

Baldwin County School District

110 N ABC Street
Milledgeville, Ga. 31061
(478)453-4176 Phone
(478)457-3360 Fax



**Request for Proposal
#006-2021
Ionization Modules Purchase and Installation**

PERTINENT DATES

August 25, 2020	Request for Proposal Issued
September 1, 2020	Mandatory Site Visit at 10:00AM
September 9, 2020	Deadline for Questions
September 29, 2020	Proposal Deadline at 1:00PM

*Vendor Presentation by Invitation

Baldwin County School District

<p>REQUEST FOR PROPOSAL #006-2021 for Ionization Modules Purchase and Installation</p>

The Baldwin County School District is seeking proposals for the purchase and installation of Ionization Modules for the purpose of air purification.

INTERESTED PARTIES: Interested parties may obtain proposal documents from the Baldwin County School District's Human Resources and Purchasing web page under RFP/Bids section at: <https://www.baldwincountyschoolsga.org/human-resources> and at the Georgia Procurement Registry Website.

DEADLINE FOR SUBMISSION: September 29, 2020 at 1:00PM

PROPOSAL SUBMISSION: A signed copy of the proposal must be submitted by proposal deadline day in a sealed envelope marked on the outside, "Response to RFP #006-2021 Purchase and Installation of Ionization Modules" The sealed, marked envelope containing the copy of proposal should be addressed to:

Judi Battle
Director of Procurement
Baldwin County School District
110 N ABC Street
Milledgeville, GA. 31061

All proposals must be signed by an authorized representative of the company in spaces provided within this RFP and must be returned with the proposal.

SUBMISSION OF PROPOSAL

Proposals shall be submitted in four (4) sections: (1) price (2) business stability and experience (3) recommendations for module type (4) maintenance and warranty information.

Eight (8) sealed proposals (**one (1)** original, **seven (7)** copies) and **one (1)** flash drive shall be provided.

QUESTION/INQUIRES: All inquiries and requests for information regarding proposal submission shall be directed to Judi Battle, Director of Procurement, Baldwin County School District, by e-mail at judi.battle@baldwin.k12.ga.us. Technical questions regarding module

specifications should be directed to Bruce Knighton, Director of Facilities at bruce.knighton@baldwin.k12.ga.us.

EQUAL OPPORTUNITY EMPLOYER: The District is an equal opportunity employer and reserves the right to refuse or reject any or all proposals that are not in the best interest of the school system.

WAIVER OF FORMAL DEFECT: The District may waive any technical or formal defect in any proposal not prepared and submitted in accordance with the provisions herein, and reject any or all proposals. The District will make the award to the most responsive Contractor in its own judgement and in the best interest of the District. The District reserves the right not to award a contract to any bidder.

EQUAL OPPORTUNITY, DRUG-FREE EMPLOYER, E-VERIFY:

The Contractor must comply with all statutes of the Equal Opportunity Employer Act, be a Drug-Free Employer in the State of Georgia, and participate in the federal E-Verify program. Contractor must submit an E-Verify Affidavit with its proposal (form attached). Contractor must drug test employees before employment and conduct criminal background checks as well as fingerprint checks according to Georgia's requirements for school employees prior to the employee beginning allowed work or be present at any District facility where students are present. No employee with a felony conviction or any conviction of sex crime, crime of moral turpitude, or any crime against a child may be assigned by Contractor to a District facility. Copies of drug tests and background tests must be permanently maintained on file by the Contractor and must be made available for inspection by the District upon request.

AWARD METHOD:

The District reserves the right to award a complete proposal. The award of this RFP will not be based on price alone. The BCSD reserves the right not to award the bid to any bidder if it is in the best interest of the school district not to award a bid.

EXEMPTION FROM TAXES:

The District is exempt from State Sales Tax and Federal Excise Tax.

INSURANCE

When the responsive and responsible Offeror has been identified, he or she will be notified of the necessity to provide required insurance. Proof of insurance shall be provided within five (5) days

of the date of written notification to the Offeror. Providing proof of and maintaining the insurance coverage indicated below will be reviewed as part of the Offeror's qualifications, including but not limited to whether the Offeror is responsive or responsible.

PERMITS, TAXES, LICENSES, BONDS, ORDINANCES, AND AGREEMENTS

The Offeror shall, at his own expense, obtain all necessary licenses, permits and bonds; give all notices, pay all license fees and taxes, and comply with all applicable local, State and Federal Laws, ordinances, rules and regulations. The Offeror shall maintain the licenses, permits and bonds required in a current status after award and throughout the course of the contract.

The Offeror shall agree that in the performance of the contract, they shall comply with all local agreements which they have made with any association union or other entity with respect to wages, salaries and working conditions, so as not to cause inconvenience, picketing or work stoppage.

NON-APPROPRIATION

Notwithstanding any other provision of this agreement, the parties hereto agree that the charges hereunder are payable to the Offeror by BCSD solely from appropriations received by BCSD. In the event such appropriations are determined and the sole discretion of the Chief Financial Officer of BCSD no longer exists or to be insufficient with respect to the charges payable hereunder, this agreement shall terminate without further obligation of BCSD. In such event, the Chief Financial Officer of BCSD shall certify to the Offeror the occurrence thereof, and such certification shall be conclusive.

TERMINATION FOR CONVENIENCE

BCSD reserves the right to terminate for convenience, at any time for any reason with no penalty, any contract awarded through this solicitation by providing the Offeror with thirty (30) days written notice.

OFFEROR'S APPLICATION FORM

If the Offeror does not have an application on file with BCSD, please complete the attached Vendor Approval Request Form and return with proposal.

FORCE MAJEURE

Neither BCSD nor Offeror shall be responsible for any delay or failure of any other obligations hereunder due to any occurrences commonly known as force majeure, including but not limited

to, acts of God, war, acts of terror, labor disputes, strikes, lockouts, civil commotion, or acts of government or government agency or officers.

NON-DISCRIMINATION

The Offeror, by the submission of a proposal or the acceptance of an order or contract, does agree in providing the goods and services covered under the proposal or contract not to discriminate in any way against any person or persons or refuse employment of any person or persons on account of race, color, religion, age, disability, national origin, sex, or any other legally protected status.

BCSD NON-DISCRIMINATION

BCSD does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any legally protected status in any of its employment practices, education programs, services or activities.

MINORITY AND FEMALE BUSINESS ENTERPRISES

It is the intent of BCSD to assure that Minority Business Enterprises (MBE) and Female Business Enterprises (FBE) have an equal opportunity to participate in FCS Contracting requirements.

DRUG-FREE WORKPLACE

By submission of a proposal, the Offeror certifies that he/she will not engage in the unlawful manufacture, sale distribution, dispensation, possession, or use of a controlled substance or drug during the performance of the contract and that a drug-free workplace will be provided for the Offeror's employees during the performance of the contract. The Offeror also certifies that he will secure from any subcontractor who works on the contract, written certification of the same drug free workplace requirements. False certification or violation by failing to carry out requirements of O.C.G.A. § 50-24-3 may cause suspension, termination of contract, or debarment of such Offeror.

CERTIFICATION OF NON-COLLUSION

By submitting a proposal the Offeror certifies: "that this proposal is made without prior understanding, agreement, or connection with any corporation firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. That collusive pricing is understood to be a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards."

AUTHORIZED OFFICIAL

It is agreed that all conditions of the proposal shall be abided and that the person signing this proposal is authorized to sign the proposal for the Offeror.

SOLICITATION TERMINATION

In any event in which this solicitation is terminated or cancelled, in whole or in part, or all proposals are rejected, there shall be no liability on the part of BCSD for any costs incurred by Offerors or potential Offerors in relation to the solicitation.

RIGHTS AND REMEDIES

The rights and remedies of BCSD provided above shall not be exclusive and are in addition to any other rights and remedies provided by Federal law, Georgia law or under the contract.

HOLD HARMLESS PROVISIONS

The Vendor agrees to protect, defend, indemnify and hold harmless the BCSD and its respective officials, employees, agents and representatives against loss, claim, liability, tort or by statute imposed, charge, cost or expense, including without limitation, attorney's fees which may be incurred with connection with, or in any manner of damage or loss arising from disclosure of proprietary information.

I. Scope of Work

The contact person for each location for this project is Bruce Knighton, Director of Facilities.

Purchase and Install Inozation Modules in all HVAC Units in the following locations:

Baldwin High School

Football Stadium Fieldhouse

Softball / Soccer Fieldhouse

Baseball / Tennis Fieldhouse

Lakeview Academy

Lakeview Primary School

Midway Hills Academy

Midway Hills Primary School

Board of Education Administration Building

Maintenance & Transportation Administration Building

Central Warehouse

Bus Garage Office

GENERAL REQUIREMENTS

It is the intent of these specifications to describe the general requirements of the Baldwin County School District for the furnishing, delivery, and installation of HVAC Ionization Modules that will perform following:

Item 1 - Reduces Airborne Particles - Technology makes particles clump together and a lower efficiency filter can capture them from the air.

Item 2 - Controls Odors - Odors, volatile organic compounds and the like are oxidized to gases already prevalent in the air such as oxygen, nitrogen, water vapor or carbon dioxide, eliminating the odors.

Item 3 - Controls Pathogens - Independent testing by CDC Affiliate Labs confirms kill rates as high as 99.9% if various pathogens and mold spores.

Item 4 - Conserves Energy - Outside Air Reduction cleaning indoor air and recirculating it - Less Outside Air is required. Less OA = Less Load on Cooling/Heating System - ASHRAE 62 & IMC Compliant.

II. INSTALLATION

Proposal should include cost of installation and clean up.

III. References

List as references a minimum of three (3) clients for which a project was completed within the last three (3) years.

Agreement

Agreement between Baldwin County School District
and _____

Name of Individual or Business

Any proposer or service provider submitting a proposal or bid, accepting a Purchase Order, and/or entering into any contract with the Baldwin County School District, by signature and witness herein affirms, attests and declares that they are in compliance with O.C.G.A. 13-10-90.

Paragraph (a)

_____ at _____
Name of Individual or Business Address of Individual or Business

has registered with, is authorized to use, and uses the federal work authorization program.

Paragraph (b)

The User Identification Number and date of authorization for

_____ is:

Name of Individual or Business

User ID# _____ Date of authorization _____

Paragraph (c)

_____ will continue to use e-verify for any contracted services performed for the Baldwin County School District.

Paragraph (d)

_____ will contract for the physical performance of services only with sub-contractors who present an affidavit to

_____ with the same information as required in paragraphs (a), (b,) and (c) of this document.

Hereby attested, affirmed, and declared by below individual signature or signature of authorized agent of:

Name of Individual Business

Printed Name

Signature

Date

Notarized and Witnessed:

Vendor Application

Baldwin County School District
110 ABC Street
P.O. Box 1188
Milledgeville, Georgia 31059

Phone: 478-457-3314
Fax: 478-457-3360
Purchasing Director: Judi Battle
Email: judi.battle@baldwin.k12.ga.us

BUSINESS CONTACT INFORMATION

Vender Application Completed by:

Company Name:

Business Contact Name and Title:

Phone:

Fax:

E-mail:

BUSINESS INFORMATION			
Order address:			
City:		State:	ZIP Code:
Tax ID (attach W-9):			
Sole proprietorship:	Partnership:	Corporation:	Other:
Remit to address:			
City:		State:	ZIP Code:
Telephone:	Fax:	E-mail:	
GOODS OR SERVICES PROVIDED			
SCHOOL DISTRICT REFERENCES (OTHER THAN BALDWIN COUNTY SCHOOL DISTRICT)			
School:			
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	E-mail:	
Additional Information:			
School:			
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	E-mail:	
Additional Information:			
School:			
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	E-mail:	
Additional Information:			
NOTES			
1.			

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

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 (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly 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

Name of Contractor

Name of Project

Name of Public Employer

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

Executed on _____, ____, 201__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires:
