



**REQUEST FOR PROPOSALS
OF
CONSTRUCTION MANAGEMENT AT RISK
FOR
CITY SCHOOLS OF DECATUR
RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER &
GARDENS PROJECTS**

**SUBMISSIONS ARE DUE AT THE ADDRESS SHOWN BELOW NO LATER
THAN**

THURSDAY, MAY 02, 2019 AT 11:00 A.M. E.D.T

CITY SCHOOLS OF DECATUR – CENTRAL OFFICE
ATTN: OPERATIONS DEPARTMENT
125 ELECTRIC AVENUE
DECATUR, GEORGIA 30030

RFP # 19-006

THE OFFEROR IS RESPONSIBLE FOR SUBMITTING A RESPONSE TO THIS REQUEST FOR PROPOSALS (RFP) TO THE CITY SCHOOLS OF DECATUR ON OR BEFORE THE STATED DATE AND TIME.

ISSUE DATE: March 28, 2019

MEMO

TO: Construction Manager at Risk Firms

FROM: Noel Maloof
Executive Director of Operations – City Schools of Decatur

DATE: March 28, 2019

SUBJECT: **RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR – RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS**

The City Schools of Decatur (“CSD”) is embarking on Capital Projects to improve the existing Decatur Renfro Middle School Campus. As part of this project, portions of the Campus will have a new ROTC Training Center and Gardens constructed. It is the desire of CSD to engage the services of a Construction Management at Risk firm to begin implementing this Project. To expedite the process, CSD is going to evaluate Construction Management firms based on their Proposals to select a single Construction Management firm.

The attached RFP contains information on the project and required scope, along with other services the Construction Management firm shall provide. In addition, it outlines how the selection process will be managed, CSD’s requirements, CSD’s evaluation of the submittal packages and their contract requirements. After you have reviewed the RFP information, you are invited to submit your firm’s submission as a CONSTRUCTION MANAGER FIRM to the City Schools of Decatur.

Submissions are to be sealed, marked with the OFFEROR’s name and address and labeled: RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR – RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS

and delivered to:

City Schools of Decatur
Central Office
125 Electric Avenue.
Decatur, Georgia 30030

no later than **11:00 A.M. E.D.T, THURSDAY, MAY 02, 2019**. Submissions received after said date and time will not be considered. Having the wrapper or envelope postmarked by Thursday, May 02, 2019 does not meet the requirements of this RFP. Delivering the document to a commercial delivery service is also not sufficient until the offer is actually received at the designated location.

The written requirements contained in this RFP shall not be changed or superseded except by written addendum from the City Schools of Decatur. The Owner reserves the right to reject any and all proposals deemed to be non-responsive. The City Schools of Decatur also reserves the right to reject any and all qualifications, to waive any technicalities, informalities or irregularities and to ultimately award a contract to the firm that is deemed to have presented the best and most advantageous qualifications for the School District, resulting from an evaluation process using criteria set forth in Section III of this qualifications document.

Any inquiries regarding this RFP must be submitted in writing no later than Friday, April 12, 2019- 12:00 P.M. E.S.T. to: Noel Maloof, Executive Director of Operations, 125 Electric Avenue Decatur, GA 30030, or email: nmaloof@csdecatur.net. Questions will be answered in writing by addendum. Questions received after April 12, 2019 will not receive a response. A list of names of firms providing submissions may be obtained from him via email request after the submittal due date and time stated herein.

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NOTE: Please examine the contents of the RFP package and if anything is missing contact Noel Maloof at nmaloof@csdecatur.net

SECTION I – REQUEST FOR PROPOSALS OVERVIEW AND PROCEDURES

A. PURPOSE

The City Schools of Decatur (“CSD”), the OWNER, is soliciting sealed Proposals from firms experienced in the Construction Management at Risk delivery method.

B. PROGRAM DESCRIPTION

The City Schools of Decatur (“CSD”) is embarking on Capital Projects to improve the existing Decatur Renfro Middle School Campus. As part of this project, portions of the Campus will have a new ROTC Training Center and Gardens constructed. It is the desire of CSD to engage the services of a Construction Management at Risk firm to begin implementing this Project. To expedite the process, CSD is going to evaluate Construction Management firms based on their Proposals to select a single Construction Management firm.

SCOPE:

GENERAL SCOPE OF SERVICES. Includes complete CM Pre Construction services; cost management; schedule management; design coordination to include providing Pre-Construction, Submittal, and assistance with submissions to GA DOE; permitting to all Authorities Having Jurisdiction, including, but not limited to, Decatur Building Inspections, Planning & Zoning and Fire Marshall; full Construction Management and Post Construction services. The construction must be completed in a manner that allows the Authority Having Jurisdiction (AHJ) over the project’s reviews for expediency of construction if prior approval from CSD is achieved. This method will allow construction to begin prior to the completion of 100% Construction Documents.

It is the objective of CSD to have their projects completed for as low a cost as practical without sacrificing the Owner’s requirements, Design Standards, and/or Long-term Operating / Life Cycle costs.

Refer to **Attachment E – Project Schedule** for proposed delivery timeframes.

Sustainability:

In pursuit of high performing, healthy learning environments, City Schools of Decatur (CSD) is committed to incorporating environmentally sustainable practices in the planning, design, renovation and/or construction of its facilities. This includes the conservation of energy and water, as well as natural and manufactured resources. CSD recognizes that high performing schools enhance learning and it is our goal to maximize the educational experience of our students through industry standard sustainability strategies for optimizing energy efficiency, indoor air quality, acoustics, thermal comfort and daylighting.

C. **INFORMATION FOR OFFERORS**

1. **RFP TIMETABLE:**

The anticipated schedule for the RFP and contract approval is as follows:

RFP available	Thursday, March 28, 2019
Deadline for submission of questions	Friday, April 12, 2019 at 12:00 (Noon) P.M. E.D.T
Deadline for receipt of Submissions	Thursday, May 02, 2019, 11:00 A.M. E.D.T
Submission Evaluations	May 03 – 06, 2019
Notify Short List	TBD
Interview Candidates	TBD
Anticipated Contract Award	May 14, 2019 (Board Meeting)

2. **SUBMISSION:**

Offerors must submit one original Proposal (1), Five (5) copies of the Proposal, and (1) additional copy of the Proposal in electronic format on a USB Drive of the complete signed Submission package must be received by Thursday, May 02, 2019 at 11:00 A.M. E.D.T Submissions must be submitted in a sealed envelope or container stating on the outside, the Offeror's name, address, telephone number, the RFP number and title **RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR – RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS**, to:

**City Schools of Decatur – Central Office
ATTN: Operations Department
125 Electric Avenue, Decatur, Georgia 30030**

Hand delivered copies may be delivered to the above address ONLY between the hours of 8:00 a.m. and 4:00 p.m. ET, Monday through Friday, excluding holidays observed by the Owner.

Offerors are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring **the required address information appears on the outer wrapper** or envelope used by such service. Submissions received after the due date and time will not be considered. Having the wrapper or envelope postmarked by May 02, 2019 does not meet the requirements of this Request for Qualifications/Proposals. Delivering the document to a commercial delivery service is also not sufficient until the proposal is received at the designated location.

The Submissions must be signed by an officer or employee of the company, legally authorized to enter into a contractual relationship in the name of the Offeror.

3. **RFP QUESTIONS:**

Any inquiries regarding this RFP must be submitted in writing no later than Friday, April 12, 2019- 12:00 P.M. E.S.T. to: Noel Maloof, Executive Director of Operations, 125 Electric Avenue Decatur, GA 30030, or email: nmaloof@csdecatur.net. Questions will be answered in writing by addendum. Questions received after April

12, 2019 will not receive a response. A list of names of firms providing submissions may be obtained from him via email request after the submittal due date and time stated herein.

4. ADDITIONAL INFORMATION/ADDENDA

CSD will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the SUBMISSION DUE DATE. Offerors should not rely on any representations, statements or explanations other than those made in this RFP including the Attachments or in any addendum to this RFP.

Where there appears to be a conflict between the RFP and any addenda issued, the last addendum issued will prevail.

5. LATE PROPOSALS, LATE MODIFICATIONS AND LATE WITHDRAWALS

Submissions received after the SUBMISSION DUE DATE and time will not be considered. Modifications received after the SUBMISSION DUE DATE will not be considered. No responsibility shall apply to the City Schools of Decatur for the premature opening of a Submission Package not properly addressed and identified, and/or delivered to the proper designation.

6. REJECTION OF SUBMISSIONS

CSD may reject all Submission packages submitted and reserves the right to waive any irregularities or informalities in any Submission packages submitted or in the Submissions procedure.

Submissions received after said time or at any place other than the time and place as stated in the notice will not be considered.

7. NON-COLLUSION AFFIDAVIT

By submitting Submissions, the Offeror represents and warrants he or she has not directly or indirectly prevented or attempted to prevent competition by any means, has not prevented or endeavored to prevent anyone from submitting a response to this RFP by any means and has not caused or induced another to withdraw a submission for the work. Prior to commencing the work, the successful Offeror shall be required to make an oath in writing to this affect.

By submitting Submissions, the Offeror represents and warrants no official, employee or agent of Owner or Authority has been offered, has accepted, or has been contracted to accept, either directly or indirectly, any part of the pay or profit arising out of the contract(s) that may result from this RFP.

8. COST INCURRED BY OFFERORS

All expenses involved with the preparation of Submissions, or any work performed in connection therewith are the responsibility of the Offeror(s).

9. MINORITY BUSINESS POLICY STATEMENT

The Board of Education of the City Schools of Decatur does not discriminate on the basis of race, color, religion, sex, national origin, disability, age, marital status, sexual orientation, or gender identity in its employment practices, programs, activities, or student placement.

The City Schools of Decatur encourages Minority and Women Businesses to compete in the RFP process and encourages all businesses to provide for the participation of MBE/WBE businesses through partnerships, subcontracts and other contractual opportunities.

10. PROJECT ORGANIZATION

The Board of Education of the City of Decatur is the governing body of CSD and has authorized the Superintendent of CSD to administer this project.

11. CONTACT WITH CSD STAFF

Except for the submission of written questions directed to Jason Ware, as previously set forth in this RFP, on or after March 28, 2019, any contact made by an offeror with CSD Staff will result in immediate disqualification of said entity. Contact is only permitted after May 14, 2019.

12. RFP DOCUMENTS

The RFP documents consist of this RFP and the following Attachments which are incorporated herein by reference:

- A. GENERAL SCOPE OF WORK**
- B. SCHOOL SCOPE OF WORK**
- C. Acknowledgement of Addendum Form (*required submittal*)**
- D. Reference Survey Form (*required submittal*)**
- E. PROJECT SCHEDULE**
- F. Construction Management Contract (*Sample Template*)**
- G. Contractor Security and Immigration Compliance Affidavit**

SECTION II – PROPOSAL REQUIREMENTS

Submissions shall not exceed Fifty (50) typed pages. Font shall be no less than 10 point and you may utilize double siding. All Submissions shall include the information indicated below **and in the following order with individual Tabs for each section and sub section.** *Tabs and other dividers do not attribute to your overall page count.*

All Submissions received will become a part of the official contract file and may be subject to disclosure.

CSD is a governmental entity that is subject to the Georgia Open Records Act (“ORA”). After contract award, documents submitted to CSD in the bidding process are presumed to be subject to the ORA; however, documents that an offeror contends contains specific trade secrets may be marked as trade secrets. An offeror is required to submit and attach to the specific trade secret record an affidavit affirmatively declaring the specific information in the records that constitutes a trade secret, as defined by Georgia law. If the offeror attaches such an affidavit and if inspection or copies are requested under the ORA, CSD will contact offeror to advise offeror that said documents have been requested and will be produced if CSD determines they do not constitute trade secrets. Offeror shall have the amount of time stated in the notice to seek legal remedy preventing the disclosure of the documents. If CSD has not received a valid judicial order or decree preventing the disclosure of the documents, they will be disclosed in accordance with the time requirements contained in the ORA.

A. QUALIFICATIONS SECTION:

All Submissions should include the information outlined below in the following order and separated by tabs:

1. **A. Cover Letter & Statement of Interest** - Briefly, tell why your firm is interested in the CSD Bond Capital Improvement Project. This information shall include the following:
 - Number of projects the firm has undertaken in the last five (5) years with a construction value of at least \$1,000,000. (E.g. XYZ firm has commenced and/or completed 10 projects in the last 5 years with a minimum construction value of \$1 MIL). *Prefer New Construction.*
 - Provide at least Three (3) relevant K-12 projects in which you have successfully provided Construction Management services in a similar contractual arrangement. *Prefer Phased CM Packages for New Construction.*
 - Explain experience in participating in K-12 Community Interaction Forums.
 - Explain experience working with Municipalities, DeKalb County, and State Agencies such as GA DOT and GA DOE.
 - Explain experience delivering projects on time, within budget, and with high quality of standards.
 - Provide awards or acknowledgements.
 - Provide examples indicating your ability to be flexible and fluid when it comes to changes in your construction processes.
 - Provide examples of 21st Century K-12 Construction and Technological Systems.

B. Acknowledgement of Addenda: Include completed Acknowledgement of Addenda form from **Attachment C** of this RFP.

2. Firm Description and Information

- Basic company information
- Company name
- Address & Zip code
- E-mail address & Name of primary contact
- Telephone number
- Fax number
- Number of years in business
- DUNN and BRADSTREET Number
- Form of ownership, including state of residency or incorporation for the CM
- Succinctly describe the history and growth of the firm.

3. Firm Financial Information

Letter from Financial Institution indicating financial strength of firm to include as **minimum** financial ratios such as:

1) Utilization Rate - Defined as the ratio of direct labor costs to total labor costs.

2) Net Labor Multiplier – Net service revenue divided by direct labor costs. A firm with a higher net labor multiplier is generating more revenue from its direct labor costs. This could be due to pricing premium or to managing projects more efficiently through better staffing and execution.

3) Revenue Factor - A firm's utilization rate and net labor multiplier each supply valuable information for judging how well a firm manages its labor costs and project performance. Taken together, however, they produce a reliable measure for determining a firm's ability to manage its total labor costs effectively.

4) Overhead Rate – To calculate your overhead rate, divide all overhead costs—marketing and selling, general and administrative, indirect labor, payroll expenses, and any other expenditures that are not reimbursed or chargeable directly to a specific job— by direct labor costs. The proper calculation and monitoring of the overhead rate is vital both to determine the hourly rate to charge and as the basis of flat fee calculations.

5) Average Collection Period - The rate at which a company converts billings to cash—its average collection period (ACP)—is calculated by dividing accounts receivable by the average gross revenue per day generated by the firm. This gives the average number of days it takes a firm to collect on its invoices.

6) Bonding:

A. Identify the CM Firm's surety or sureties:

The CM Firm's surety or sureties must be licensed in Georgia, be currently rated "A-" or better by A.M. Best Company and, additionally, shall be currently listed on the U.S. Department of Treasury's Listing of Approved Sureties (Department Circular 570) as a surety authorized to write bonds for the U.S. Government with a total underwriting limitation of the CM Firm's surety or sureties equal to or

greater than the Estimated Construction Value for the project stated on page one of this form.

- B.** State the CM Firm's current per project bonding capacity with its surety or sureties:

Per Project: \$ _____

- C.** The CM Firm's current bonding capacity per project must equal or exceed the Estimated Construction Value for the Project \$5,000,000.00.

- D.** State the unused amount of the line of bonding credit (aggregate) currently available to the CM Firm:

- E.** State the name(s), address(s), and telephone number(s) of the CM Firm's surety agent(s) or underwriting contact(s) for the past five (5) years:

Current _____

One Year ago _____

Two Years ago _____

Three Years ago _____

Four Years ago _____

- F.** State whether performance or payment bond claims have been made to the CM Firm's surety on any project within the past five (5) years:

If the answer to the preceding question is "yes," describe each claim, the name of the project, the owner, the name of the company or person making each claim, the date of each claim, the circumstances of each claim, and the resolution of each claim:

- G.** State whether any surety has refused to bond the CM Firm on any project in the past five years.

If the answer is "yes," state the name of the project and specify the reasons given for each refusal, the date of each refusal, and the name and address of the surety that refused to bond:

4. Firm Current Legal Status

- Regarding litigation with owners, project managers, sub-contractors/consultants and vendors: List any active or pending litigation an owner, project managers, sub-contractors/consultants or vendor has against the firm and explain. List any active or pending litigation firm has against any Owner, project manager, sub-contractors /consultants and vendors and explain.
- Other than that, just listed, has any member of the CM firm been involved in any relevant litigation in the past five years? Explain.
- Has the CM firm ever failed to complete any work awarded to it or has it been removed from any project awarded to the firm? Explain.

5. Firm's Relevant Project Experience and Reference Projects

Relevant project experience includes similar building type and delivery method relevant to the types of projects to be constructed or renovations/additions on operating campuses. Of special interest will be firm's experience with Georgia K-12 educational facilities, and experience with Sustainable Facilities. Experience in project phasing will be essential as well.

Describe no fewer than Two (2) and no more than Five (5) projects in order of most relevant to least relevant that demonstrate the firm's capabilities to perform the Project at hand. For each project, the following information should be provided:

- The name of the organization to which the services were provided;
- Project name
- Project location
- Dates during which services were performed
- Physical description (e.g., square footage, number of stories, site area, etc.)
- Brief description of project
- Services performed
- **Statement of performance versus owner expectations, including concept, cost, quality, and schedule**
- One (1) representative photo of the project
- Owner Budget_____ versus Delivered Cost_____
- Owner Schedule_____ versus Delivered Schedule_____

6. Firm References

For at least Two (2) of the maximum Five (5) projects listed in item #5 above, provide the following. Reference forms are to be completed by the client or person providing the reference.

- Provide minimum of Two (2) Reference Survey Forms (**See Attachment "D"**) for references from Owner's for whom the firm has provided Prime Construction Management services of a nature and quality similar to those described herein. It is recommended that a Survey Form be provided for each Reference project provided.
- **For item 6.b, provide the written statement from each Owner as to whether the project finished on time and on budget or if not why.**

7. CM Personnel Capability

- Provide information about the firm's personnel resources, including classifications and numbers of employees and the locations and staffing of offices.

Owner seeks a firm with experience on significant K-12 campus projects indicating it has successful completion of projects with difficult time constraints, and staff with sustainability experience. **National reputation is not a major concern, but successful experience is.**

B. PROPOSAL SECTION:

All Submissions should include the information outlined below in the following order and separated by tabs:

1. **Understanding of the Projects** – Provide a statement of the firm's understanding of the Project and Phases and the importance of their integration into the campus wide system. Submit a list of services to be provided by the firm that will address the completion of phases and their

integration into the remainder of the campus as required. At a minimum, the following should be included:

- Pre-Construction / Design Phase approach to the identified Projects.
- Design Assist on Mechanical, Electrical, Plumbing, Fire Engineering systems.
- Schedule approach to completing these projects within time constraints.
- Cost management approach to developing, verifying, modifying, and submitting costs in a phased manner to the Owner for consideration that will ensure the completed projects will be within cost constraints and meeting their Design Standards.
- Approach to developing, verifying, and managing potential and / or required long-lead items necessary for the project.
- Approach to developing, verifying, and managing potential material cost escalation situations.
- Quality management approach to verifying and assuring quality materials are selected, procured, and installed with acceptable construction industry standards.

2. CM Assigned Personnel Capability

- Provide specific resumes / qualifications and descriptions of roles for key personnel proposed to be assigned to this project. Provide information relating to whether the team proposed has worked together or not and if so on what projects. CSD prefers key personnel who have worked on K-12 or other similar Educational projects.
- Provide an organizational chart of key personnel proposed for this project in the areas of construction management, major sub-contractors, and any other areas necessary to complete the project.

3. Additional Services Required – Based upon the firm's understanding of the projects, identify any additional services that might be required to complete the projects that have not been previously covered elsewhere in the respondent's qualifications submittal package. Describe how and when you would determine if these services are required, how you would notify the owner and who would be responsible for the fees for these services.

4. Computer Capabilities

Describe your firm's in-house capabilities in the following areas:

- Building Information Modeling / Clash Detection-Submittal Process / Post Construction - As Built Model (LOD 400) development.
- Internet based collaboration tools for design and construction (name, version of software used).
- Electronic transmittal of drawings, documents and general construction communication. This should include software for contract and document management, document file transfer protocol and or repository, etc. (name, version of software used – e.g. Newforma).
- Regular Business Software such as Spreadsheet, Word Processing, Presentation, and communications.
- Project Construction Budgeting / Cost Estimating / Reporting in electronic format (name, version of software used).

- Interface provided to CSD and Public on Project Updates and Presentations.

5. Current Project Assignments

Identify the current project assignment(s) and the currently identified completion date(s) for projects currently being managed by the proposed Key Staff for these projects. Indicate the availability of personnel as a percentage of their available time per each person.

6. Statement of Why the Proposing Firm Should Be Selected

This section provides each firm the opportunity to provide specific information that differentiates them from other offerors. **This differentiation MUST be something stated that has not been previously stated in the RFP elsewhere.** This statement is limited to one page.

C. PRICING SECTION:

It is the intent of the Owner to utilize a Construction Management at Risk contract for the Cost of the Work plus a Fixed Fee with a Guaranteed Maximum Price (GMP).

- Pre-Construction Phase Compensation. Owner shall pay Construction Manager "Pre-Construction Compensation" consisting of the Reimbursable Expenses Construction Manager incurred in performance of Pre-Construction Phase Services, plus the Pre-Construction Phase Fee. The Pre-Construction Phase Compensation shall be deemed to include, without limitation, such items as overhead, profit and all expenses incurred in performance of the Pre-Construction Phase Services.
- Construction Phase Compensation. For Construction Manager's performance of the Work and all Construction Phase Services in strict conformance with the Contract Documents, and subject to the GMP, Owner shall pay Construction Manager "Construction Phase Compensation" consisting of: Subcontract Costs, plus Reimbursable Expenses incurred in performance of Construction Phase Services and the Work, plus the Construction Phase Fee. The Construction Phase Compensation shall be deemed to include, without limitation, such items as overhead, profit and all expenses incurred in performance of the Work and all Construction Phase Services.

1. Renfro Middle School Projects

CM Pre-Construction/Construction Fees	\$ _____
Budget Estimate on ROTC Obstacle Course	\$ _____
Budget Estimate on Gardens	\$ _____

SECTION III – EVALUATION AND SELECTION PROCESS

1. Selection Committee

The selection of CM will be by a Selection Committee comprised of representatives of CSD and others, as appointed by the School Superintendent.

2. Initial Written Submittal

The Selection Committee will receive and review submittals in an effort to determine compliance with the format set out on Section II of this RFP. Review of Submissions by Selection Committee members will be evaluated against a set of weighted criteria (See table below) to determine those firms meeting minimal qualifications and those whose proposed approach best suits the needs of CSD's BOND Capital Improvement Program.

The Selection Committee will review the Qualifications & Proposal sections of the submittals. Once this review is completed, each Submission will be scored and ranked. No more than the top five highest ranked firms will become short-listed and then asked to present to the Selection Committee in a technical presentation with a questions and answer period. This presentation will include forty-five (45) minutes for presenting and fifteen (15) minutes for questions and answers.

TABLE - Evaluation of Weighted Criteria

The Selection Committee will evaluate the Submissions of each firm based upon the criteria listed in the table below. The Owner has judged each major category of criteria to be worth the point value given, as a maximum, in establishing committee rankings of submittals.

No.	<u>QUALIFICATIONS</u> Major Category	Max Points	Criteria
1	Cover Letter & Statement of Interest <i>(point value=25)</i>	25	Introduction of firm, firm background; clarity in expressing interest, specific and compelling reasons why program is a good fit for the firm/team
2	Firm Description and Information <i>(point value=10)</i>	10	Basic company information; Form of ownership; history and growth of your firm(s).
3	Firm Financial Information <i>(point value=15)</i>	15	See Section II -Item Number 3 in this RFP
4	Firm Current Legal Status <i>(point value=20)</i>	20	Firm's litigation record
5	Firm's Relevant Project Experience and Reference Projects <i>(point value=30)</i>	30	Firm's experience with projects using delivery method Firm's experience with K-12 projects. Firm's experience with large-scale projects of occupied buildings Firm's experience with preconstruction, construction, and post construction services

No.	<u>QUALIFICATIONS</u> Major Category	Max Points	Criteria
6	Firm References (point value=25)	25	Quality of references from an Owner for the proposed firm; Quality of references from a Contractor for the proposed firm; Professional recognition of the firm through general acclaim, awards, publications, etc.; Record of constructing projects on time and at budget
7	Firm's Team / Personnel Capability (point value=30)	30	Depth of resources with experience and ability, Lead CM Project Manager, Superintendent (s) and other Key personnel Roles Specific personnel experience with K-12 facilities; Qualifications and experience of proposed Key sub- contractors & consultants
1	<u>PROPOSALS</u> Understanding of the Project (point value=30)	30	Firm's demonstrated ability to present design-construction phase info, deliverables, and resources needed to complete each project; Firm's demonstrated ability to communicate potential issues that may have an impact on the technical, administrative, community participation, and design-construction tasks; Firm's demonstrated ability to present their capabilities, through previous experience, that shows how the firm can solve complex project issues creatively
2	Additional Services Required (point value=5)	5	Identify any additional services that might be required in order to complete the projects.
3	Computer Capabilities (point value=10)	10	<ul style="list-style-type: none"> • File Transfer Protocol (FTP), Submittal processes • Regular Business Software such as Spreadsheet, Word Processing, Presentation, and communications • Project Construction Budgeting / Cost Estimating / Reporting and Management
4	Current Project Assignments (point value=15)	15	Availability of the proposed Team for this Project and Firm's office workload covering the expected period of work
5	Statement of Why Firm Should Be Selected (point value=20)	20	Provide specific information that differentiates firm from others in the competition
6	Responsiveness of Submittal (point value=5)	5	Extent to which the instructions in the RFP were followed
1	<u>FEE SCHEDULE</u> (point value=30)	30	Refer to Scope Documents to achieve required fees and budget estimates as requested in Section II – Sub Section C Pricing Forms
			TOTAL AVAILABLE POINTS: 270

SECTION IV – CONTRACT REQUIREMENTS

This section describes CSD’s expectations for the selected CM firm. The final terms and conditions of the contract supersede the information provided here. The information below is intended to provide base requirements for Offerors. It is not the intent of CSD to limit opportunities to reduce cost or expedite the schedule. Alternatives that allow the CM to “fast-track” the project and incorporate value engineering and the advantages of such alternatives should be adequately explained in the Submission.

A. FORM OF AGREEMENT

- The Owner intends to enter into a Contract with the Selected Offeror. Conditions of the Contract Agreement shall be communicated via RFP or via Addendum. The Contract Agreement is **NOT** subject to negotiation.
- It is the intent of the Owner to utilize a Construction Management contract for the Cost of the Work plus a Fixed Fee with a Guaranteed Maximum Price (GMP).
- It is the intent of the Owner to execute the contract allowing the CM to complete the Phasing in packages for expediency of construction. Along the way it will be the responsibility of the CM to work with the Owner to ensure the total cost of work is not outside the total project.
- Once a Phasing Package is completed and Construction Documents for permit have been submitted for approval, the CM will be requested to provide the owner with a Guaranteed Maximum Price (GMP) for that package AND each successive construction phase with the total, including all previous phases and Construction estimates, not to exceed the total Project Budget.

B. TERMS OF PAYMENT AND COST CONTROL

The project delivery method to be utilized for this project is CM that incorporates conditions of a cost-plus fixed fee with a Guaranteed Maximum Price contract. This total cannot exceed the project (s) budget.

The CM will be required to provide a detailed cost estimate at the end of each Design Phase. This Design Estimate shall be reviewed and evaluated by the Owner and Design firm as part of a reconciliation process.

Furthermore, once successive Parts of the contract have been executed for construction, the CM shall obtain competitive bids for work that is not self-performing and prepare detailed cost estimates for work it intends to self-perform based on construction documents approved by the Owner and all appropriate permit-issuing agencies. The bids and detailed Construction Documents Estimate shall be reviewed and evaluated by the Owner. While there are no minimum requirements for number of bids or limitations on self-performed work, the CM is required to take all reasonable steps to minimize costs while adhering to CSD’s Design Standards. **Offerors are required to describe their proposed cost control methods in this Submission.**

During construction, detailed cost reports with associated back up will be submitted as part of the Application for Payment. At no time will payments exceed the GMP without prior written and approved Change Orders.

C. INSURANCE AND BONDS

1. The CM shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance specified in the CM Contract. The insurer shall be in good standing within the state of Georgia through the Insurance Commissioner's Office and must be rated A- or better with AM Best Company.
2. The Certificate of Insurance evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting City Schools of Decatur's interest shall not be effective until 30 days after the insurer or the Contractor gives written notice to the Director of Facilities & Maintenance.
3. The Certificate of Insurance shall reference the RFP identification number and description as evidencing this requirement.
4. The Contractor shall insert the substance of this requirement, including this paragraph, in subcontracts under the contract that require work on property and shall require subcontractors to provide and maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Director of Facilities & Maintenance upon request.
5. **Comprehensive General Liability:**
This shall be taken out in the name of the Construction Management firm with the Board of Education of the City of Decatur, the City Schools of Decatur, its board members, officers, and employees, to be included as an additional insured. It shall include: Comprehensive Form, Premise Operations, Explosion and Collapse Hazard, Underground Hazard, Products and Completed Operations Hazard, Broad Form Property Damage, Independent Contractors, Contracts, Personal Injury, etc.
 - Combined Single Limit shall not be less than \$2,000,000.00 for each occurrence and not less than \$3,000,000.00 for each accident
6. **Automobile Liability Insurance:**
Taken out in the name of the Construction Management firm
 - Combined Single Limit shall not be less than \$1,000,000.00 for each occurrence and not less than \$1,000,000.00 for each accident
7. **Worker's Compensation Insurance:**
The Construction Management Firm shall obtain and maintain Worker's Compensation Insurance in accordance with statutory requirements and Employer's Liability Insurance covering all employees of the CM Firm, and any uninsured sub-contractor(s). It shall be the responsibility of the Construction Management firm to ensure their Sub Contractor's compliance with this requirement.
 - Combined Single Limit shall not be less than \$500,000.00 for each occurrenceBefore commencing any job, the CM Firm shall provide the Director of Facilities & Maintenance with satisfactory evidence that the above-mentioned insurance is in force, to be evidenced by an affirmative approval of the insurance from the Director of Facilities & Maintenance.
8. **Sub-CM Firm's Public Liability and Property Damage Insurance:**
For contracts of \$50,000 and greater, the CM Firm shall require each of his sub-contractors to procure and to maintain during the life of his sub-contract, sub-

contractor's public liability and property damage insurance of the type and amount specified previously.

9. CM Firm's Protective Liability Insurance:

This shall be taken out in the name of the CM Firm.

- Personal injury including death - limits of \$1,000,000.00 for each occurrence.
- Property damage- limits of \$500,000.00 for each occurrence and \$500,000.00 aggregate operations.

10. CM Firm's Public Liability Insurance:

This shall be taken out in the name of the CM Firm.

- Personal injury including death- limits of \$1,000,000.00 for each occurrence.
- Property damage - limits of \$500,000.00 for each occurrence and \$500,000.00 aggregate operations. Include broad form property damage liability or equivalent.

11. CM Firm's Builder's Risk Insurance:

This shall be taken out in the name of the CM Firm and shall be in the amount of the total completed value of the structure (including all materials and labor cost, excluding value of land).

D. PERFORMANCE and PAYMENT BONDS

CM's Performance and Payment Bonds shall be issued by a Surety company that is:

- (1) listed in the most current US Treasury List (Circular 570) and who's underwriting capacity, as shown on that list, is ample for the Projects, and
- (2) rated by A. M. Best Co. with a minimum rating of A-.

The CM's Performance and Payment Bonds shall ensure two things:

- (1) The entire financial strength of a solid Surety (insurance company) will stand behind all of the obligations of the firm, and
- (2) The firm will be required to give their individual indemnity agreements to the Surety for this Project.

Before commencing any work, the CM shall provide the Director of Facilities & Maintenance with certificates of insurance or other satisfactory evidence that the above-mentioned insurance and bonds are in force, to be evidenced by an affirmative approval of the insurance from the Director of Facilities & Maintenance.

E. HOLD HARMLESS AND INDEMNIFICATION

The Offeror agrees, insofar as it legally may, to indemnify and hold harmless the Board of Education of the City of Decatur, CSD and their officers, employees and agents from and against all loss, costs, expenses, including attorneys' fees, claims, suits and judgments, whatsoever in connection with injury to or death of any person or persons or loss of or damage to property resulting from any and all operations performed by Offeror, its officers, employees, and agents under any of the terms of the contract.

SECTION V - ATTACHMENTS

- A. GENERAL SCOPE OF WORK**
- B. SCHOOL SCOPE OF WORK**
- C. Acknowledgement of Addendum Form (*required submittal*)**
- D. Reference Survey Form (*required submittal*)**
- E. PROJECT SCHEDULE**
- F. CONSTRUCTION MANAGEMENT CONTRACT (*SAMPLE TEMPLATE*)**
- G. Contractor Security and Immigration Compliance Affidavit**

ATTACHMENT C

Acknowledgement of Addendum Form

RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR
– RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS

The Offeror has examined and carefully studied the Specifications and the following Addenda, receipt of all of which is hereby acknowledged:

Addendum No.	_____	dated _____	Acknowledgement _____
			<i>Initial</i>
Addendum No.	_____	dated _____	Acknowledgement _____
			<i>Initial</i>
Addendum No.	_____	dated _____	Acknowledgement _____
			<i>Initial</i>
Addendum No.	_____	dated _____	Acknowledgement _____
			<i>Initial</i>

Offerors must acknowledge any issued addenda. Submittals which fail to acknowledge the offeror's receipt of any addendum will result in the rejection of the submittal if the addendum contained information which substantively changes the Owner's requirements.

ATTACHMENT D

Reference Survey Form

**RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR
– RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS**

Offeror: _____

Project Name: _____

Project Completion Date: _____

Offerors scope included: _____ Design Phase – Pre-Construction

_____ Construction – Post Construction

Please rate the Offeror 's performance from 1-5 on the following issues by circling the appropriate number where 1 indicates that you least agree with the statement and 5 indicates that you most agree with the statement.

	Disagree					Agree
Completed work on time: Construction	1	2	3	4	5	N/A
Completed work within budget: Construction	1	2	3	4	5	N/A
Provided timely and accurate information: Construction	1	2	3	4	5	N/A
Worked well with Owner's staff: Construction	1	2	3	4	5	N/A
Exercised project safety: Construction	1	2	3	4	5	N/A
Provided quality materials and workmanship: Construction	1	2	3	4	5	N/A
Would use firm again: Construction	1	2	3	4	5	N/A

Completed by: Name: _____

Entity: _____

Address: _____

Telephone: _____

Fax: _____

Signature: _____ Date: _____

Thank you for your assistance.

ATTACHMENT E

PROJECT SCHEDULE

**RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR
– RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS**

Project Delivery Process

- ☐ **Award (May 14, 2019)**
- ☐ **Construction Phase (June 01 - July 31,2019)**

ATTACHMENT F
CONSTRUCTION MANAGEMENT CONTRACT (*SAMPLE TEMPLATE*)
RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR
– RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS

ATTACHMENT G
CITY SCHOOLS OF DECATUR

Contractor Security and Immigration Compliance Affidavit
RFP # 19-006 CONSTRUCTION MANAGEMENT AT RISK FOR CITY SCHOOLS OF DECATUR
– RENFROE MIDDLE SCHOOL ROTC TRAINING CENTER & GARDENS PROJECTS

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 the Board of Education of the City of Decatur has registered with and uses the federal work authorization program 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

Date of Contractor

Name of Project

Name of Public Employer

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

Signature of Authorized Officer or Agent

Printed name and Title of Authorized Officer or Agent

Executed on the ____ day of _____, 20__ in _____(city), Georgia.

Sworn to and Subscribed Before Me this ____ day of 20____

Notary Public

My Commission Expires: _____

Renfroe Middle School

ROTC Obstacle Course & Gardens

PART 1 – CONSTRUCTION MANAGER’S GENERAL RESPONSIBILITIES

1. Scope of Services include, but is not limited to:
 - Site analysis and Mobilization Plan for each school
 - Management and execution of a Safety Plan
 - Prepare project schedule and monthly updates
 - Provide necessary Insurance
 - Provide 100% Performance and Payment Bonds prior to Construction
 - Suggest value engineering alternatives and incorporate same into documents once approved
 - Management and execution of Design Phase Services
 - Management and execution of all required permits
 - Management and execution of the Procurement Phase
 - Management and execution of all Construction Phase activities
 - Management and execution of the Post Construction Phase
 - Execute fully the requirements and intent of the RFP
2. The Construction Manager (CM will be required to assume an active role in the control of time and cost of the project. The CM shall develop a Master Project critical path method (CPM) schedule reflecting all phases of the project including design, procurement, construction and project closeout to the satisfaction of CSD. The schedule shall reflect agreed upon milestones for evaluation of progress and show relationships between tasks, activities, shutdowns and inspection/approvals by responsibility, design discipline, construction trades and phase of the program. Preparation and adherence to the Project Schedule shall be a contractual responsibility of the CM. In addition to the CM’s work, the schedule should include the timing and coordination of owner supplied / owner installed items. These items will be determined during the Design phase. The CM shall remain fully responsible for constructing the project within the established budget and time constraints.
3. The CM shall develop, manage and execute a safety program for all phases of the work with periodic reporting to the City Schools of Decatur through its Representative. Refer to the Project specific scope descriptions for more details.
4. The CM shall make weekly reports to CSD’s Representative indicating the status of all activities and depicting their impact on the schedule, budget and function of the project and impact on current operations of the affected facility.
5. For the duration of the CM’s contract they will provide an on-site office (This can be located within the existing Career Tech Building) which will include at a minimum; offices for assigned CM Team and Conference space for meetings.



Renfroe Middle School

ROTC Obstacle Course & Gardens

PART 2 - CONSTRUCTION MANAGER'S - DESIGN PHASE RESPONSIBILITIES

1. The CM will be responsible for making all applications for various building and other development permits. This includes coordinating the preparation of applications, drawings, exhibits, surveys, design computation summaries, and other documents needed with the Design Team to file for and obtain all necessary permits and to satisfy the Owner and Jurisdiction that the intent of any RFP is being met. Responsibilities shall include, but not be limited to:
 - Coordinate and provide Constructability Reviews of the Design teams design development and construction documents.
 - Coordinate timing for review and approval by the proper local and/or state agencies and CSD's Staff as required to obtain approval.
 - Coordinate all aspects of the design related to matching scope to budgets.
 - Update the project's schedules with each payment request.
 - Coordinate all documents necessary to obtain all required permits. All permit and other fees are the responsibility of the CM.
 - Conduct, record and distribute meeting minutes of progress meetings with CSD's Staff.
 - Prepare and submit a detailed Preliminary Design Estimate, (DD), and Construction Documents Estimate of the construction cost for the Project based upon approved plans.
 - Coordinate with DOE Requirements and attend all necessary meetings with DOE Representatives.
 - Prepare all necessary supporting documents for DOE Reimbursement, along with the submission of the CM Application for Payment on a monthly basis.
 - Assist CSD in the integration of the CSD Design Standards for MEP within all Project Specifications and Contract Documents.
 - Provide MEP/Fire Engineering Sub Contractors with Design Assist Capability to evaluate and finalize Contract Documents for these systems.
2. It shall be the CM's responsibility to assist CSD in coordinating the development of a MEP design that is in accordance with all CSD Design Standards, applicable codes, rules, regulations and that is functional, buildable, and maintainable to the complete satisfaction of CSD, for a total cost (including all phases) within the allocated project budget.



Renfroe Middle School

ROTC Obstacle Course & Gardens

PART 3 - CONSTRUCTION MANAGER'S - CONSTRUCTION RESPONSIBILITIES

1. Construction for the project will commence with the issuance of a Notice-to-Proceed in writing by CSD's Representative and will terminate when the final payment is made by CSD's Representative to the CM. Substantial Completion will occur when the project is ready for its intended use in accordance with the approved plans and specifications AND the local Authority Having Jurisdiction over the project authorizes and issues a Certificate of Occupancy.
2. Scope of Services during the Construction Phase includes, but is not limited to:
 - Construction of the Project.
 - Construction management and administration.
 - Prepare all necessary supporting documents for DOE Reimbursement, along with the submission of the CM Application for Payment on a monthly basis.
 - Coordinate and Schedule purchase and installation of all required systems and components.
 - Present Construction Update Reports.
 - Provide Quality Control Inspections by the CM with monthly reports issued to CSD's Representative by the CM's design professionals during construction.
 - Provide Project/Field engineering.
 - Provide Construction supervision.
 - Host meetings with CSD's Staff; record and distribute minutes. It is the desire of CSD to have bi-monthly meeting.
 - CM will coordinate with the CSD Representative to ensure required staff and others are scheduled.
 - Schedule updates at least monthly.
 - Coordinate/schedule Material Testing / Special Inspections as required by the specifications and direct provided by CSD Material Testing/Special Inspections firm.
 - Obtain and pay for all required inspections and permits.
 - Minimize disruption to CSD operations.
 - Pay for all goods and services and provide releases to CSD's Representative as required during execution of work.
 - Provide information to assist CSD's Representative with Completion Reports
 - Arrange for training CSD's Representative in operations and maintenance procedures by manufacturers' representatives

PART 3 - LOW VOLTAGE / TECHNOLOGY INTEGRATION CONSTRUCTION MANGER'S CONSTRUCTION RESPONSIBILITIES

1. Scope of Services during the Construction Phase includes, but is not limited to:
 - Coordination of construction of LV Infrastructure (including necessary conduit, raceways, boxes, and Electrical Power)
 - Coordination with all CSD Sub-Contractors and Vendors.
 - Coordinate and Schedule installation of all Owner Direct Purchased Equipment.



Renfro Middle School

ROTC Obstacle Course & Gardens

PART 4 - CONSTRUCTION MANAGER'S - POST CONSTRUCTION RESPONSIBILITIES

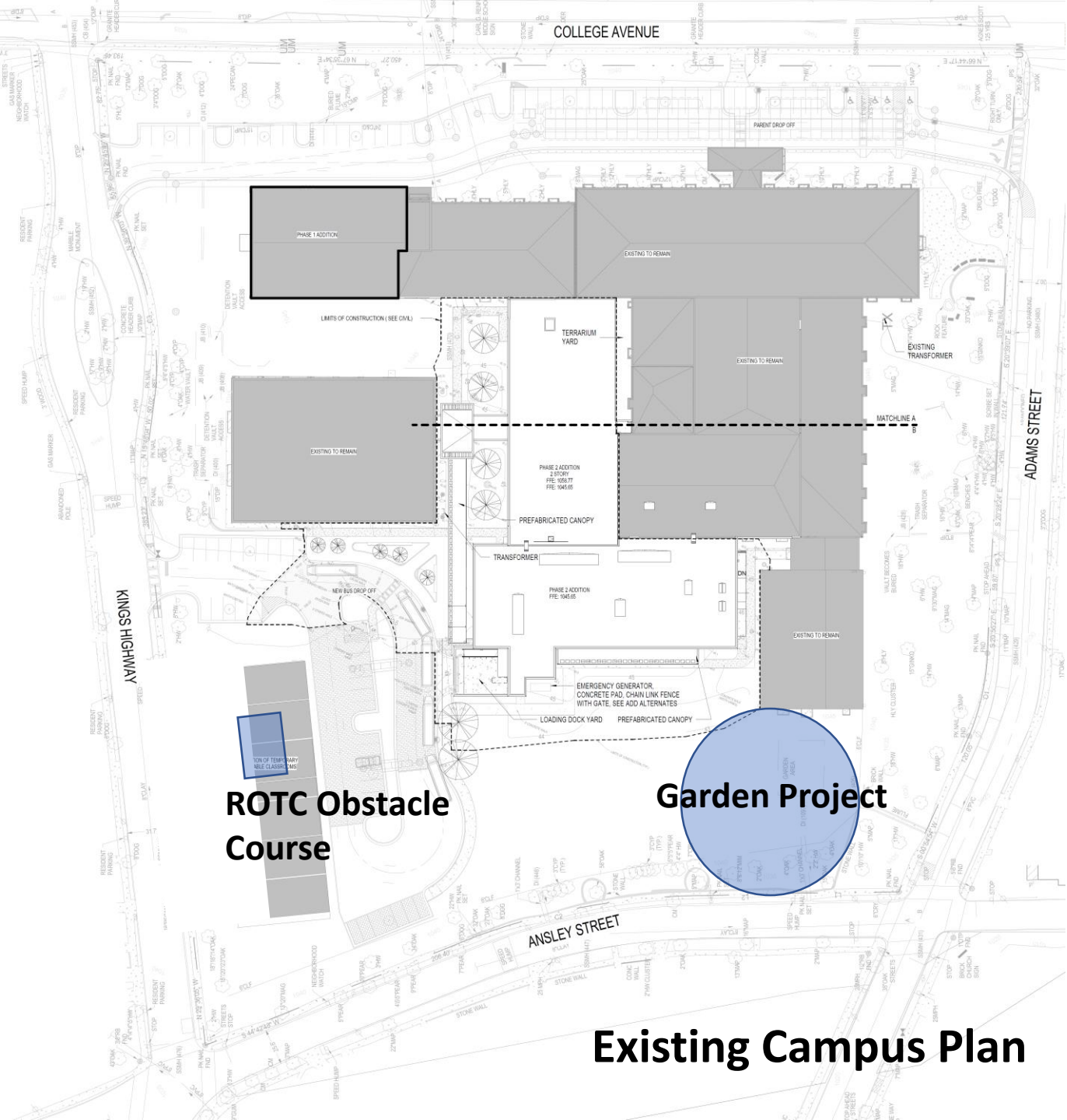
1. Items on the punch list must be completed and Final Completion must be achieved within thirty (30) days of Substantial Completion or as provided for on the approved Project Schedule. Also, within one (1) month of substantial completion, the CM shall provide five (5) copies of a final report. This report is to include:
 - Copies of all meeting minutes
 - Copies of all permits
 - Correspondence with regulatory agencies, if any
 - Warranties and guarantees
 - Electronic Operation and maintenance Manuals on contained on (2) each external hard drives
 - Statement certifying Project Completion
 - Final Summary of all costs
 - Complete all requirements of the RFP
 - Warranty Inspections
 - Conduct Warranty Review/Facility Inspection one month prior to the end of the general warranty period with CSD and facility staff to identify and resolve outstanding warranty issues prior to the end of the warranty period.



Renfroe Middle School
ROTC Obstacle Course & Gardens

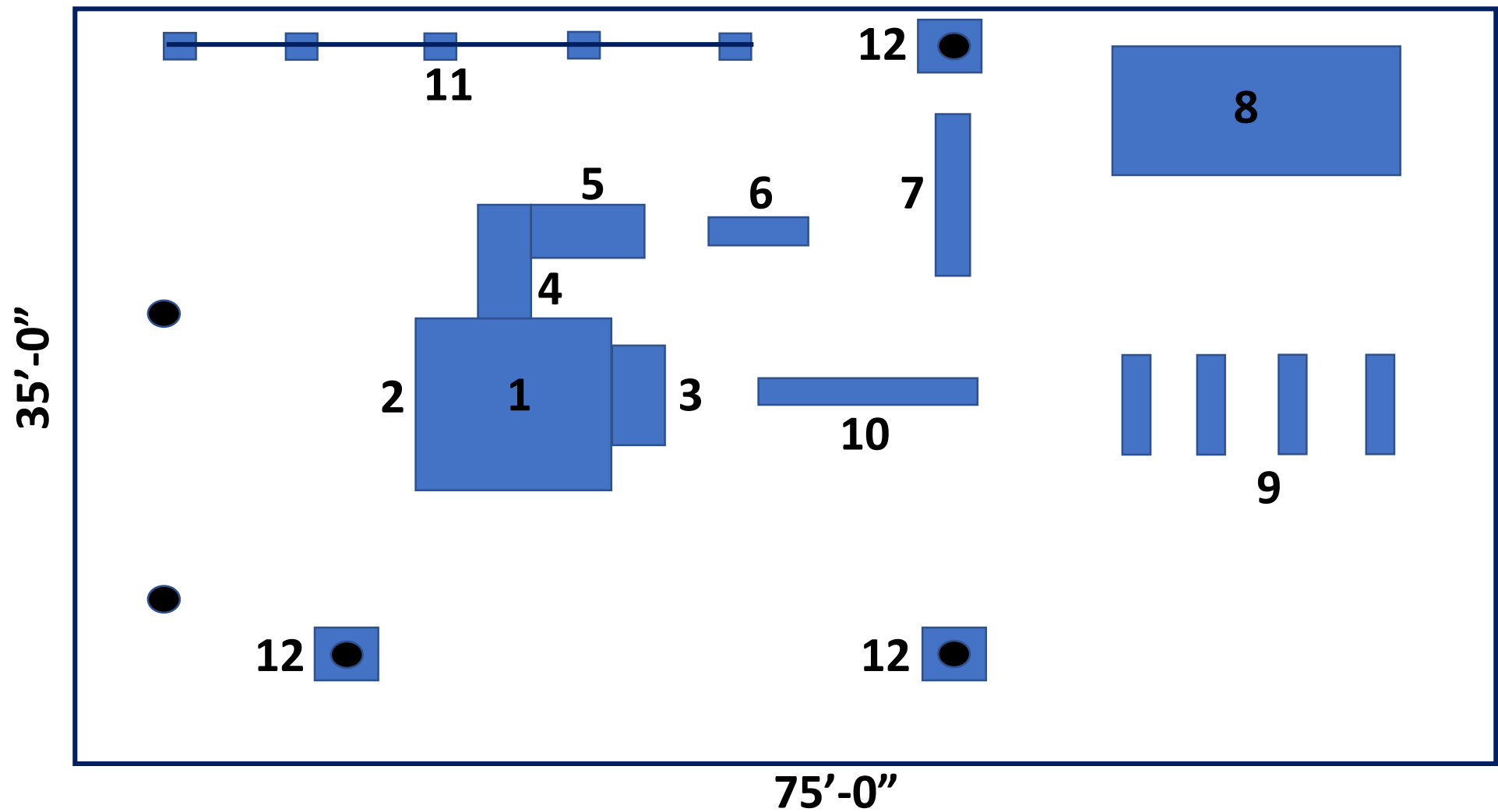


RFP 19-006 - Attachment B
School Scope of Work



Existing Campus Plan

Renfro Middle School
ROTC Obstacle Course & Gardens

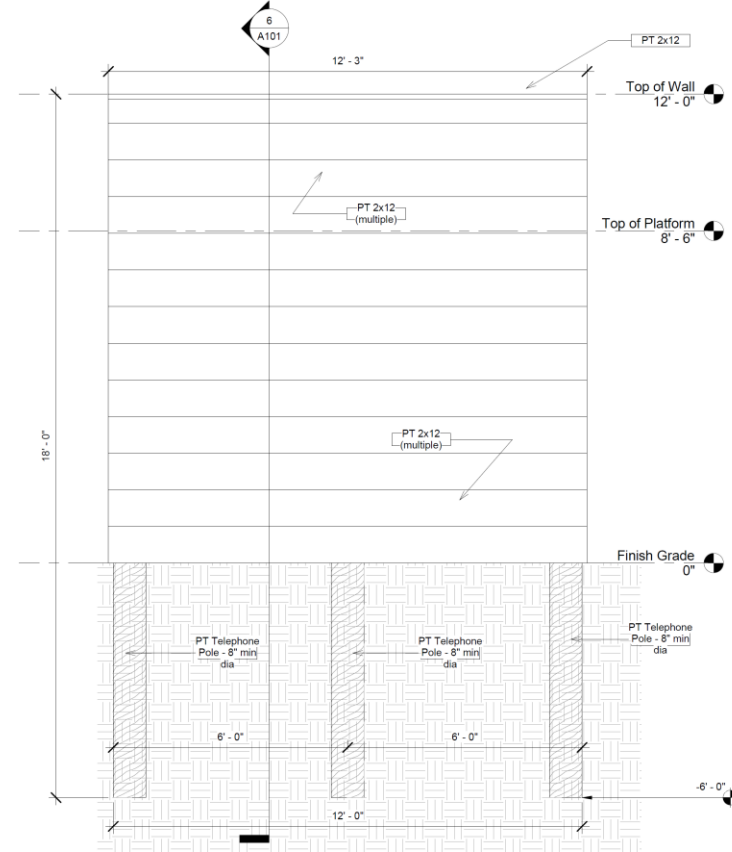


Renfroe Middle School ROTC Obstacle Course & Gardens

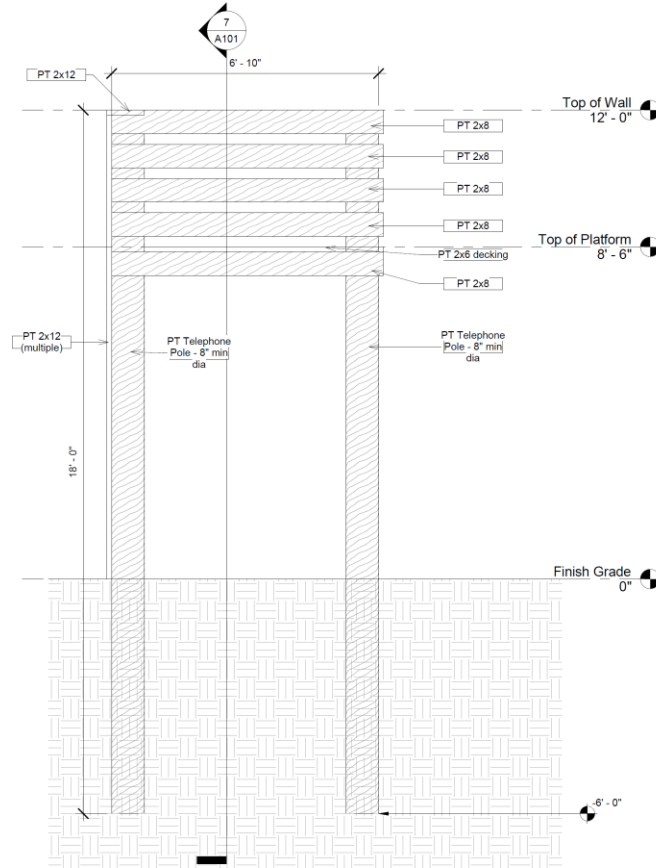
- Item No. 1 - 4. 12 Foot Wall- This is an element that includes the vertical rope, monkey bars, and diagonal ladder - Refer to Architectural Drawing**
- Item No. 5. Free Hang Bars- A 10ft long 8ft tall obstacle that uses metal bars hanging from chains. This is made from 4x6 inch beams.**
- Item No. 6. Low Crawl-This is a 10ft long 2ft corrugated pipe that is secured between 4x4's and is used as a low-crawl.**
- Item No. 7. Pull up bars- This element is three to four pull up bars 6- 7 feet off the ground.**
- Item No. 8. Whale watch- This element is a 10ft by 6 ft wooden platform balanced on a 4x4 that is laying directly on the ground.**
- Item No. 9. Up and Overs- This element is a series of four 6ft wide hurdles made of 4x4 vertical beams that support a horizontal 4x6 beams increasing in height from 3ft to 6ft.**
- Item No. 10. Balance Beam-This element is a balance beam 1ft tall, using vertical 4x4 beams and one 10ft horizontal 4x4 beam.**
- Item No. 11. Mohawk Walk-The Mohawk Walk is a series of foot cables strung between trees or poles, typically in a zig-zag pattern.**
- Item No. 12. Three rope bridge poles- This element is made up of a group of buried telephone poles. The poles are buried 8-10 feet in the ground with an exposed height of 10 feet. For these, the length of pole in the ground is very important due to the amount of tension on them.**



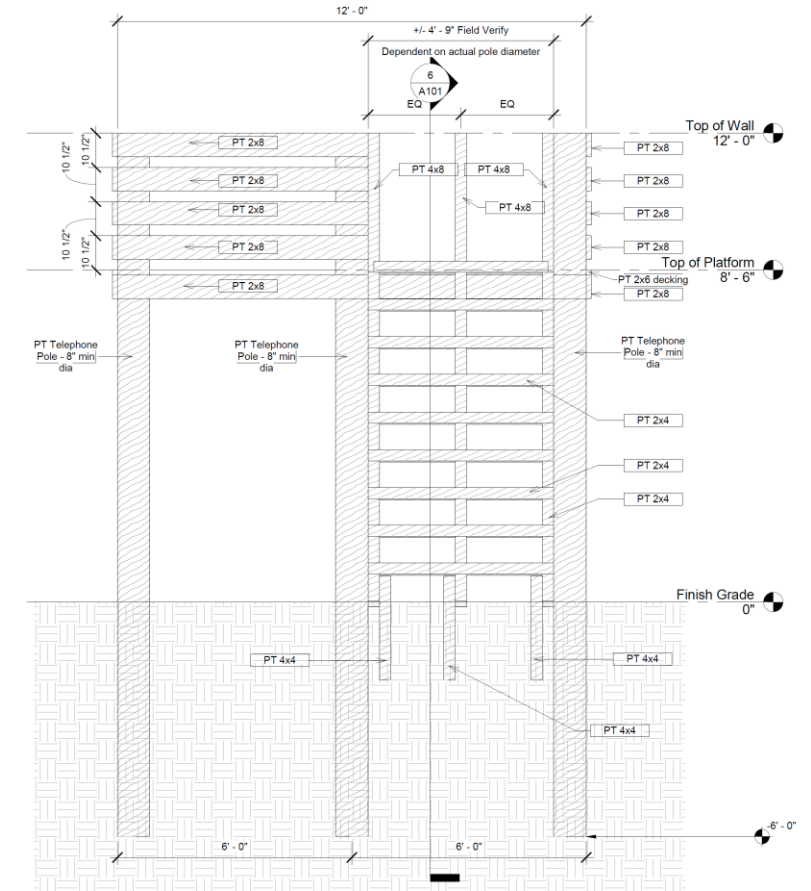
Renfro Middle School ROTC Obstacle Course & Gardens



5 Raider Wall - Wall Elevation
1/2" = 1'-0"



4 Raider Wall - Side Elevation
1/2" = 1'-0"



3 Rider Wall - Ladder side Elevation
1/2" = 1'-0"

NOTE:

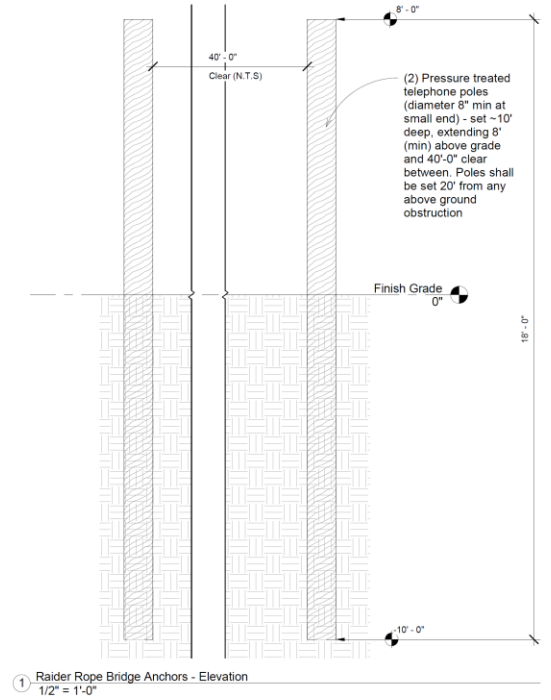
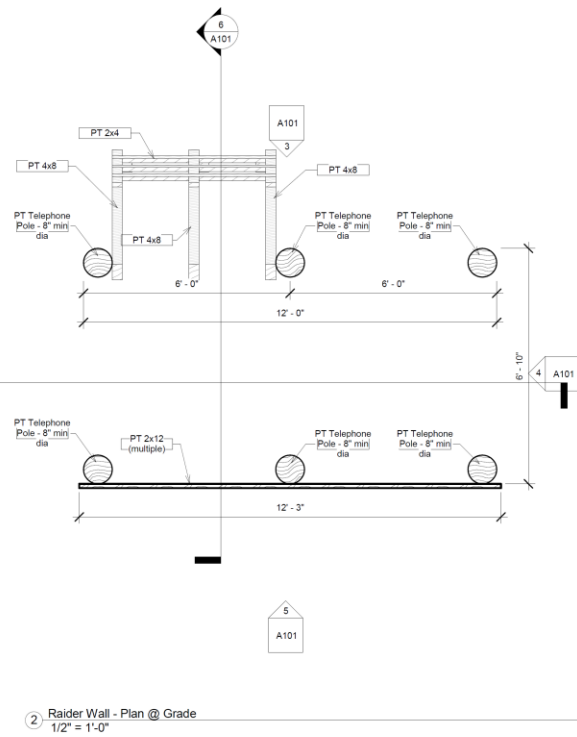
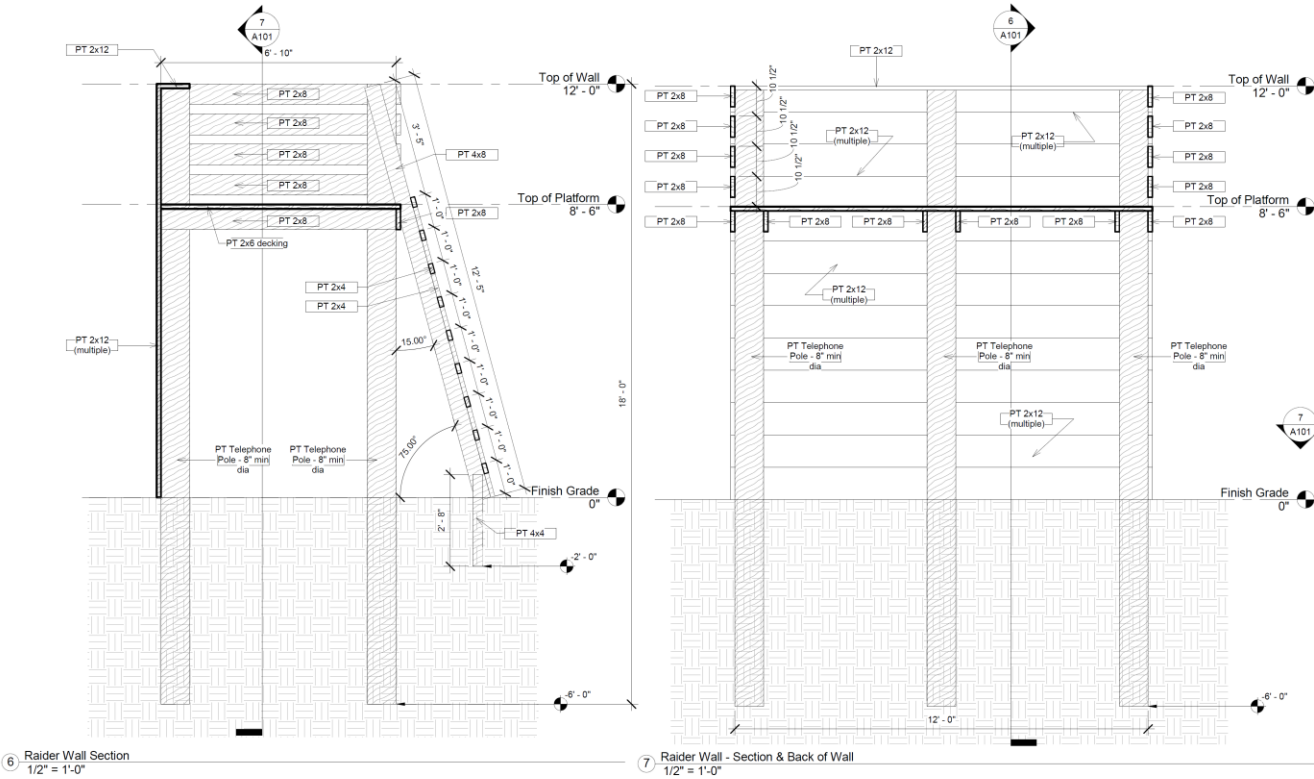
1. At each location where two members CAN be connected - they SHALL be connect.
2. All connections between members other than PT 2x4s or PT 2x6 decking SHALL consist of (2) 3/8" dia galvanized carriage bolts with washer, lock washer, and nut per connection
3. All decking shall be attached to supporting framing with (2) 3 1/2" coated deck screws at each supporting framing location
4. All PT2x4 ladder rungs shall be attached to each PT4x8 ladder rails with (2) 3 1/2" coated deck screws
5. All PT2x4 ladder rungs shall be provided with continuous PT2x4 blocking between rungs (over PT4x8 ladder rails). Blocking shall be attached to PT 4x8 ladder rails with (4) 3 1/2" coated deck screws



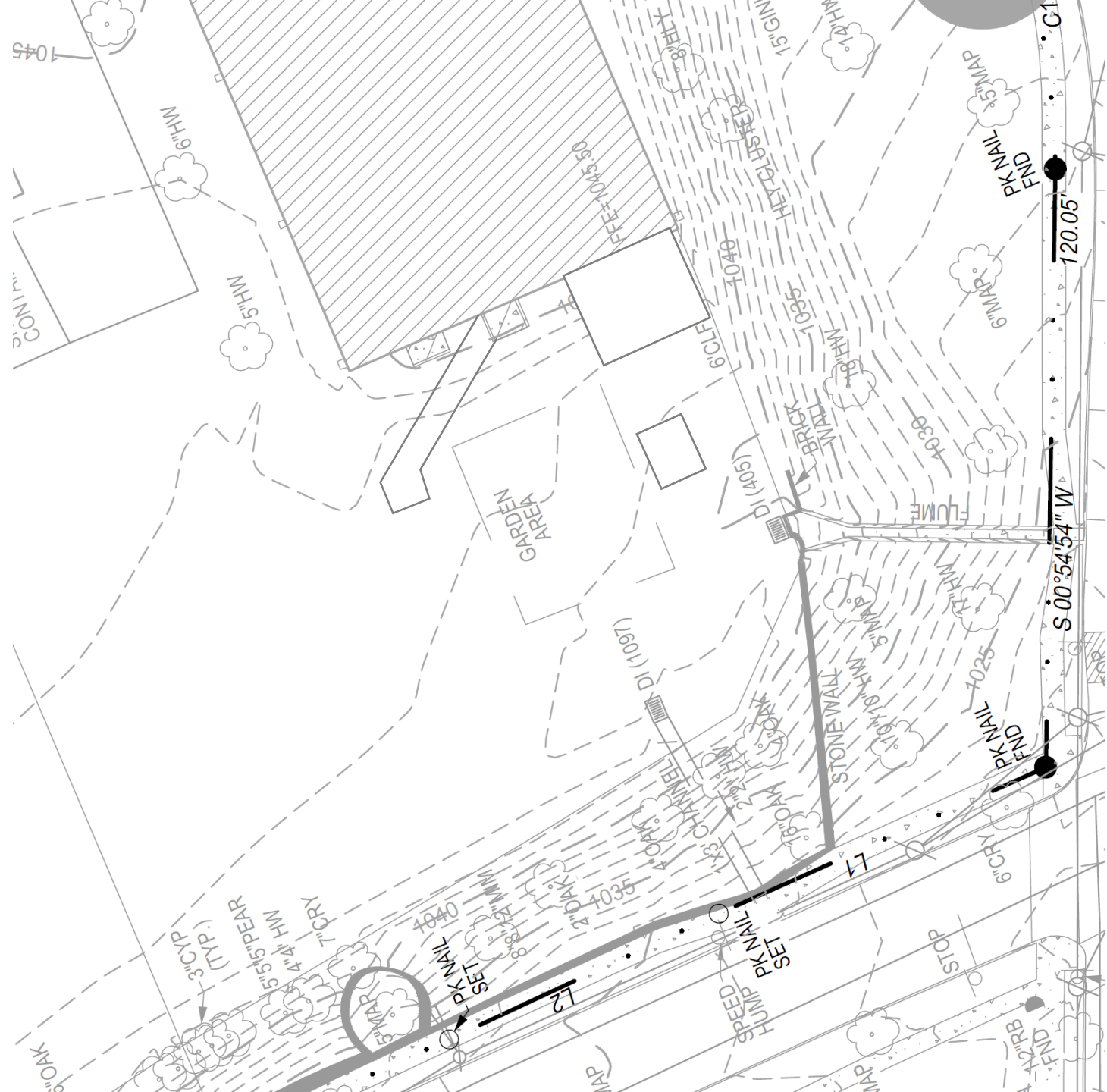
RFP 19-006 - Attachment B
School Scope of Work

Items No. 1 - 4

Renfro Middle School
ROTC Obstacle Course & Gardens

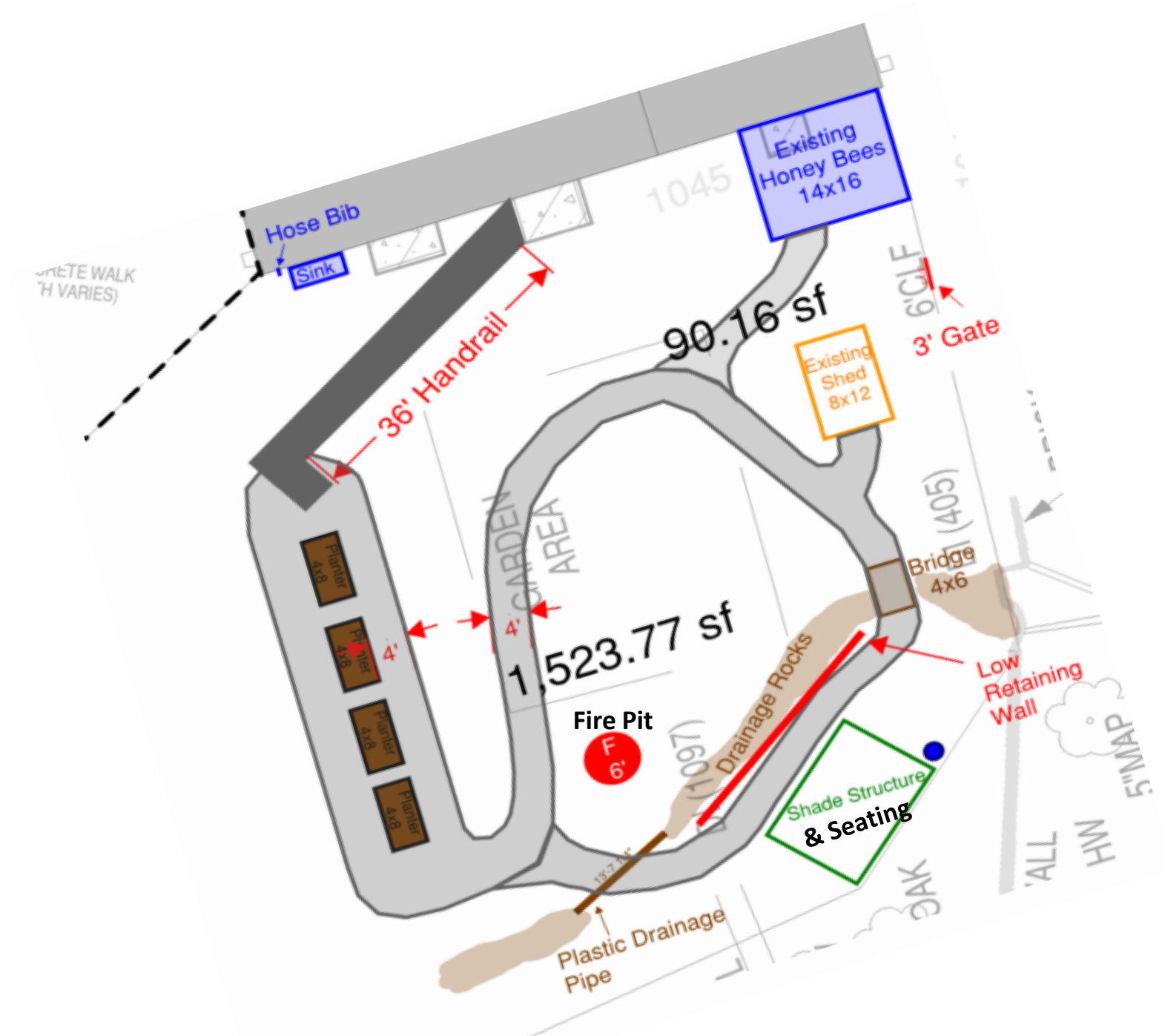


Renfro Middle School
ROTC Obstacle Course & Gardens



RFP 19-006 - Attachment B
School Scope of Work

Renfro Middle School
ROTC Obstacle Course & Gardens



Renfroe Middle School

ROTC Obstacle Course & Gardens

Handrail, Hose Bib & Gate:

- Provide one picketed handrail in the location shown in the layout. The handrails length will need to be field measured and installed into the existing concrete pathway. Handrail is to be painted to match others on the property.
- Provide one new 3 foot wide (height to match existing) wooden gate. Provide Gate Latch on inside.
- Provide a new Hose Bib, as located on Garden Diagram. The Hose Bib will be recessed like the others on the existing building. The supply lines for this Hose Bib will come from the closest restroom. The water line will need to be run down the Classroom exterior wall and properly covered to conceal and protect.

Gravel Path, Bridge and Fire Pit:

- Include a total of 1,600 SF of pathway as shown in Garden Diagram. Pathway to have a layer of geotextile fabric, 2 inches of compacted GAB and 2 inches of mini slate chips on top. Pathway should include a metal edge trim.
- Include a 12 inch diameter plastic drain pipe along with necessary drainage rock in drainage area. This drain pipe will not have head walls but will have drainage rock placed on either side.
- Include necessary minor grading necessary to grade area for new Shade Structure and at the drainage ditch.
- Include necessary installation of a One foot – Six Inch tall modular block retaining wall in between new pathway and pad for Shade Structure.
- Include purchase and installation of 40 inch diameter fire pit shown below along with 6 feet diameter crushed stone base.



Hudson Stone 40 in. Round Fire Pit Kit

- Provide a 4 feet wide by 6 feet long wooden bridge. This bridge is should be constructed to only handle minimal loading of not more than 3 people.

Renfroe Middle School

ROTC Obstacle Course & Gardens

Counter with Sink:

- Provide a 30 inch wide x 4 feet long sink counter constructed from pressure treated yellow pine wood. Include a Y Connection, hose, and outdoor sink. The Y Connection is to provide the capability to have both the sink and hose attached to the same Hose Bib. This sink should have the capability to be disconnected during freezing temperatures.
- Provide an Area Drain connected to the existing drain line running along side building.
- Remove existing Insect sign located where new Sink to be installed.

Shade Structure with Gutter and Rain Barrel:

- Provide a 24 feet wide by 12 feet long Shade Structure built out of pressure treated yellow pine with galvanized metal roofing
- Provide Rain Barrel and Gutter on lower sloped side of Shade Structure.
- Provide Seating; Steps 2 to 3 feet wide in center with backed-bench seating on both sides; 3 feet deep, 18 inches tall, and 10 feet wide
- Provide crushed slate patio or deck around perimeter of seating area.



**Renfroe Middle School
ROTC Obstacle Course & Gardens**



**RFP 19-006 - Attachment B
School Scope of Work**