



REQUEST FOR PROPOSALS

RFP-TMSA-093021-CS

THE MAIN STREET ACADEMY(TMSA) CHARTER SCHOOL TREE REMOVAL AND VEGETATION MANAGEMENT PROJECT

The Main Street Academy (TMSA) is accepting **Proposals** from qualified contractors for TREE SERVICES for The Main Street Academy (TMSA) TREE REMOVAL AND VEGETATIVE MANAGEMENT (Mow and mulch per site plan documents; Prune and haul debris per site plan documents and Cut Trees and remove per site plan documents). Project to be located at 2861 Lakeshore Drive, College Park, GA 30337. proposals will be received no later than **2:00 pm, Thursday, September 30, 2021**, via email to virginia.smith@tmsa.org or vendor registry. Proposals will not be accepted after the above date and time.

A **MANDATORY Informational Conference / Pre-Proposal Meeting and tour** will be held at **9:00am,-11:00 am, Wednesday, September 8, 2021** at the TMSA, 2861 Lakeshore Drive, College Park, GA 30337. A Site Visit will immediately follow. **All participants must wear masks, distance, and adhere to on-site COVID protocols.** **Questions** and/or clarifications arising afterwards will be accepted **via email ONLY**, to Virginia Smith, Vice-President Operations, at virginia.smith@tmsa.org **until 4:00pm, September 15, Wednesday, September 15, 2021, with subject line “QUESTIONS – RFP – TMSA – 093021– CS.”** An **Addendum** listing all Q&A, clarifications, etc. will be posted at **www.tmsa.com** on or about **4:00pm, Friday, September 17, 2021.** *It is always the vendor’s responsibility to check the TMSA’s website for any/all addenda.*

The Main Street Academy reserves the right to reject any or all proposals based on past performance and to waive technicalities and informalities and re-advertise. All eligible Businesses are strongly encouraged to apply. Only responsive proposals that are determined to meet the requirements and criteria set forth by The Main Street Academy will be considered.

**THE MAIN STREET ACADEMY
DEPARTMENT OF OPERATIONS**

“GENERAL INSTRUCTION TO PROPOSAL PROVIDER”

1. The following instructions are to be considered an integral part of this proposal. Proposals **MUST BE TYPEWRITTEN OR PRINTED IN INK**. The person signing the proposal form must initial any changes or corrections made to this proposal.
2. If descriptive literature is attached to the proposal, proposer’s name must appear on all sheets.
3. If there is any question whatsoever regarding any portion of the instructions or specifications, it shall be the proposer’s responsibility to seek clarification during the Mandatory Informational Conference / Pre-Proposal Meeting or the question period of time stated herein. **IT SHALL BE THE PROPOSER’S RESPONSIBILITY TO CHECK TMSA’S WEB SITE (www.tmsa.org) FOR ANY/ALL ADDENDA.** Answer(s) to all questions will be listed in an Addendum and posted on TMSA’s web site, if applicable.
4. Any variation from the specifications must be clearly stated by the proposer in writing and submitted with his/her proposal.
5. The apparent silence of the specifications and any supplement specifications as to any details or the omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials of first quality and correct type, size and design are to be used. All workmanship is to be of first quality. All interpretations of this specification shall be made upon the basis of this statement.
6. The following proposal shall be awarded to one “responsible” proposer on a total lump sum price basis. An award shall be made to one vendor for the total proposal. Unit prices and extensions will be verified and total checked. Unit price extension and net total must be shown. Unit price **SHALL** prevail.
7. In most cases, proposals shall be evaluated on the following items, but not necessarily in this order:
 - A. **Price**
 - B. **Delivery (If Applicable to Scope of Work)**
 - C. **Past record of vendors delivery/performance on similar projects.**

Though delivery will be a large consideration, please be as candid and as accurate with dates as possible.

8. TMSA desires delivery of the material or services specified at the earliest possible time after the date of award. Unreasonable delivery proposal may be cause for disqualifying a proposal. Each proposer shall state a definite time and avoid using terms **“ASAP”** or approximately so many days.

9. The proposer or contractor shall provide copies of **Workers' Compensation Insurance** with a limit of not less than required by the State of Georgia or otherwise stated in the proposal instructions. Copy of **Commercial General Liability Insurance** shall be provided. **(If Applicable)**
10. All prices shall be for delivery, our destination, and F.O.B. freight prepaid and allows, TMSA, College Park, Georgia unless otherwise shown. **(If Applicable)**
11. No Federal or State Sales Tax is applicable. The Federal tax identification number is 27-1156485 (Federal tax ID #27-1156485) . TMSA is State tax-exempt under the code of Georgia, Charter 88-18.
12. Cash discounts or end of month terms should be shown separately, even if terms are net.
13. THE MAIN STREET ACADEMY reserves the right to accept or reject any and all proposals, due to past performance, etc. and waive any informality. TMSA will accept or reject all proposals within 90 days from the date of the proposal opening.

THE UNDERSIGNED ON THE PROPOSAL CERTIFIES THAT HE/SHE HAS CAREFULLY EXAMINED THE INSTRUCTIONS TO PROPOSALDERS, TERMS AND SPECIFICATIONS APPLICABLE TO AND MADE A PART OF THIS PROPOSAL. HE/SHE FURTHER CERTIFIES THAT THE PRICES SHOWN IN THE SCHEDULE OF ITEMS ON WHICH HE/SHE IS PROPOSALDING, ARE IN ACCORDANCE WITH THE CONDITIONS, TERMS AND SPECIFICATIONS OF THE PROPOSAL AND THAT ANY EXECPTION TAKEN THERETO MAY DISQUALIFY THE PROPOSAL.

SIGNATURE: _____ DATE: _____

PLEASE NOTE: This Request for Proposal document is a standard, boiler-plate form and is not necessarily totally and completely modified for each and every Request for Proposal issued. We appreciate your patience and understanding.

SIGNATURE: _____ DATE: _____

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned contractor/ subcontractor/ sub-subcontractor who is engaged in the physical performance of services under a TMSA contract **verifies** its compliance with The Georgia Illegal Immigration Reform and Enforcement Act of 2011 **that they are enrolled in and use E-Verify** or, in the case of a contractor/ subcontractor/ sub-subcontractor who has no employees and does not intend to hire employees during the term of the contract, will provide a copy of a state-issued driver's license or ID Card issued by a U.S. state that will verify lawful immigration status.

E-Verify User Identification Number E-Verify Date of Authorization

Name of Contract/Project

Name of Contractor/ Subcontractor/ Sub-subcontractor (Circle one)

Name of Authorized Officer

Signature of Authorized Officer

SUBSCRIBED TO AND SWORN BEFORE ME ON THIS THE

_____ DAY OF _____, 20_____.

Notary Public

My commission expires on: _____

INSURANCE REQUIREMENTS

RISK MANAGEMENT REQUIREMENTS

The Contractor will provide minimum insurance coverage and limits as per the following: The Contractor will file with the TMSA Certificates of Insurance, certifying the required insurance coverage and stating that each policy has been endorsed to provide thirty (30) day notice to the TMSA in the event that coverage is cancelled, non-renewed, or the types of coverage or limits of liability are reduced below those required. All bonds and insurance coverage must be placed with an insurance company approved by the TMSA's Management, admitted to do business in the State of Georgia, and rated Secure ("B+" or better) by A.M. Best Company in the latest edition of Property and Casualty Ratings, or rated by Standard & Poors Insurance Ratings, latest edition as Secure ("BBB" or better). Worker's Compensation self-insurance for individual Contractors must be approved by the Worker's Compensation Board, State of Georgia and/or Self-Insurance pools approved by the Insurance Commissioner, State of Georgia.

CONTRACTS FOR UP TO \$50,000

Worker's Compensation – Worker's Compensation coverage on a statutory basis for the State of Georgia with an Employer's Liability limit of \$100,000 each Accident, Disease \$100,000 each employee, \$500,000 Disease policy limit.

Automobile Liability – Automobile liability coverage for owned, hired and non-owned vehicles in the amount of \$500,000 combined single limit.

Commercial General Liability – Coverage to be provided on "occurrence" not "claims made" basis. The coverage is to include Contractual liability, Per Project Limit of

CONTRACTS FOR MORE THAN \$50,000

Worker's Compensation – Worker's Compensation coverage on a statutory basis for the State of Georgia with an Employer's Liability limit of \$1,000,000. The increased Employer's Liability limit may be provided by an Umbrella or Excess Liability policy.

Automobile Liability - Automobile liability coverage for owned, hired and non-owned vehicles in the amount of \$1,000,000 combined single limit.

Commercial General Liability – Coverage to be provided on "occurrence" not "claims made" basis. The coverage is to include Contractual liability, Per Project Limit of

Liability, losses caused by Explosion, Collapse and Underground (“xcu”) perils, The Main Street Academy (TMSA)” is to be added as an Additional Insured and Products and Completed Operations coverage is to be maintained for three (3) years following completion of work.

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CONTRACTS FOR UP TO \$50,000

CONTRACTS FOR MORE THAN \$50,000

LIMITS OF LIABILITY:

\$1,000,000	Per Occurrence
\$1,000,000	Personal and Advertising
\$50,000	Fire Damage*
\$5,000	Medical Payments*
\$1,000,000	General Aggregate
\$1,000,000	Products/Completed Operations per Occurrence and Aggregate

**These are automatic minimums*

Owner’s Protective Liability – The TMSA’s Management may, in its discretion, require Owner’s Protective Liability in some situations.

Umbrella and/or Excess Liability – The umbrella or Excess Liability Policy may be used to combine with underlying policies to obtain the limits required. The Management of the TMSA may elect to require higher limits.

Owner’s Protective Liability – The TMSA’s Management may, in its discretion, require Owner’s Protective Liability in some situations.

Within ten (10) days of Notice of Award, and at all times that this Contract is in force, the Contractor shall obtain, maintain and furnish TMSA Certificates of Insurance from licensed companies doing business in the State of Georgia and acceptable to TMSA covering:

1. Worker's Compensation Insurance
2. Comprehensive General Liability Insurance
3. Automobile Liability
4. Umbrella Liability Insurance

Copies of these Certificates of Insurance shall be furnished to TMSA prior to execution of the contract. Such policies shall be non-cancellable except on thirty (30) days written notice to TMSA.

Bid Delivery Service(s)

If your company elects to use a delivery service (FedEx, UPS, USPS, etc.), the TMSA assumes no responsibility for submittals received after the advertised deadline or at any office or location other than that specified herein, whether due to mail delays, courier mistake, mishandling, or any other reason.

If proposals are delivered other than by hand delivery, it is recommended that the proposer verify delivery. Any proposal received after the specified time and date will not be considered and may be returned unopened to the Proposer.

Permits (required)

The contractor shall be responsible for all inspections and ensuring compliance with all Federal, State, and County laws and codes. The contractor shall be solely responsible for obtaining all permits. The contract awardee will need to file with the Building & Inspections in the City of College Park and pay cost for the permit.

Basis of Award

The contract, if awarded, will be awarded to the most responsive and responsible bidder, which may not be the lowest response.

All other required contract documents must be fully completed and executed by the contractor and his/her Surety and submitted to the Owner on or before the issuance of the Notice to Proceed.

REFERENCE REQUEST

REFERENCES: The following references are from current and past government, educational and/or commercial accounts of similar size and scope. This list includes a minimum of two (2) references and does not include The Main Street Academy, or any The Main Street Academy employee as a reference.

REFERENCE # 1:

Name of Entity/Firm: _____

Mailing Address: _____

City/State/ZipCode: _____

Contact Person Name: _____

Contact Person Telephone Number: _____

Date When Work Performed: _____

Description of Work Performed: _____

REFERENCE # 2:

Name of Entity/Firm: _____

Mailing Address: _____

City/State/Zip Code: _____

Contact Person Name: _____

Contact Person Telephone Number: _____

Date When Work Performed: _____

Description of Work Performed: _____

REFERENCE # 3

Name of Entity/Firm: _____

Mailing Address: _____

City/State/ZipCode: _____

Contact Person Name: _____

Contact Person Telephone Number: _____

Date When Work Performed: _____

Description of Work Performed: _____

REFERENCE # 4

Name of Entity/Firm: _____

Mailing Address: _____

City/State/ZipCode: _____

Contact Person Name: _____

Contact Person Telephone Number: _____

Date When Work Performed: _____

Description of Work Performed: _____

REFERENCE # 5

Name of Entity/Firm: _____

Mailing Address: _____

City/State/ZipCode: _____

Contact Person Name: _____

Contact Person Telephone Number: _____

Date When Work Performed: _____

Description of Work Performed: _____

By signing below, I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this proposal and certify that I am authorized to sign this proposal for the respondent.

(Name of Company)

(Contact Name)

(Phone Number) (Fax Number)

(Email Address)

(Signature)

(Print Name)

INVITATION TO BID

Proposals will be received by The Main Street Academy (TMSA) of College Park, Georgia (herein called the "Owner"), at the Administration Office until 2:00 o'clock p.m., local time, the __30__th day of September, 2021.

The work to be done consists of furnishing all materials, labor, tools, skills, equipment, and incidentals for the completion of the aforementioned project. The approximate principal items for completion of Tree removal and vegetative management on the TMSA campus are:

1. Mow and mulch per site plan documents
2. Prune and haul debris per site plan documents
3. Cut Trees and remove per site plan documents

IMPORTANT RFP EVENT DATES:

The Main Street Academy (TMSA) is accepting Proposals from qualified contractors for CONSTRUCTION SERVICES for the complete construction (building and MEP systems) for The Main Street Academy (TMSA) TREE REMOVAL AND VEGETATIVE MANAGEMENT Project to be located at 2861 Lakeshore Drive, College Park, GA 30337. proposals will be received no later than 2:00 pm, Thursday, September 30, 2021, via email to virginia.smith@tmsa.org or vendor registry. Proposals will not be accepted after the above date and time.

A MANDATORY Informational Conference / Pre-Proposal Meeting and tour will be held at 9:00am,-11:00 am, Wednesday, September 8, 2021, at the TMSA, 2861 Lakeshore Drive, College Park, GA 30337. A Site Visit will immediately follow. All participants must wear masks, distance, and adhere to on-site COVID protocols. Questions and/or clarifications arising afterwards will be accepted via email ONLY, to Virginia Smith, Vice-President Operations, at virginia.smith@tmsa.org until 4:00pm, September 15, Wednesday, September 15, 2021, with subject line "QUESTIONS – RFP – TMSA – 093021– CS." An Addendum listing all Q&A, clarifications, etc. will be posted at www.tmsa.com on or about 4:00pm, Friday, September 17, 2021. It is always the vendor's responsibility to check the TMSA's website for any/all addenda.

PREPARATION OF PROPOSAL

All Proposals must be made on the separate Proposal form furnished with these Contract Documents. Do not write on or remove pages from the specification book. All blank spaces for Proposal prices must be filled in, in ink or typewritten, and the Proposal form must be fully completed and executed when submitted. Only one copy of the Proposal form is required.

Proposal unit prices must be written in both words and numerals; in the event of a conflict, the price as shown in words shall govern. Amounts are products of the Proposal unit prices,

multiplied by the estimated quantities. In the event of a conflict between the amounts and the unit prices, the unit prices shall govern.

Proposals which are signed for a corporation shall have the correct corporate name thereof as listed with the Office of the Secretary of State of Georgia and shall be executed by the president, vice-president, or other authorized officer of the corporation and attested by the secretary, assistant secretary, or other authorized officer of the corporation with the corporate seal affixed thereto. Proposals by any other type of business entity shall be so executed as to bind that particular type of business entity to the full extent allowed under all applicable provisions of Georgia and United States law. A conditional or qualified Proposal will not be accepted.

MODIFICATIONS BY TELEPHONE OR FACSIMILE TRANSMISSION

Offerors may not modify his/her Proposal by telephone communication, facsimile transmission, or email communication at any time prior to the scheduled closing time for receipt of Proposals.

CONDITIONS OF WORK

The Contract Documents contain the provisions required for the construction of the Project. Information obtained from an officer, agent, or employee of the Owner, Architect, Engineer, or any other person shall not affect the risks or obligations assumed by the Contractor or relieve the Contractor from fulfilling any of the conditions of the Contract for Construction and Incorporated General Conditions (the "Contract"). Each Offeror is responsible for inspecting the site and for reading and being thoroughly familiar with the Contract Documents. An Offeror shall in no way be relieved from any obligation with respect to the Proposal by the failure or omission of the Offeror to be so familiar.

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the Project shall apply to the Contract throughout performance of the Work.

REPUTATION OF OFFEROR

The Owner may make such investigations as it deems necessary to determine the ability of the Offeror to perform the Work, and the Offeror shall furnish to the Owner all such information and data for this purpose as the Owner may request.

ADDENDA AND INTERPRETATIONS

No interpretations of the meaning of the Contract Documents will be made orally to any Offeror. Every request for such interpretation should be made in writing via email ONLY to virginia.smith@tmsa.org during the email question period of time stated herein.

MATERIAL SUPPLIERS AND SUBCONTRACTORS

All Offerors must supply the names and addresses of major equipment and material suppliers and Subcontractors as requested in first section of RFP document; page entitled 'LIST OF

SUBCONTRACTORS.' Please use RFP document forms provided herein.

CONTRACT DOCUMENTS

Each Offeror is responsible for ascertaining that the Offeror has a complete set of documents and that each page and sheet thereof applies to the correct project and bears the correct date. Neither the Owner nor the Architect/Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Contract Documents. The successful Offeror shall use the Contract Documents provided by the Owner with no modifications except those agreeable to the Owner.

CONTRACT AWARD

The Contract will be awarded to the most responsible and responsive offeror whose Proposal is determined to meet the requirements and criteria set forth in these Instructions to Offerors. The offeror to whom the award is made will be notified as soon as possible. The Owner reserves the right to reject any and all Proposals and to waive any informality in Proposals received whenever such rejection or waiver is in its interest. The Owner also reserves the right to afford Offerors an opportunity for discussion, negotiation, and revision of Proposals after submission of Proposals and prior to award for the purpose of obtaining best and final offers. All responsible Offerors submitting Proposals reasonably susceptible of being selected for award shall be given an opportunity to participate in such discussions, negotiations, and revisions. Each designated Contract will be awarded as a whole to one Offeror.

The successful Offeror to whom the Contract is awarded will be required to execute the Contract documents required herein within fifteen (15) calendar days from the date when Notice of Award is delivered to that Offeror. Approval of the contract documents by the Owner shall be a condition precedent to execution of the Contract by the Owner. The Notice of Award shall be accompanied by the Contract and Bond forms to be executed. In case of failure of the successful Offeror to execute the Contract, the Owner may at its option consider the Offeror in default, in which case the Proposal Bond accompanying the Proposal shall become the property of the Owner.

The Owner, within fifteen (15) days of receipt of an acceptable contract documents and Contract signed by the successful Offeror, shall sign and return to the Offeror an executed duplicate of the Contract and the Bid Bond. Should the Owner not execute the Contract within the allowed period, the successful Offeror may give written notice of intent to withdraw the signed Contract. If ten (10) days after the Owner has received notice of intent to withdraw by the successful Offeror, the Owner has not executed the Contract, the Offeror may, by written notice, withdraw the signed Contract without further liability on the part of either party. Such notice of withdrawal shall be effective upon receipt of the notice by the Owner, and the Owner immediately thereupon shall return to the successful Offeror the Bid Bond.

The Notice to Proceed shall be issued within ten (10) days of Owner's receipt of the Contract executed by the Offeror. Should there be reasons why the Notice to Proceed cannot be issued within such period, the time may be extended by mutual agreement between the Owner and Contractor. If the Notice to Proceed has not been issued within the allowed time or within the

period mutually agreed upon, the Contractor may terminate the Contract without further liability on the part of either party.

PRE-PROPOSAL CONFERENCE

The attention of Offerors is particularly called to the pre-proposal conference that will be held with the successful Offeror and all known subcontractors prior to the issuance of a Notice to Proceed. This conference will cover provisions pertaining to schedules, payment requests, submittals, and other items related to the Contract.

INSTRUCTION TO BIDDER FOR INVITATION TO BID

I.

The Board of Directors for The Main Street Academy (TMSA) will receive competitive qualification Proposals (“Proposals”) at the TMSA Administration Office at 2861 Lakeshore Drive, College Park, Georgia, 30337 until 10:00 a.m., Thursday, DATE, 2021 from General Contracting firms to provide construction services for the complete construction (Site, Building and Systems) for the TREE AND VEGETATIVE MANAGEMENT PROJECT (the “Project”) to be located at 2861 Lakeshore Drive, College Park, GA 30337, as specified per the Construction Documents. A MANDATORY Informational Conference / Pre-Proposal Meeting is scheduled for 10:00 a.m., Thursday, TBD, 2021 at The Main Street Academy (TMSA) located at 2861 Lakeshore Drive, College Park, Georgia, 30337.

All proposal responses received prior to 10:00 a.m., Thursday, DATE, 2021 will be kept securely unopened until all proposal responses are opened. Any proposal response received after 10:00 a.m., Thursday, DATE, 2021 will not be considered.

Prior to the scheduled proposal response date, any person interested in responding is invited to attend and sign in at the **MANDATORY** Informational Conference/Pre-Proposal Meeting to be held at The Main Street Academy (TMSA), 2861 Lakeshore Drive, College Park, GA 30337. This MANDATORY Informational Conference / Pre-Proposal Meeting will be conducted at 10:00 a.m., Thursday, TBD, 2021. A Site Visit will immediately follow. The purpose of the conference is to provide all interested persons the opportunity to pose questions to representatives from The Main Street Academy (TMSA) concerning the parameters of the Project, as they are known at that time. In addition, should questions concerning the Project arise subsequent to the Informational Conference, but prior to the Proposal Opening, such questions should be submitted in writing via email ONLY, to Virginia Smith, TMSA Operations Department at virginia.smith@tmsa.org by 4:00 p.m., Wednesday, September 15, 2021 with subject line “QUESTIONS – RFP – TMSA – 093021 – CS TREE REMOVAL AND VEGETATIVE MANAGEMENT Project.” . Any questions received after that time and date will not be entertained.

A selection committee will evaluate the proposal responses and a contract with a Stipulated Sum will be awarded based upon the Respondent’s qualifications, experience and understanding of the scope of work to be performed. The firm selected will use construction documents prepared by Metrocorp Development Enterprises, Inc. It is anticipated that the Board of Directors will award a contract on the Project on or about October 2021. All Respondents are expected to be familiar with Georgia Law with respect to all phases of this Project from the Proposal to Final Acceptance of the Project. The Board of Directors for The Main Street Academy (TMSA) reserve the right to reject any and all Proposals, to waive any formalities and technicalities and to award contracts in a manner consistent with the best interest of The Main Street Academy (TMSA) and the laws of the State of Georgia. EOE

II.
PROPOSAL CONDITIONS

A. REQUEST FOR PROPOSAL CONSTRUCTION SERVICES:

1. INTRODUCTORY:

To be entitled to consideration, Proposals must be made in accordance with the following instructions and must be received at The Main Street Academy (TMSA), 2861 Lakeshore Drive, College Park, GA 30337, not later than the date and time set forth in the "Advertisement for Proposals".

The Owner reserves the right to reject any or all Proposals and to waive any technicalities and informalities.

2. OWNER:

The Owner for whom Work will be executed is;

Virginia Smith, Vice-President Operations
The Main Street Academy (TMSA)
2861 Lakeshore Drive
College Park, GA 30337

3. PROGRAM MANAGER:

Virginia Smith, Vice-President Operations
The Main Street Academy (TMSA)
2861 Lakeshore Drive
College Park, GA 30337

4. PROPOSALS:

One (1) marked "Original", will be received by The Main Street Academy (TMSA) 2861 Lakeshore Drive, College Park, GA 30337, not later than the date and time set forth in the accompanying "Advertisement for Proposals."

5. DOCUMENTS:

Proposal documents shall be available should any Tree Contractor desire to review or obtain a set of the Design for Construction documents for the purpose of preparing a response to this RFP.

The Construction Contractors submitting Proposals are responsible to review the Proposal documents and the Design for Construction documents. If partial sets of the Design for Construction documents are distributed by the Construction Contractor, that Construction Contractor shall assume full responsibility for any errors or omissions in their Proposal response resulting from the distribution of partial sets.

6. RFP ADDENDA:

Any addenda issued in writing during this RFP period shall be included and recognized in the Construction Contractor's Proposal response.

7. INTERPRETATIONS:

No oral interpretations will be made to Construction Contractors as to meaning of Proposal documents. Requests for such interpretations shall be made via email ONLY to virginia.smith@tmsa.org during the question period of time stated herein.

8. WITHDRAWAL OF PROPOSALS:

A Construction Contractor's Proposal response can be withdrawn in writing after it has been delivered to The Main Street Academy (TMSA) 2861 Lakeshore Drive, College Park, GA 30337.

9. IRREGULARITIES:

The Owner, at its sole option, may reject Proposals that contain irregularities of any kind, or Proposals that do not comply fully with the Proposal documents.

10. CONSTRUCTION CONTRACT AWARD:

A contract for Construction Services will be awarded to the responsible Construction Contractor whose Proposal is determined to be the most advantageous to The Main Street Academy (TMSA). Construction Contractor Proposals will be evaluated on a combination of factors. These factors, and their relative importance, are:

- 1) PRICE (50%)
- 2) Approach (10%)
- 3) Experience (20%)
- 4) Past Performance (20%)

13. CONSTRUCTION CONTRACTOR'S QUALIFICATIONS:

The Owner, before Contract Award, will require Construction Contractors to document that they are "responsible" to the complete satisfaction of the Owner. They will thus be required to show that they have the necessary facilities, technical ability, and financial resources to execute the Work in a satisfactory manner, and within the time specified; that they have had experience in Work of a similar nature; and that they have past history and references which will verify their qualifications for executing the Work. Construction Contractors may be afforded an opportunity for discussion, negotiation, and revision of Proposals for the purpose of obtaining best and final offers. All responsible Construction Contractors found by the Owner to have submitted Proposals reasonably susceptible of being selected for award shall be given an opportunity to participate in such discussions,

negotiations and revisions.

14. OWNER'S CONTRACT FORM:

Included and made a part of this RFP is the Owner's Contract. Construction Contractors are responsible for the review of this document in the preparation of their Proposals. The Construction Contractor's attention is directed to the Insurance Requirements included at the end of the Contract. These insurance requirements shall be considered in the preparation of the Construction Contractor's Proposal.

15. COMMENCEMENT, PROSECUTION, AND COMPLETION:

The Construction Contractor will be required to commence its services under the Owner's form of contract within five (5) days (or as soon as possible) after its receipt of a written Notice-to-Proceed order from the Owner and to prosecute the effort with competence, faithfulness and energy.

16. AFFIDAVIT:

The Construction Contractor's Proposal shall be accompanied by an Affidavit in the form set forth herein.

REMAINDER OF PAGE LEFT BLANK.

OWNER'S PROPOSAL FORM

OWNER: **The Main Street Academy (TMSA)**
 2861 Lakeshore Drive
 College Park, GA 30337

PROJECT: **TREE AND VEGETATIVE MANAGEMENT PROJECT**
 2861 Lakeshore Drive
 College Park, Georgia 30337

DATE:

1. The Undersigned, as Respondent, declares the only person interested in the Proposal as Principal is as named below, and no other person has any interest in this Proposal or in the Contract to be entered; and this Proposal is in all respects fair and in good faith.

Respondent further declares he has examined the site of Work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done, and he has examined the Drawings and Specifications, including Addenda Nos. _____ for the work and the other Contract Documents, and has satisfied himself relative to the Work to be performed.

In compliance with your Request for Proposal (RFP) and subject to all the conditions of thereof:

The undersigned, _____, Georgia License No. _____, Classification _____, a Corporation organized and existing under the laws of the State of _____, or a Partnership consisting of _____, or an Individual trading as _____, of the City of _____, hereby proposes to furnish all labor and materials and perform all work required for the General Construction of the **TREE AND VEGETATIVE MANAGEMENT PROJECT** in accordance with documents dated _____ prepared by **Metrocorp Development Enterprises Inc.**

BASE PROPOSAL AMOUNT: For construction complete as shown and specified, the sum of (in words)

_____ Dollars (\$ _____).

The Base Proposal Amount includes the cost of all bonds required under the proposed Contract Documents, and the cost of all provisions of the General Requirements, including the General Conditions.

Total Proposal Amount \$ _____

2. TIME OF COMPLETION

Time is of the essence of this contract. Contractor shall commence work immediately after Notice to Proceed (NTP) and shall Substantially Complete the Construction within _____ [insert #] consecutive days as requested by the Owner.

In submitting this proposal, I further agree:

- a. That this proposal will not be modified, withdrawn, or canceled during the 90-day period following the time and date designated for the receipt of proposals.
- b. The Owner reserves the right to waive any information in any proposal, or to reject any or all proposals, in whole or in part, and to accept the proposal most advantageous to the Owner, should it be deemed in his best interest to do so.
- c. The undersigned further agrees that in case of failure on his part to execute the Contract Agreement and required Certificate of Insurance within 10 consecutive calendar days after being given written notice of the Award of the Contract the award will be cancelled.,

Signed and this _____ day of _____ 2021.

Name of Respondent:

By: _____

Title: _____

Business Address: _____

Telephone: _____

(CORPORATE SEAL)

STATE OF _____)
 COUNTY OF _____)
 Sworn to and subscribed before me this _____
 Day of _____, 2021.

 Notary Public
 My Commission Expires: _____

PROPOSAL BREAKDOWN

MOW AND MULCH				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
11	vegetation Management Using Forestry mower and Ventrac Mower, mow and mulch approximately 15 to 20 feet around perimeter of baseball field inside fence to open up natural area for better sightline visibility. This includes starting at main drive around backstop and around entire field as well as around the (2) Large Pine trees closest to drive where you enter field and roughly 10 feet wide path along both sides drive down to Stadium.	LUMP	1	
14	Vegetation Management Using Forestry mower and Ventrac Mower, mow and mulch approximately 15 to 20 feet around perimeter of Stadium Track inside fence to open up natural area for better sightline visibility. This include behind concession stand.	LUMP	1	
17	Using Forestry mower and Ventrac Mower, mow and mulch area, right side of Music room from where fence coming from parking lot turns away from building down towards stadium to where slope starts and back towards Music Room to open up natural area for better sightline visibility down to Stadium.	LUMP	1	

PRUNE AND HAUL DEBRIS				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
3	Main Entrance Drive Selectively prune the following trees and haul all resulting debris per construction documents:	LUMP	1	

PRUNE AND HAUL DEBRIS				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
	<p>(1) Water Oak on corner of entrance near sign growing from neighboring property, elevate to approximately 12 to 14 feet in height for better visibility.</p> <p>(1) Saw Tooth Oak tree entrance side drive near gate remove all dead limbs 1" and larger.</p> <p>(1) Water Oak tree entrance side drive near gate provide 5 to 7 feet of light pole clearance to allow light to shine down better on drive for increased security and visibility purposes.</p> <p>(4) Water Oak trees on exit side drive elevate to approximately 10 to 12 feet in height.</p> <p>Cut back encroaching vegetation along fence line exit side drive from gate to main road back to fence line to provide a cleaner appearance.</p> <p>Front of school/right side parking lot, left side parking lot, back parking lot and courtyard area.</p>			
5	<p>Selectively prune the following trees and haul all resulting debris per construction documents:</p> <p>(4) 3" Dogwood trees right side outer parking lot remove dead limbs.</p> <p>(1) Sourwood tree right side by light pole on slope remove bottom sagging limbs.</p> <p>(1) 9" Pine tree right side outer parking lot by reserved parking sign remove bottom 4 limbs.</p> <p>(1) Water Oak tree right side outer parking lot remove dead limbs over parking spot 1 1/2 inches and larger.</p> <p>(1) Pine tree right side outer parking lot remove dead limbs over parking spot 1 1/2 inches and larger.</p> <p>(1) Wild Cherry tree right side outer parking elevate to approximately 12 to 14 feet in height over parking spot.</p> <p>(1) Pine tree right side outer parking lot by porta potty's elevate to approximately 12 to 14 feet in height.</p> <p>(2) Leyland Cypress trees on corners of large island in front of school elevate up to approximately 8 feet in height to allow better visibility when picking up and dropping off children.</p> <p>(4) Magnolia trees in large island front of school elevate up to approximately 8 to 10 feet in height to allow better visibility when picking up and dropping off children.</p> <p>(2) Leyland Cypress trees in large island front of school by sidewalk elevate up to approximately 6 feet in height to allow better visibility when picking up and dropping off children.</p>	LUMP	1	

PRUNE AND HAUL DEBRIS				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
	<p>(1) Maple tree front left corner of school provide 5 to 7 feet of roof and building clearance, elevate up to 12 to 14 feet and remove dead limbs 1 1/2 inches and larger.</p> <p>(5) Red Bud trees front left side parking close to school elevate to approximately 8 feet in height for pedestrian and automobile clearance and remove dead limbs 1 1/2 inches and larger.</p> <p>(1) Maple tree left side of building by light pole provide 5 to 7 feet of roof and building clearance, elevate up to 12 to 14 feet and remove dead limbs 1 1/2 inches and larger.</p> <p>Also, provide 3 to 5 feet of light pole clearance for increased visibility and security purposes.</p> <p>(1) White Oak tree front outer left side parking lot elevate to approximately 12 to 14 feet over parking spots.</p> <p>(1) Oak tree outer parking left side near tennis courts elevate to 5 to 7 feet over top of fence.</p> <p>(1) 32" Sycamore tree in back courtyard elevate to approximately 12 to 14 feet in height and provide 5 to 7 feet of roof and building clearance including covered walkway.</p>			
6	<p>Provide 5 to 7 feet of clearance over front perimeter fence line start just inside gate right side around parking lot to back right corner of parking lot as well as left side around to tennis courts and back parking lot fence. Also, cut back encroaching vegetation growing through fence.</p> <p>A environmental safe chemical vegetative control shall be provided to remove the entangled vines on growing on fence.</p>	LUMP	1	
10	<p>Elevate trees with limbs hanging over field and fence around perimeter of baseball field to approximately 12 to 14 feet in height. Haul all resulting debris per construction documents:</p>	LUMP	1	
16	<p>Selectively prune the following trees and haul all resulting debris per construction documents:</p> <p>(1) 12" Sassafras tree in grass area right side elevate to approximately 10 to 12 feet in height and remove dead limbs 1 1/2 inches and larger.</p>	LUMP	1	

PRUNE AND HAUL DEBRIS				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
	<p>(1) 20" Poplar tree back of Music Room elevate to approximately 12 to 14 feet in height and provide 5 to 7 feet of roof and building clearance.</p> <p>(2) Sycamore trees back of Music Room elevate to approximately 12 to 14 feet in height and provide 5 to 7 feet of roof and building clearance.</p> <p>(1) Dogwood tree back of Music Room provide 3 to 5 feet of roof and building clearance.</p> <p>(2) Pine trees back of Music Room elevate to approximately 12 to 14 feet in height and provide 5 to 7 feet of roof and building clearance.</p> <p>(1) Poplar tree back of Music Room elevate to approximately 12 to 14 feet in height and provide 5 to 7 feet of roof and building clearance.</p> <p>All trees along sidewalk from Music Room down towards press box of stadium on both sides with limbs over sidewalk elevate to approximately 12 to 14 feet in height and remove dead limbs 1 1/2 inches and larger. Provide 5 to 7 feet of clearance over top of fence starting back right side parking lot down towards Music Room till fence turns back into natural area.</p> <p>Also, cut back encroaching vegetation growing through fence.</p>			

CUT AND REMOVE TREES				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
7	<p>Back Gate Drive Down to Stadium Track</p> <p>Cut and remove the following trees cutting stumps as close to ground level as possible and haul all resulting debris.</p> <p>(1) 14" Mimosa tree left side drive just inside gate over drive dead/dying.</p> <p>(1) 12" Black Cherry tree left side drive just inside over drive dead/dying.</p> <p>(1) 20" Black Cherry tree left side drive over drive dead/dying.</p> <p>(1) 6" Oak tree left side drive to open up visibility.</p>	LUMP	1	

CUT AND REMOVE TREES				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
	(1) 4" Oak tree left side drive to open up visibility. (1) 8" Dead Fallen and hung-up Pine tree left side drive. (1) 12" Dead Fallen Black Cherry tree right side drive. (1) 12" Dead Pine stub approximately 20 foot tall in curve of drive. (1) 8" Dead Pine stump approximately 10 foot tall in curve of drive. (1) 18" Box Elder tree at end of drive right side by track severe decline/dying.			
9	Baseball Field Cut and remove the following trees cutting stumps as close to ground level as possible and haul all resulting debris. (1) 20" Dead Tree covered in vines on slope left side of field. (1) 20" Sweet Gum tree that has fallen on field. (1) 20" Sweet Gum tree back left corner of field that has uprooted from backside of fence and hung up in tree on baseball field side of fence.	LUMP	1	
12	Cut and remove the following trees cutting stumps as close to ground level as possible and haul all resulting debris. (3) 12" Dead Pine trees along back of track. (1) 20" Fallen Dead Pine tree near concession stand. All Mimosa trees growing over and encroaching track. All Mimosa trees growing over left and right side of Stadium Stands and clear all over vegetative over growth 10 foot back from stand handrails on each side. (1) Mimosa tree back of press box.	LUMP	1	
15	New Music Building/Gym(Includes right side, back, sidewalk to stadium and steps down to stadium) Cut and remove the following trees cutting stumps as close to ground level as possible and haul all resulting debris. (1) 8" Privet back corner of Music Room. (1) 4" Mulberry tree back corner of Music Room. (1) 8" Mimosa tree back of Music Room against building. (1) 10" Fallen dead tree near end of steps to Stadium. (1) 10" Dead Pine tree by steps to Stadium. (1) 8" Dead Mimosa tree along sidewalk from Music Room to Stadium.	LUMP	1	

CUT AND REMOVE TREES				
TASK NO.	ITEM & DESCRIPTION	UNIT	QTY	COST
	Cut and remove approximately 10 foot of vegetative overgrowth and trees 4 inches and under on each side of steps going down to Stadium.			

Form of Proposal

To: The Main Street Academy (TMSA)
College Park, Georgia 30337

I/We the undersigned, hereby offer and agree to supply and deliver the service as outlined in the Request for Proposal documents. The signature(s) below dignify that I/We have read and agree with the procedures outlined in the Request for Proposal document.

PROPOSAL SUBMITTED BY:	
Company Name	
Address	
City, State and Zip	
Phone	
Facsimile	
Email	
Website	
Signature	
Print/Type Name	
Title	
Date	