

Tennis Court Windscreen for Fayette County Public Schools

Request for Quotes No. 25-015-075

Georgia Procurement Registry Event No.
PE-65615-NONST-2025-000000048



NOTICE TO VENDORS

Brief Description of NEED: Fayette County Public Schools is in need of tennis court windscreens installed at the new tennis courts being constructed at all of the high schools within the district.

Service Location(s): Whitewater High School, 100 Wildcat Way, Fayetteville, Georgia 30215
Starr's Mill High School, 193 Panther Path, Fayetteville, Georgia 30215
Sandy Creek High School, 360 Jenkins Road, Tyrone, Georgia 30290
McIntosh High School, 201 Walt Banks Rd, Peachtree City, Georgia 30269
Fayette County High School, 1 Tiger Trail, Fayetteville, Georgia 30214

Complete solicitation documents may be obtained at www.fcboe.org. FCPS is not responsible for respondents and/or subcontractors not obtaining the information provided through the full set of contract documents.

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Responses must be submitted via email, mail/parcel delivery, or hand delivery to the Fayette County Public Schools offices located at Facilities Services and directed to Jamie Marrero, Purchasing Associate. Envelopes should be sealed and marked conspicuously on the front with the solicitation name and number above.

SUBMISSION - BY HAND, MAIL OR COMMON COURIER

Fayette County Public Schools

ATTN: Jamie Marrero, Purchasing Department

Facilities Services

939 Goza Road, Fayetteville, Georgia 30215

SUBMISSION - BY EMAIL to: marrero.jamie@fcboe.org

Objective

The Fayette County Public Schools Purchasing Department (hereinafter FCPS) invites you to participate in a request for quote (RFQ). This RFQ will consist of providing, delivering, and installing windscreen at all of the new tennis courts being constructed at all of the high schools within the school district. The most responsive and responsible respondent will complete each project to the satisfaction of Fayette County Public Schools Facilities Services at each facility.

Responses Due

Responses to this request for quote are due no later than the date and time specified in the timeline of events either physically or electronically to the FCPS Purchasing Department located at Facilities Services, 939 Goza Road, Fayetteville, Georgia 30215. Quotes received after the specified date and time will not be considered.

Vendors are instructed to carefully read all items, conditions, terms, specifications, and attachments herein and referenced before completing their quote. Failure to comply with any requirements of the RFQ may be a cause for rejection.

Section A: Instructions to Respondents

1. Respondent Registration

1.1. Respondents are encouraged to register with the issuing agent, Jamie Marrero, by sending an email to marrero.jamie@fcboe.org after reviewing this solicitation. Respondents who register will automatically receive an email update with additional documents such as addenda and be notified of award issuance, even if they choose not to submit a response.

2. Schedule of Events

- 2.1. RFQ Released: Thursday, October 24, 2024
- 2.2. Respondent Questions Due: Friday, November 1, 2024
- 2.3. Addenda Issued (if applicable): Monday, November 4, 2024
- 2.4. Response Due: Before 10:00AM (EST), Thursday, November 7, 2024
- 2.5. Anticipated Purchase Order Date: November 15, 2024

3. Project Documents and Forms

3.1. Documents and forms required for submission as part of this RFQ can be found on the FCPS Purchasing Department website. Failure to include required submissions listed herein may result in a rejection of the response. A

list of required forms is contained herein and additional submissions may be required per the specifications contained herein.

4. Response Delivery

- 4.1. Responses may be submitted electronically, by mail, or hand-delivered to Facilities Services, 939 Goza Road, Fayetteville, Georgia 30215, Attention: Purchasing Department.
- 4.2. Quote openings will occur at the date and time specified at the address above.
 - 4.2.1. No faxed or telephone responses will be accepted or considered.
- 4.3. Responses may be emailed to the issuing agent if meeting the following guidelines:
 - 4.3.1. Emailed responses must be in a consistent, clear, and readable format and complete. (Adobe PDF format is preferred)
 - 4.3.2. All response documents should be bound in one document. Multiple separate documents may result in evaluation score reductions.

5. Attachments

- 5.1. Any specification listed with “Must Include Attachment” should include a document within the response conforming to standards set forth.
- 5.2. All attachments must be marked and labeled using the following format: Attachment #, Solicitation Reference, Respondent Name, Solicitation Title, and Number.

6. Response Format Requirements

- 6.1. The solicitation document has been carefully organized. All sections, specifications, requirements, and appendices are numbered; therefore responses should be organized in the same manner referencing the solicitation document when necessary.
- 6.2. All pages should be numbered and contain page headings or footers with the respondent's name and the solicitation title and number.
- 6.3. Multiple Response from the Same Respondent
 - 6.3.1. Respondents may submit more than one response when offering multiple alternatives.

- 6.3.2. Responses must be separate and each should conform to all terms and conditions within the solicitation.
- 6.3.3. Responses must be labeled separately to easily identify differing responses from the same respondent.

Section B: Scope of Work and Specifications

7. Scope of Work

- 7.1. Fayette County Public Schools is seeking firm pricing for the installation of windscreen at all the new tennis courts being constructed at all of the high schools within the school district. Respondent must provide all materials, freight/shipping, labor, and installation. This will include any rental or use of equipment required for installation and the disposal of any job related debris.

8. Site Visit (REQUIRED)

- 8.1. Site visits can be scheduled by contacting Beria Orr, Maintenance Coordinator, via orr.robert@fcboc.org or by phone 770-460-3522.
- 8.2. Site visits must be scheduled and completed 72 hours prior to the bid closing.
- 8.3. Currently the only sites that have the completed tennis court fencing are Whitewater High School, Starr's Mill High School, and Sandy Creek High School. You will be required to visit Whitewater or Sandy Creek (as these two schools have the same layout) and Starr's Mill.

9. Technical Specifications

- 9.1. 8oz VCP Windscreen 9' H
 - 9.1.1. Fabricated with hem, grommets, center seam, and half moon vents/vents
 - 9.1.2. Material: Vinyl coated polyester scrim (VCP)
 - 9.1.3. Material Composition: 9x12 1000 Denier Polyester WI Flat with vinyl coating
 - 9.1.4. Filament Strength: 90lbs per square inch
 - 9.1.5. Material Weight: 8oz per square inch
 - 9.1.6. Material Color: Black

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- 9.1.7. Installation materials including but not limited to; 11GA Steel Hog Rings, 8" UV Treated Zip Ties, etc.
- 9.2. Sandy Creek High School will have the same layout as Whitewater High School (See attached drawings)
 - 9.2.1. This layout calls for three (3) total windscreens to be installed.
- 9.3. McIntosh High School and Fayette County High School will have the same layout as Starr's Mill High School (See attached drawings)
 - 9.3.1. This layout calls for two (2) total windscreens to be installed.

Section C: General Terms and Conditions

FCPS's General Terms and Conditions are posted on the Purchasing Department website under the heading of Vendor Terms, Conditions, and Forms at www.fcboe.org. By submission of a response, the respondent acknowledges they have read and understood these General Terms and Conditions as well as any terms and conditions contained herein.

Section D: Special Terms and Conditions

10. Quote Opening

- 10.1. Quotes will be opened at the date and time provided in the schedule of events. All results will be publicly posted on the FCSD website once an award recommendation is made.
- 10.2. Quote openings are open to the public.
- 10.3. Quotes must be marked with the RFQ number.
- 10.4. Electronically delivered quotes will utilize the timestamp generated on the email.
- 10.5. Quotes must conform to the guidelines listed herein.
- 10.6. Quotes received late will be marked "non-responsive" and may not be considered at the sole discretion of the FCPS Purchasing Department.

11. Questions

- 11.1. All questions concerning this solicitation must be submitted in writing by email to the issuing agent.
- 11.2. No questions other than written will be accepted and only answers provided via addenda shall be binding.

12. Award Oversight

12.1. The awarded respondent will report to Mike Satterfield, Director of Facilities Services, or their designee.

13. Cooperative Purchasing

13.1. This solicitation allows for other Fayette County, Georgia government entities, including local municipalities, to purchase from the awarded contract at the same prices quoted during the effective term pending an agreement between the awarded respondent(s) and the third party.

14. Quote Evaluations

14.1. According to the Fayette County Board of Education policy, DJE “lowest price alone will not be the sole determining criteria in the selection process”.

14.2. Factors that may be used in evaluating responses may include but are not limited to, the following: price/cost, warranty, service guarantees or past performance, costs of ownership analysis, business capabilities analysis, delivery schedules and methods, and product-specific manufacturer/quality standards.

14.3. Respondents may inquire as to specific evaluation methods and may request in writing an explanation of evaluation methods used to determine an award. See General Terms and Conditions regarding award protests.

15. Cost Escalation/Price Change

15.1. The Purchasing Department recognizes that independent market factors may result or necessitate the need for price changes. Through the submission of a quote, the respondent agrees to the following:

15.2. All price increases must be based upon product cost ONLY, and documentation of the price increase is required.

15.3. Quote prices must be held firm for the term of the solicitation or December 31st of the issuing year, after which an escalator can be invoked.

15.4. The awarded respondent must provide the FCPS Purchasing Department written notification at a minimum of 30 days before a price escalation change.

15.5. Single changes of no more than 10% are allowed. There are exceptions only when market conditions dictate a revised escalator for a particular commodity.

15.6. FCPS reserves the right to accept or reject any price escalation. A rejection of a price escalation may result in the termination of any agreement, contract, purchase order, or other agreement without fault or obligation.

16. Installation

16.1. List installation details, directions, here including removal of packing material, hours, contacts, etc.

17. Quantities

17.1. Quantities are not guaranteed. Purchase orders will be issued with specific quantities, as needed, for the term of this solicitation. The Fayette County School District anticipates ordering the requested quantities, with the possibility of ordering additional as needed, but the total amount purchased will be determined by the available budget allotment.

18. Term

18.1. The term of this RFQ and resulting agreement is from the date of resulting award issuance until June 30, 2025, with no option to renew.

18.2. Per the General Terms & Conditions, should the Fayette County Board of Education fail to appropriate funding for each fiscal year beginning July 1st, this solicitation and resulting contract or purchase orders will be canceled with no-fault or obligation beyond products or services already received and properly invoiced.

18.2.1. FCPS may notify the awarded bidder in writing thirty (30) days prior to cancellation for non-appropriation.

19. Required Forms

19.1. The forms listed below are required for submission and included as attachments. They may also be located on FCPS's Purchasing Department website at www.fcboe.org.

19.1.1. Solicitation Response Form

19.1.2. Reference Form

19.1.3. W-9 Document

19.1.4. E-Verify Documentation

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- 19.1.5. Current Certificate of Insurance (With Fayette County Public Schools listed as the certificate holder) meeting the minimum requirements outline in our General Terms and Conditions
- 19.2. Failure to include any form may result in a reduction in evaluation scoring or the submitted quote being declared non-responsive at the sole discretion of the FCPS Purchasing Department.
- 19.3. This request for quote, any addenda, and the awarded quote will be incorporated into any resulting contract and/or purchase order.

Cost Proposal

Location of Tennis Court	Total Project Cost
Whitewater High School	\$
Starr's Mill High School	\$
Sandy Creek High School	\$
McIntosh High School	\$
Fayette County High School	\$

Total Cost of Projects Combined: \$ _____

Company Name

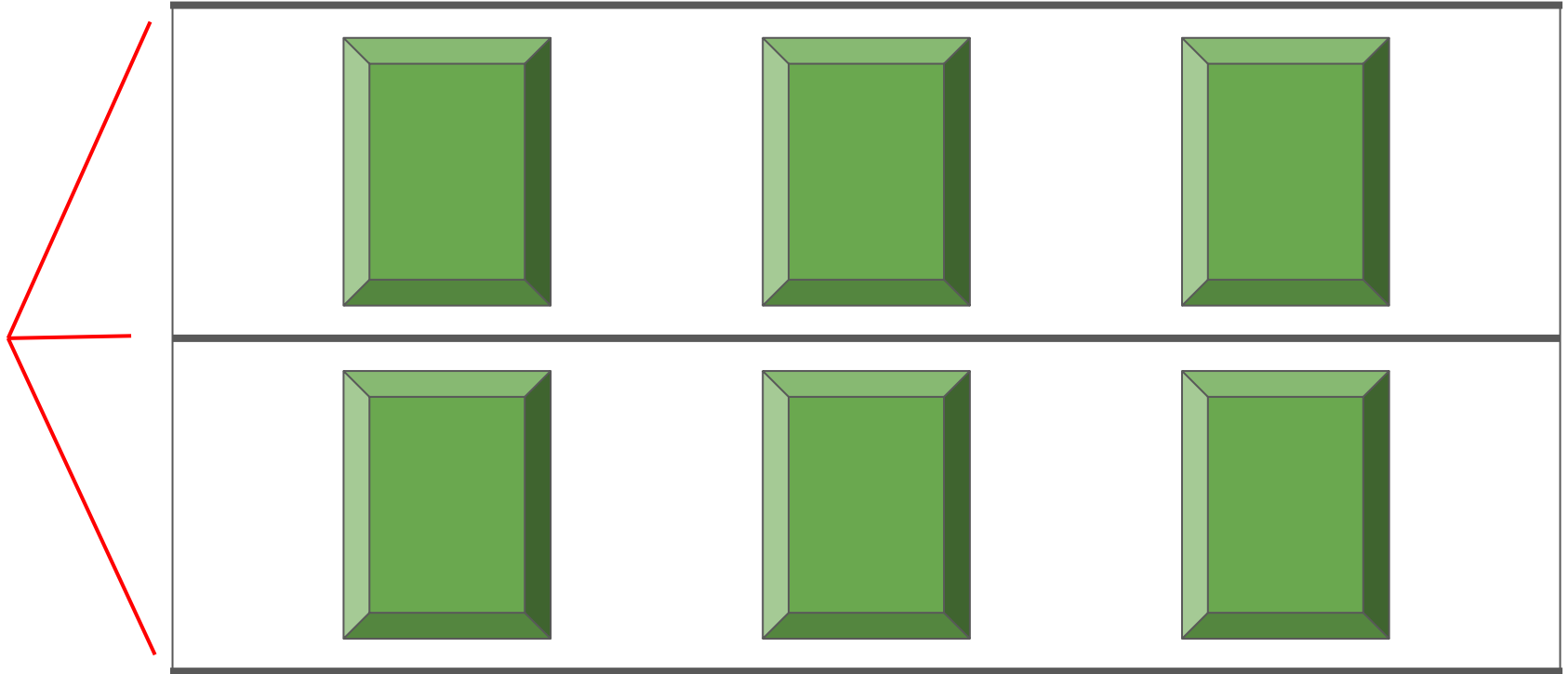
Date

Signature

Printed Name

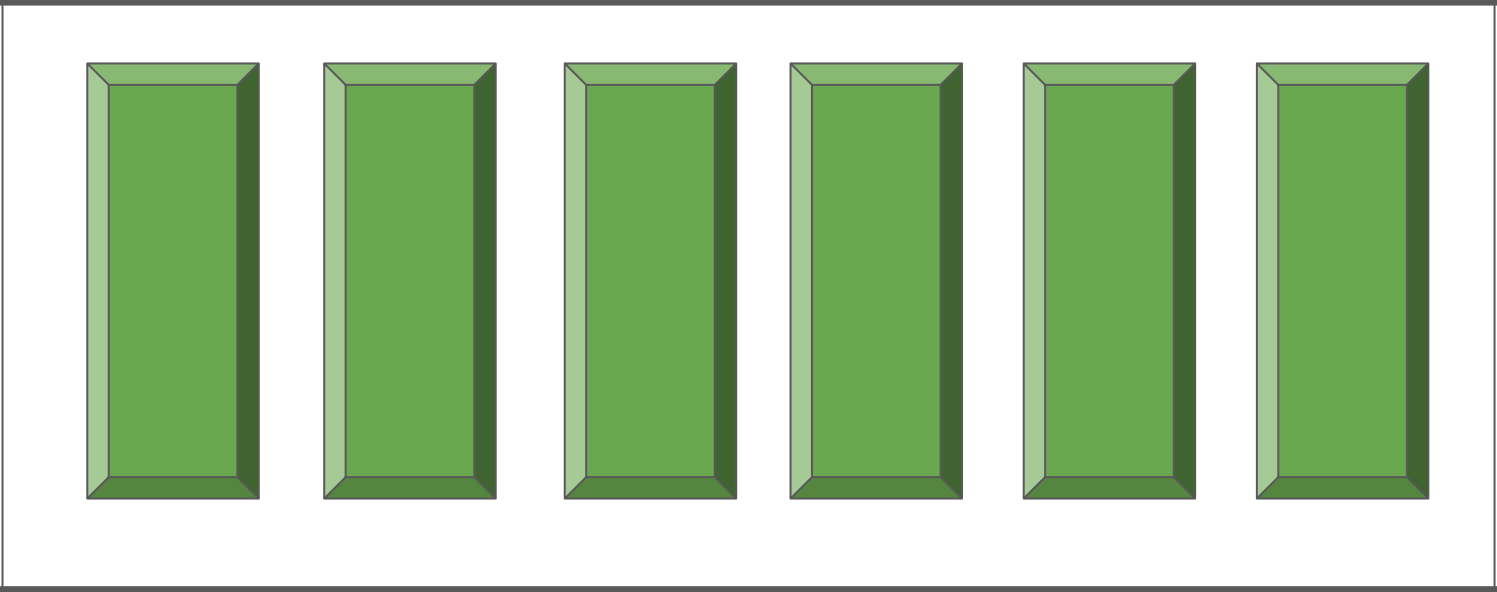
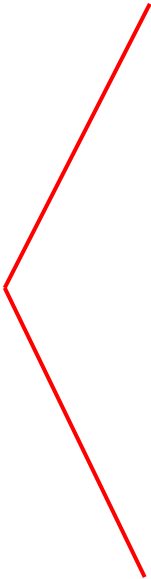
Whitewater & Sandy Creek: Tennis Court Layout

Windscreen



Starr's Mill, McIntosh & Fayette County: Tennis Court Layout

Windscreen



Solicitation Response Form

Place this form on top of your response.

Company Name:	
Point of Contact:	
Street Address:	
City:	
State:	
Zip Code:	
Telephone:	
Email:	
Website:	

Authority to Act

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the products/services in accordance with the terms and conditions herein.

Terms, Conditions, and Specifications

Through the submission of response and signature below, the respondent verifies that their solution, if applicable, complies fully, or complies with an exception, to all stated general and special terms, conditions, and specifications. See the FCPS General Terms and Conditions for further information and directions on notating exceptions to stated specifications.

Addenda

Through the submission of response and signature below the respondent verifies that they have read and understood any addenda issued for this solicitation if issued.

Signature: _____ Date: _____

FCPS Purchasing Department Reference Form

Requested Information	Response
Reference Name	
Contact for Reference	
Street Address	
City, State, Zip	
Phone Number	
Email	

Requested Information	Response
Reference Name	
Contact for Reference	
Street Address	
City, State, Zip	
Phone Number	
Email	

Requested Information	Response
Reference Name	
Contact for Reference	
Street Address	
City, State, Zip	
Phone Number	
Email	

FAYETTE COUNTY PUBLIC SCHOOLS - PURCHASING DEPARTMENT
GEORGIA SECURITY & IMMIGRATION COMPLIANCE ACT FORM

**GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT OF 2006, AS AMENDED BY
THE ILLEGAL IMMIGRATION REFORM ACT OF 2011, OCGA 13-10-90, ET SEQ.**

TO ALL PROSPECTIVE CONTRACTORS:

If you are providing services to Fayette County Public Schools, this completed document, as well as the applicable Georgia Security and Immigration Compliance forms and affidavits referenced herein must be completed, signed, notarized and submitted with your bid, proposal or contract.

Fayette County Public Schools shall comply with the Georgia Security and Immigration Compliance Act, as amended, O.C.G.A., ~13-10-90 et seq. In order to ensure compliance with the Immigration Reform and Control Act of 1986 (IRCA, P.L. 99-603 and the Georgia Security and Immigration Compliance Act of 2006, as amended by the Illegal Immigration Reform Act of 2011, O.C.G.A. ~ 13-10-90 et seq. (collectively the "Act") the contractor ("Contractor") **MUST INITIAL** the statement applicable to Contractor below:

INITIAL ONLY ONE CHOICE BELOW

____ (Initial here) Contractor represents and warrants that Contractor has registered at <https://e-verify.uscis.gov/enroll/> to verify information of all new employees in order to comply with the Act; Is authorized to use and uses the federal authorization program; and will continue to use the authorization program throughout the contract period. Contractor further represents, warrants and agrees that it shall execute and return any and all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-01 et.seq. In accordance with the terms thereof; (Complete and submit the Contractor Affidavit and Agreement); **OR**

____ (Initial here) Contractor represents and warrants that it has no employees and does not intend to hire employees to perform contractual services, and that Contractor has therefore provided a U.S. state-issued Driver's license or ID card in lieu of an affidavit and that such license or ID card was issued by a State that verifies lawful Immigration status before issuing the license or ID card. If my status changes I will, before hiring any employees, immediately notify the School District in writing and provide all affidavits required under the Act; **OR**

____ (Initial here) Contractor represents and warrants that it does not physically perform any service within the State of Georgia as defined in the Act and thus does not have to comply with foregoing Georgia law; **OR**

____ (Initial here) Contractor is a foreign company and therefore not required to provide the affidavit as required by the Act. The Contractor must comply with any other laws required to perform services in the United States, including but not limited to having an appropriate visa.

USE OF SUBCONTRACTOR(S) and COMPLIANCE AS ABOVE

____(Initial here) Contractor will not employ or contract with any subcontractor in connection with a covered contract unless the subcontractor is registered, is authorized to use, and uses the Federal Work Authorization Program and provides Contractor with all affidavits required by the Act and the rules and regulations issued by the Georgia Department of labor as set forth at Rule 300-10-01 et seq.

____(Initial here) Contractor covenants and agrees that, if Contractor employs or contracts with any Subcontractor in connection with the covered contract under the Act and DOL Rule 300-10-1-02, then in such event Contractor will secure from each subcontractor at the time of the subcontract, the subcontractor's name and address, the employer identification number/taxpayer identification number applicable to the subcontractor; the date the authorization to use the Federal Work Authorization Program was granted to subcontractor; the subcontractor's attestation of the subcontractor's compliance with the Act and Georgia Department of Labor Rule 300-10-1-.2.; and the subcontractor's agreement not to contract with subcontractors unless the subcontractor is registered, authorized to use, and uses the Federal Work Authorization Program; and provides subcontractor with all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-01 et seq. (Complete and submit the Subcontractor Affidavit and Agreement)

____(Initial here) Contractor agrees to provide Fayette County Public Schools with all affidavits of compliance as required by the Act and Georgia Department of Labor Rule 300-10-1-02, 300-10-1-03, 300-10-1-07 and 300-10-1-08 within five (5) business days of its receipt of any such documents.

Company Name: _____

SIGNATURE: _____

DATE: _____

FAYETTE COUNTY PUBLIC SCHOOLS - PURCHASING DEPARTMENT
CONTRACTOR AFFIDAVIT PROVIDED PURSUANT TO O.C.G.A. § 13-10-91(b)(2)

(Rev. 4/18/2019)

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 under a contract with Fayette County Public Schools, 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 covenants that it will continue to use the federal work authorization program throughout the contract period, that the undersigned contractor will contract for the physical performance of services in the performance 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), and that the contractor shall forward any subcontractor's affidavit to the School District within five (5) days of its receipt of the same.

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

EEV User Identification Number (4 to 6 Digit Number) _____

Date of Authorization _____

Contractor/Company _____

Email Address _____

Telephone Number _____

Name of Project _____

Project Number _____

Name of Public Employer _____

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

Executed on _____, 20__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent

NOTARY INFORMATION

Sworn to before me this __ day of _____, 20_____.

Notary Public Signature

My Commission Expires: _____

Affix Notarial Seal Here

**FAYETTE COUNTY PUBLIC SCHOOLS - PURCHASING DEPARTMENT
SUBCONTRACTOR AFFIDAVIT PURSUANT TO O.C.G.A. § 13-10-91(b)(3)**

(Rev. 4/18/2019)

By executing this affidavit, the undersigned subcontractor 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 under a contract with _____, which has a contract with Fayette County Public Schools, 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 subcontractor covenants that it will continue to use the federal work authorization program throughout the contract period, that the undersigned subcontractor will contract for the physical performance of services in the performance of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b), and that the subcontractor shall forward any sub-subcontractors affidavit to the contractor and School District within five (5) days of its receipt of the same.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

**EEV User Identification
Number (4 to 6 Digit Number)** _____

Date of Authorization _____

Subcontractor/Company _____

Email Address _____

Telephone Number _____

Name of Project _____

Project Number _____

Name of Public Employer _____

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

Executed on _____, 20__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent

NOTARY INFORMATION

Sworn to before me this __ day of _____, 20____.

Notary Public Signature

My Commission Expires: _____

Affix Notarial Seal Here