



OCEANSIDE COLLEGIATE ACADEMY

REQUEST FOR PROPOSAL

OUTDOOR CLASSROOM

August 4, 2020

Issued By:

OCEANSIDE COLLEGIATE ACADEMY

PROPOSAL TO BE RECEIVED BY:

DATE: 8/11/2020

TIME: 12:00 PM

CONTACT: ERIK MILLER

EMAIL: EMiller@PCASchools.org

Proposer Information

Vendor Name Mailing Address:

City, State, Zip Code:

Federal ID or Social Security Number:

Contact Person:

Email Address:

Telephone Number:

Fax Number:

I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, materials, supplies, or equipment, and is in all respect fair and without collusion and fraud. I agree to abide by all conditions of this proposal and certify that I am authorized to sign this proposal for the Bidder.

Authorized Signature: _____

Name (type or print): _____

Title: _____

Oceanside Collegiate Academy (OCA), a public charter school located in Mount Pleasant, SC is accepting proposals from General Contracting firms for the construction of an outdoor classroom. The deadline for submission of proposals is 12:00 p.m. local time, Tuesday, August 11, 2020. Proposals will be accepted via e-mail at emiller@pcaschools.org or physically mailed. If mailing via USPS or overnight, your proposal should be delivered or addressed to Erik Miller, Director of Operations, Oceanside Collegiate Academy, 580 Faison Road, Mount Pleasant, SC 29466. Please indicate on the envelope of the sealed bid that a "Proposal for Outdoor Classroom" is enclosed. Any proposals received later than the specified time will not be considered.

Evaluation of each proposal will be made as soon as possible, with the award contingent upon approval of the school principal.

OCA reserves the right to reject any or all proposals or to cancel this request in its entirety. Any questions relating to this proposal must be submitted in writing and emailed to emiller@pcaschools.org through August 11, 2020. A listing of questions and answers will be supplied to all proposers upon request. In case of duplicate, similar, or equal proposals, the decision of OCA will be final.

SUBMISSION REQUIREMENTS AND GUIDELINES

The following submission guidelines and requirements apply to this Request for Proposal:

- First and foremost, only qualified individuals or firms with prior experience on projects such as this should submit proposals in response to this Request for Proposal.
- Bidders who are intent on submitting a proposal should so notify the representative identified on the cover page no later than August 7, 2020.
- A proposal must be provided that is not more than 10 pages. This proposal must provide an overview of the proposed solution as well as a 2D or 3D rendering of the solution.
- Bidders should provide a brief company overview indicating number of years in business, prior experience with projects of a similar scope, and past projects with charter school/K-12 clients. Bidders should also provide resumes of all key personnel managing or performing the work. All personnel must be able to pass background checks. All personnel will need to provide a State Issued ID to gain access to OCA campus.
- Proposals should provide the cost by Division type in a line item format. Additional detail is acceptable if it provides clarification

about the type of product being proposed, number of estimated labor hours, etc.

- Proposals must be signed by a representative that is authorized to commit bidder's company.
- If Bidder has a standard set of terms and conditions, they must be submitted with the proposal. All terms and conditions will be subject to negotiation.
- Companies responding to this RFP must comply with all federal, state and local laws in regards to confidentiality of students, staff and any volunteers of Oceanside Collegiate Academy. Some examples include FERPA, HIPPA, etc.
- The bidder's products, services, and facilities shall be in full compliance with any and all applicable state, federal, local, environmental, and safety laws, regulations, ordinances, and standards or any standards adopted by nationally recognized testing facilities regardless of whether or not they are referred to in this invitation.
- Vendor shall maintain insurance from companies licensed to write business in South Carolina, with an A.M. Bets rating of "A" or higher, and acceptable to Legion Collegiate Academy.
- Certificates shall be furnished to OCA naming Oceanside Collegiate Academy as an additional insured. The amount of insurance to be provided for all coverages shall be not less than \$1,000,000 per occurrence for claims arising from bodily injury and/or property damage, including accidental death which may arise directly or indirectly from Vendor's performance of professional services performed. Insurances to be included:
Commercial General Liability, Workers' Compensation and Employer's Liability, Business Auto Liability, Professional Liability Insurance.

PROJECT OVERVIEW AND SCOPE

PROJECT OVERVIEW

Oceanside Collegiate Academy, a public charter school, is seeking the services of qualified firms for general contracting services.

The intent of this RFP is to award a contract for service to the successful Proposer.

- As part of the work, the firm shall furnish and assume full responsibility for everything required for the orderly progress and proper execution and completion of the Services.
- Contractor shall employ only person duly licensed by the State of South Carolina to perform the Work required under this Contract for which applicable South Carolina Law requires a license.

SCOPE

Services to be Performed:

Oceanside Collegiate Academy wishes to add an outdoor classroom that will help its students “social distance” during the COVID-19 pandemic. Long-term, the school envisions this space being an enjoyable gathering area for students and faculty.

The space itself will be located at the rear of the existing school building in an area that is currently a grassy, unused area. A survey of the school has been attached to this RFP with the approximate location marked. The school wishes to replace this grassy area with artificial turf that has sufficient drainage. The turf area is estimated to measure at least 50’ by no more than 66’ and will have means of ingress/egress by way of sidewalk. In addition, the school is seeking a shade structure to cover the entire area. The shade structure will be made of a water-resistant, preferably fade-resistant material such as canvas, and will be supported by metal or aluminum poles, set at angles to allow for proper run-off of rain. The shade should be a blue color that matches the school’s primary color. This area is intended to accommodate a classroom, or potentially outdoor lunches, and other gatherings.

Services listed in the scope can begin as soon as work is awarded and must be completed by November 30, 2020. The school is paying for the project with federal CARES Act funds, and in order to be eligible for these funds the project must be completed by this date.

The Services being performed will include the following:

- Any filing of permits/fees required by local, state, or federal agencies
- Civil and/or architectural design costs
- General Conditions
- Other activities associated with soft costs necessary to complete the project (e.g. Builder's Risk/General Liability insurance carried by the GC, Contingency planning)
- Preparation of the area with any necessary excavation, grading, filling, etc.
- Installation of a sub-surface base material customary for a project of this order
- Installation of a synthetic turf with (what type?)
- Installation of poles to support a sunshade
- Installation of a sunshade
- Installation of landscaping around the project

PROJECT OVERVIEW AND SCOPE

Due to the school's condensed timeframe to have work completed for CARES Act reimbursement eligibility, mandatory pre-bid conferences are waived. If a bidder has any specific questions about the project, they may inquire with the Contact name listed on the cover page. Any bidder may request a copy of questions asked by competing bidders with the Contact name listed on the cover page.

All proposals in response to this RFP are due no later than 12:00pm EST, August 11, 2020. Evaluation of proposals will be conducted from August 11 through August 14, 2020. If additional information or discussions are needed with any Bidder during this period, the Bidder(s) will be notified.

The selection decision for the winning Bidder will be made no later than August 17, 2020.

PROPOSAL EVALUATION CRITERIA

The evaluation of the proposals will be based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria:

- Overall proposal suitability: proposed solution(s) must meet the scope and needs included herein and presented in a clear organized manner.
- Organizational Experience: Bidders will be evaluated on their experience as it pertains to their experience with similar projects and charter schools and K12 clients.
- Value and Cost: Bidders will be evaluated on the cost of their solutions(s) based on the work to be performed in accordance with the scope of this service

Oceanside Collegiate Academy reserves the right to award to the bidder that presents the best value to OCA as determined solely by OCA in its absolute discretion.