.
2. **Cost Proposal.**
The Owner will compare the cost proposals and the warranties, if any, to make a judgment on which system is the best value.
3. **Experience in completing similar projects in the past three (3) years.**
Please prepare a list of at least **three (3)** similar projects in the past 3 years. If team does not have this specific experience, list **three (3)** most similar projects.

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