REQUEST FOR PROPOSAL (RFP)

EXISTING AS-BUILTS

for the

Thomasville City Schools – 6-12 School - Scholars Academy

July 22, 2021

1) **Introduction:**
    a. Background Information:
        i. The location is the current site of Scholars Academy. Scholars Academy is located at 117 Glenwood Dr, Thomasville, GA 31792.
        ii. The square footage of Scholars Academy is approximately 42,000sf for the North building and 39,000sf for the South building. Both buildings are brick and were built in 1931.
    b. Owner:
        i. Thomasville Board of Education
        404 N Broad Street Suite 3
        Thomasville, GA 31792

    c. Project Architect:
        i. Altman + Barrett Architects
        P.O. Box 665 Hahira, GA
        31632

2) **Submittal Requirements:**
    a. This Request for Proposal (RFP) is for as-built drawings for the location listed in Part 1.a.i of this RFP.
    b. Responses shall be submitted in an opaque envelope on the bid form supplied within this RFP and the outside of the envelope shall be clearly marked as Existing As-Builts for the Thomasville City Schools – 6-12 School - Scholars Academy.
    c. Responses must be received (mail or hand delivery only) by August 19, 2021 no later than 2:00 pm, after which time they will no longer be accepted. Responses will be opened, read aloud, and recorded at the office of Altman + Barrett Architects. Responses must be mailed to:

        Altman + Barrett Architects, P.C.
        P.O. Box 665
        Hahira, GA 31632

        or hand delivered to:

        Altman + Barrett Architects, P.C.
        117 West Main Street
        Hahira, GA 31632

d. Project proposals shall include:
    i. A summary of the proposal methodology, technical approaches in accomplishing the work, and understanding of the scope of the project.
    ii. Team members, their roles, and applicable work experience.
    iii. Qualifications, certifications, and licenses if applicable.
    iv. Proposed project schedule.
    v. Insurance certifications as follows:
        1. General Liability Insurance: Responses to this RFP shall certify that the Contractor will, at its own expense, maintain in force a policy of insurance which will insure against liability for property damage and/or injury/death with regard to any property or persons associated with the project. The liability and property damage coverage of such insurance shall not be less than One Million Dollars ($1,000,000) per incident and Two Million Dollars ($2,000,000) aggregate. If selected the Contractor will have the Owner added to said insurance policies as a named additional insured, on a primary, non-contributory basis, as its interests may appear, and to provide the Owner with a copy of the insurance policy from said insurance company, or companies, showing coverage as herein before required, such certificate to show the Owner as an additional insured and to provide that coverage shall be terminated without written prior notice to the Owner of at least thirty (30) days.
        2. Automobile Insurance: Responses to this RFP shall certify that the Contractor maintains automobile liability insurance and will provide the Owner with proof of coverage in an amount greater than or equal to One Million Dollars ($1,000,000) for the duration of the contract. If selected, the Contractor shall provide the Owner with a copy of the insurance policy from said insurance company or companies, showing coverage as herein before required, such certificate to show the Owner as an additional insured and to provide that coverage shall be terminated without written prior notice to the Owner of at least thirty (30) days.
        3. Worker's Compensation Insurance: Responses to this RFP shall certify that the Contractor maintains Worker's Compensation Insurance in accordance with Georgia Law.

3) Project Information:

a. Schedule:
    i. It is anticipated that the as-built services can begin immediately upon the full execution of a contract between the Owner and the successful proposer.
b. Scope of Work:
    i. The proposer selected for this project shall be required to provide services necessary for the performance and completion of work noted below.
        1. Perform a 3D scan to document the interior and exterior for the building listed in Part 1.a.i of this RFP.
        2. Prepare a 3D Revit model that includes but not limited to the following with a minimum LOD 200;
            a. Floor plans
            b. Exterior Elevations
            c. Exterior Finish Schedules

d. Interior Elevations
e. Interior Finish Schedules
f. Reflected Ceiling Plan
g. MEP (locate visible switches, data outlets, receptacles, fixtures, smoke detectors, vents, alarm pulls, emergency lighting, lighted exit signs etc.)
h. MEP Schedules (provide detailed information for each major accessible MEP item including all visible placard information)

3. Provide to Owner and Architect a 3D Revit model.

c. Basis of Compensation:
   i. The Owner is requesting a lump sum fee for the Scholars Academy project. The lump sum fee must include all necessary costs to perform the work including but not limited to; labor, equipment, and reimbursable expenses.

4) Selection Process:

a. The following criteria shall be used in the selection process;
   i. Proposal Fee
   ii. Experience/Qualifications of Proposer
   iii. Project approach
   iv. Current workload and availability

5) Questions:

a. Questions concerning this RFP shall be directed in writing to Leah Jones, Altman + Barrett Architects, at ljones@altmanbarrettarchitects.com.

The Owner reserves the right to reject any and all proposals and to waive technicalities and formalities.

Bid Form

Existing As-Builts for the following project:

21002 – Thomasville City Schools – 6-12 School - Scholars Academy

Bid Deadline: 2:00pm. on Thursday, August 19, 2021. Bids received after the deadline will not be considered. Bids to be submitted on this form via mail or hand delivery. E-mail or fax bids will not be accepted. Bids will be received at the office of Altman + Barrett Architects (mailing address: P.O. Box 665 Hahira GA 31632 / physical delivery to 117 West Main Street Hahira GA 31632) no later than the above stated time.

This bid is presented by:
Name of Firm _____ _____

Address: _____

Telephone:_____Fax:_____

E-Mail:_____

Date: _____

The Firm is represented by:

Name:_____

Title _____

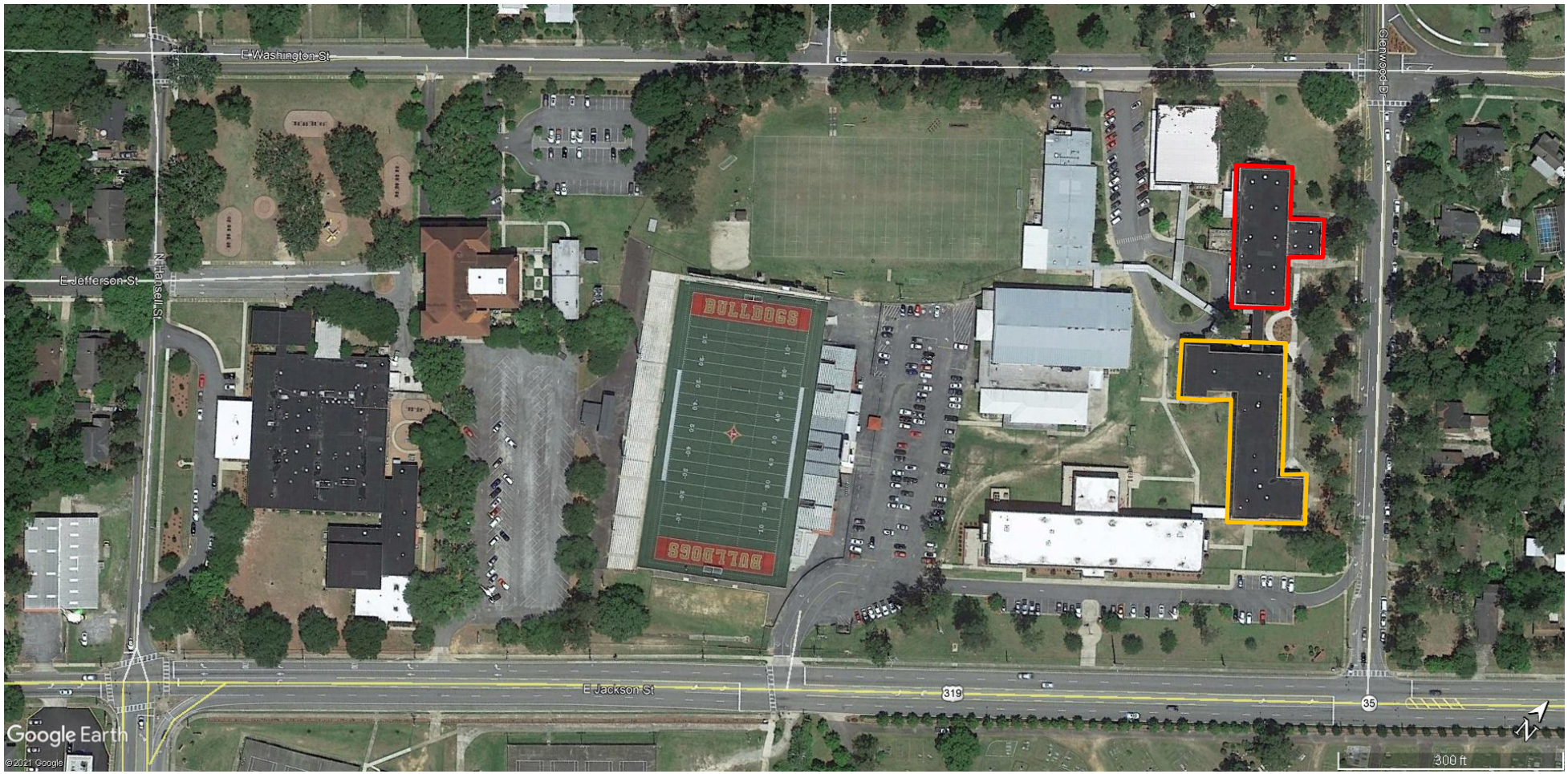
Total lump sum bid to supply existing as-built services per the requirements of this RFP:

$_____.

This bid will remain in effect for_____Days.

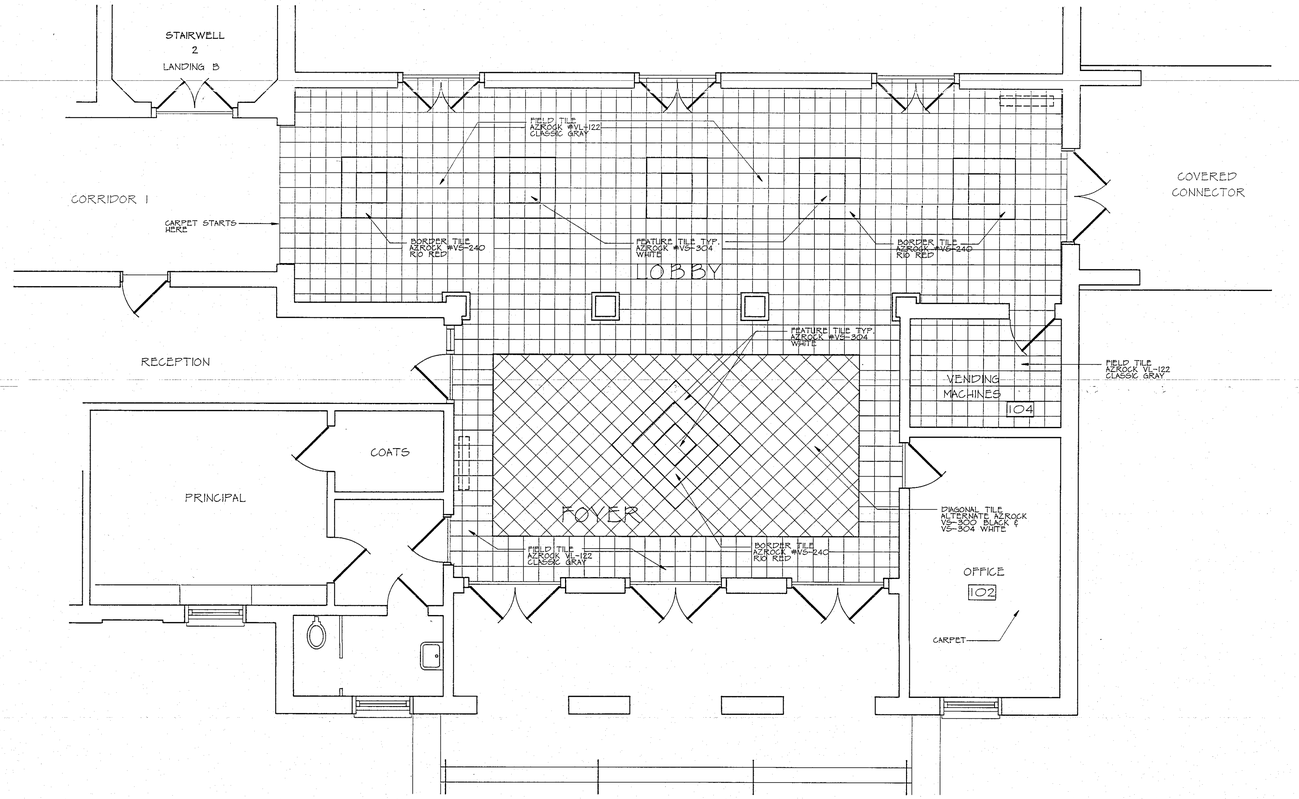
Authorized Signature:_____.

Date:_____



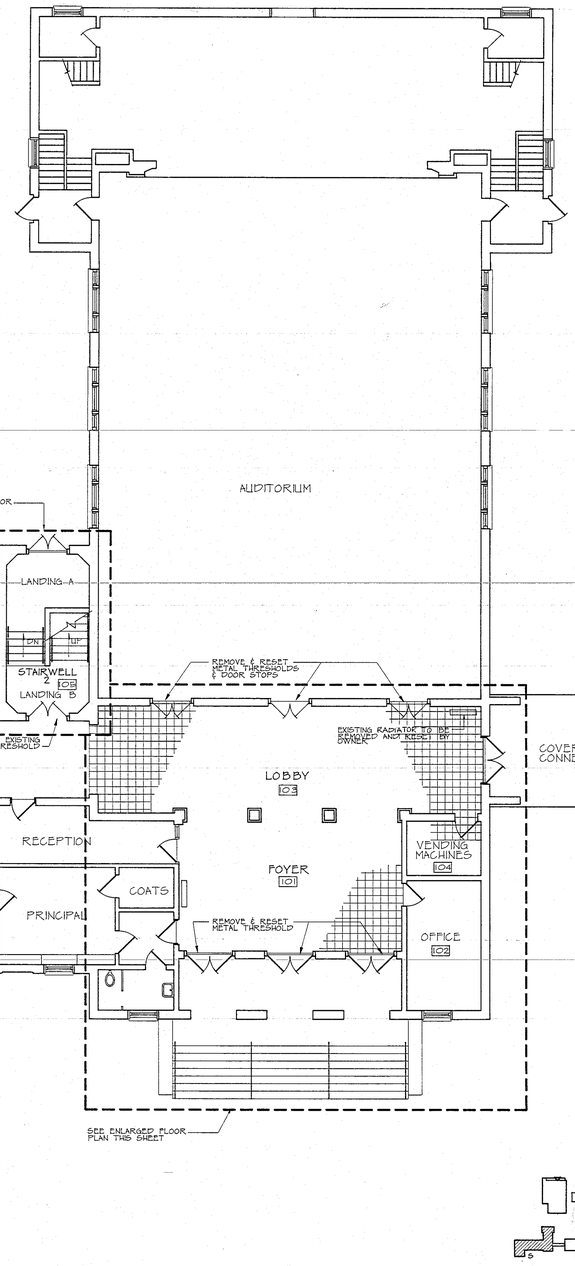
Scholars Academy North Building

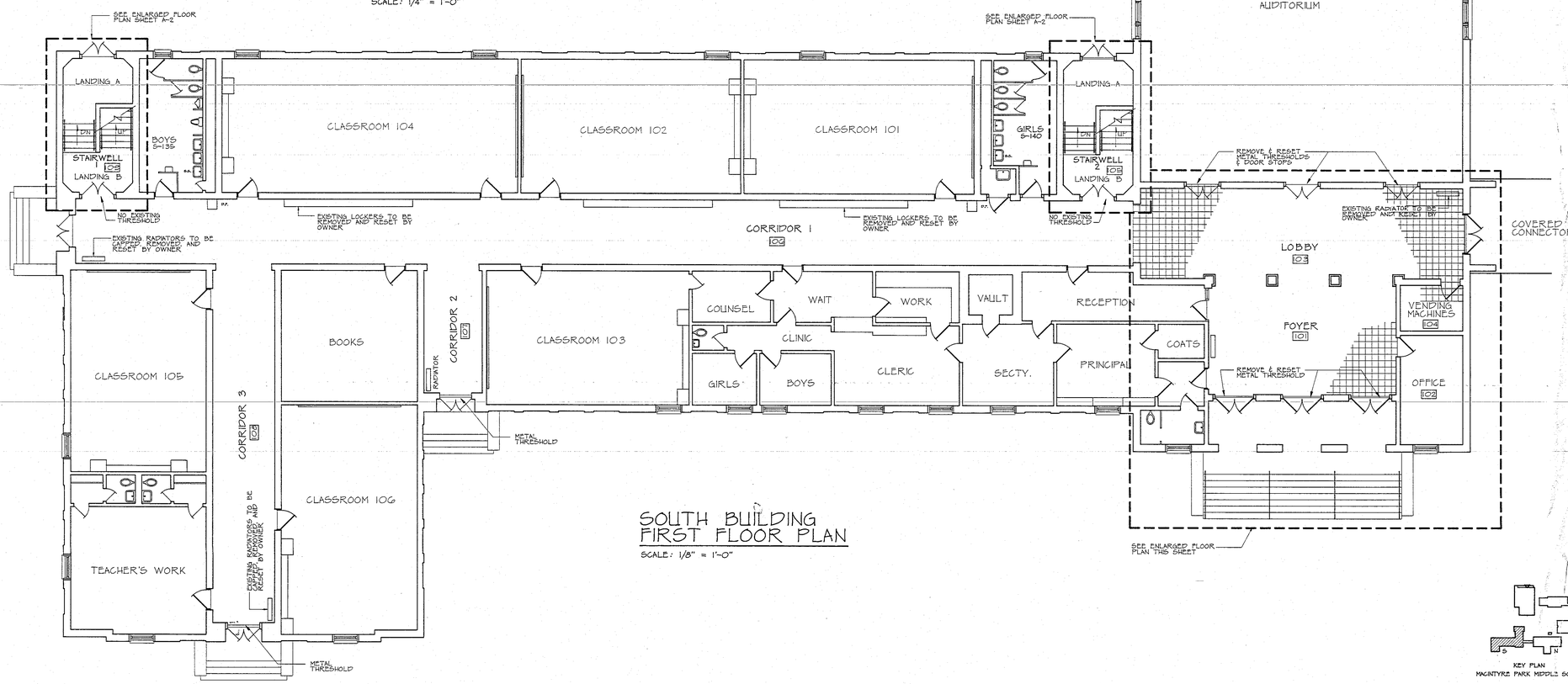
Scholars Academy South Building



LOBBY FLOOR TILE LAYOUT

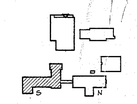
SCALE: 1/4" = 1'-0"





SOUTH BUILDING FIRST FLOOR PLAN

SCALE: 1/8" = 1'-0"



KEY PLAN
MACINTYRE PARK MIDDLE SCHOOL

STATE OF GEORGIA
LEON F. LYNN
REGISTERED ARCHITECT

A PROFESSIONAL CORPORATION
JRL

Jinright, Ryan & Lynn
241 SOUTH MADISON STREET
THOMASVILLE, GEORGIA 31792

CAD FILE	
DRAWN BY	BH
CHECKED BY	LFL
DATE	10 MAY 1996
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REVISION	
REVISION	
REVISION	

NEW FLOOR FINISHES
CORRIDORS & STAIRWAYS
NORTH & SOUTH CLASSROOM BUILDINGS

MACINTYRE PARK MIDDLE SCHOOL

117 GLENWOOD DRIVE
THOMASVILLE, GEORGIA

SHEET
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OF 4

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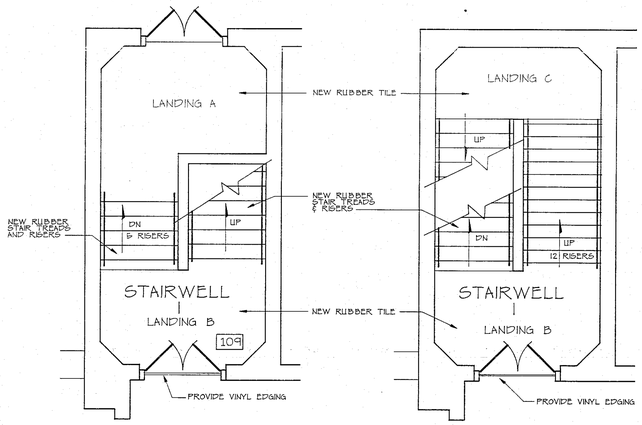


LOWER
STAIRWELL 1
FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

INTERMEDIATE
STAIRWELL 1
FIRST FLOOR PLAN

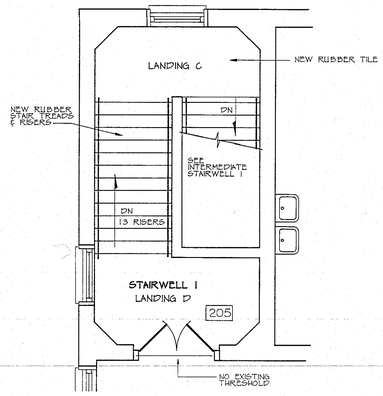
SCALE: 1/4" = 1'-0"

LOWER
STAIRWELL 2
FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

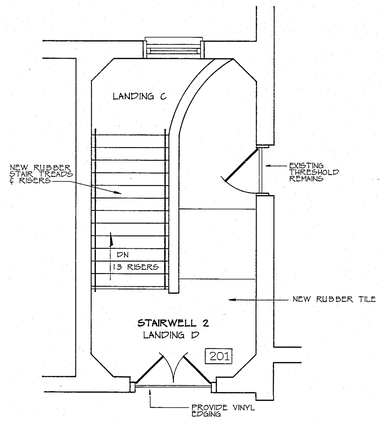
INTERMEDIATE
STAIRWELL 2
FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"



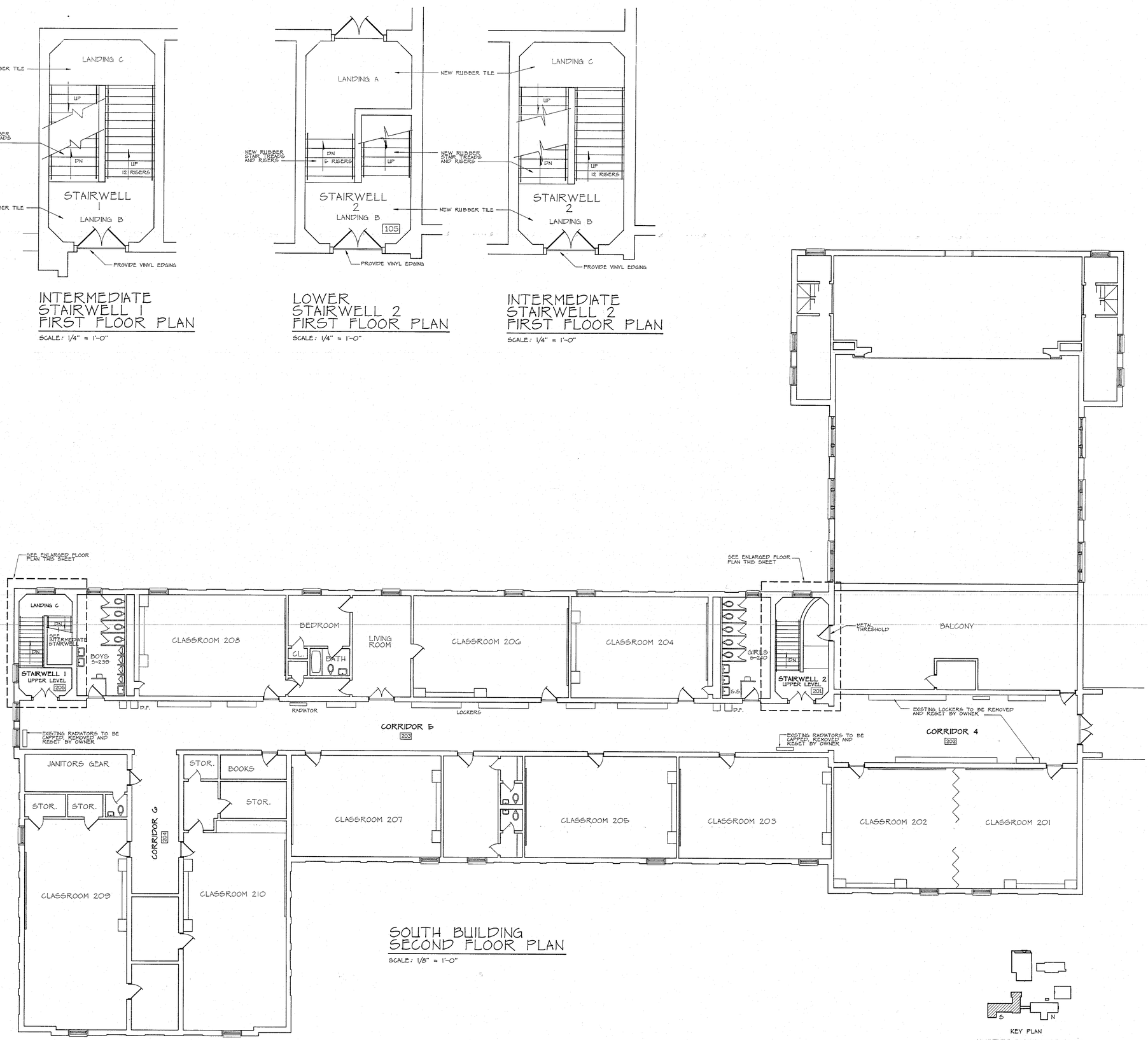
UPPER STAIRWAY 1
SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"



UPPER STAIRWAY 2
SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"



SOUTH BUILDING
SECOND FLOOR PLAN

SCALE: 1/8" = 1'-0"

KEY PLAN
MACINTYRE PARK MIDDLE SCHOOL

STATE OF GEORGIA
LEDELL F. SMITH
REGISTERED ARCHITECT

A PROFESSIONAL CORPORATION

Jinright, Ryan & Lynn
241 SOUTH MADISON STREET
THOMASVILLE, GEORGIA 31792

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NEW FLOOR FINISHES
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NORTH & SOUTH CLASSROOM BUILDINGS
MACINTYRE PARK MIDDLE SCHOOL
117 GLENWOOD DRIVE THOMASVILLE, GEORGIA

SHEET
A2
OF 4

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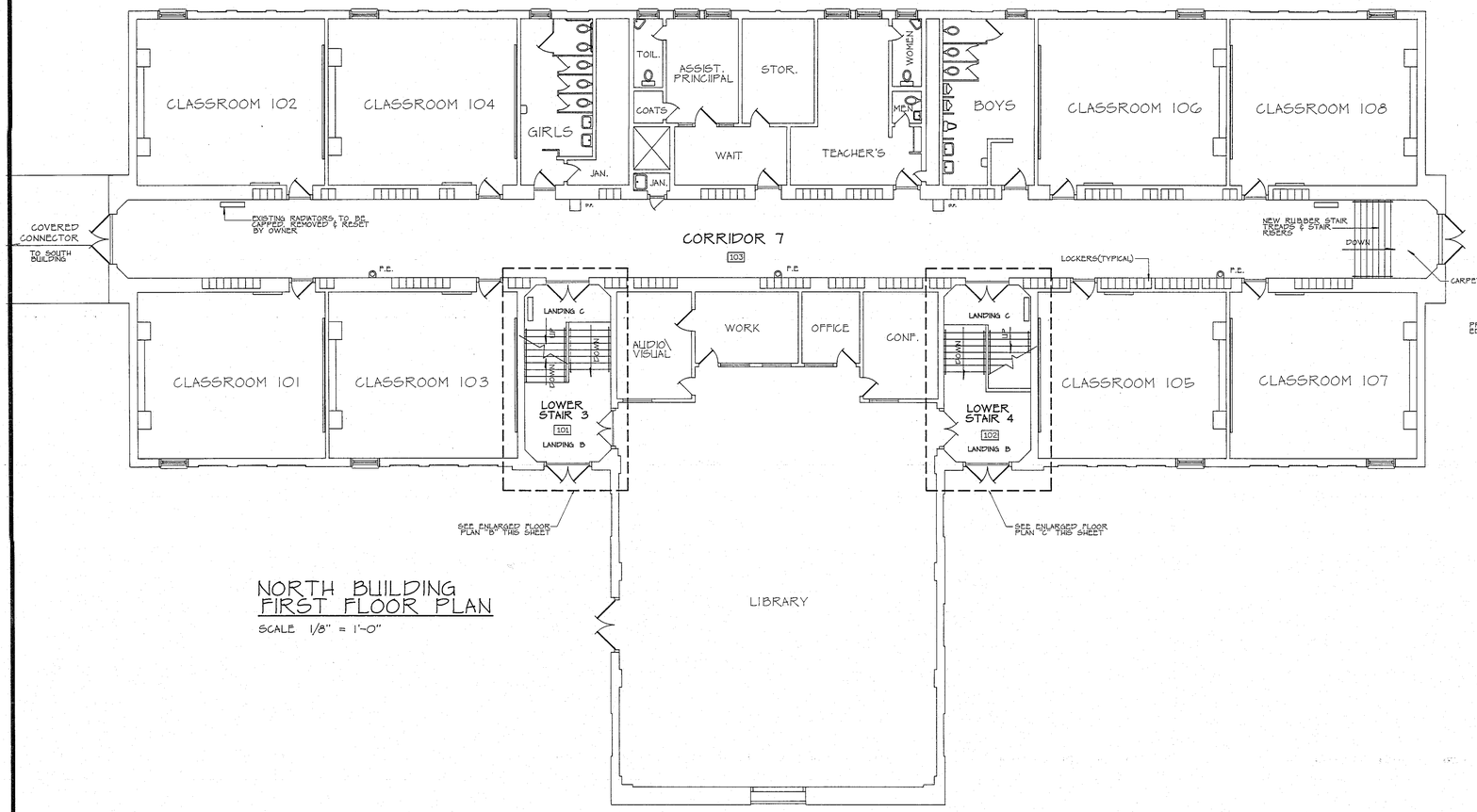
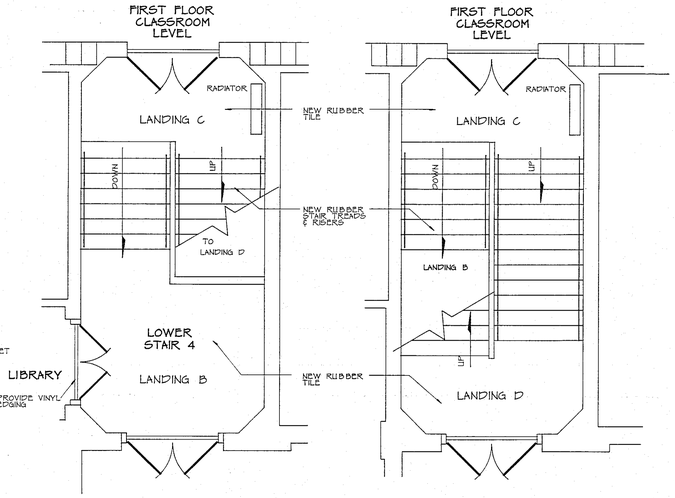


NORTH BUILDING FIRST FLOOR PLAN

SCALE 1/8" = 1'-0"

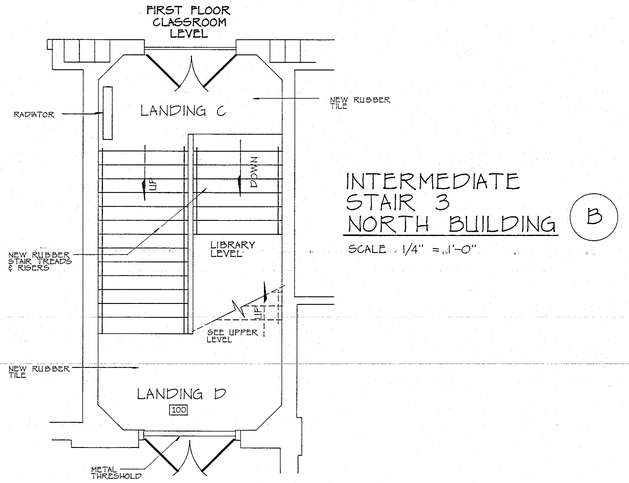


LOWER STAIR 4 NORTH BUILDING (C)

SCALE 1/4" = 1'-0"

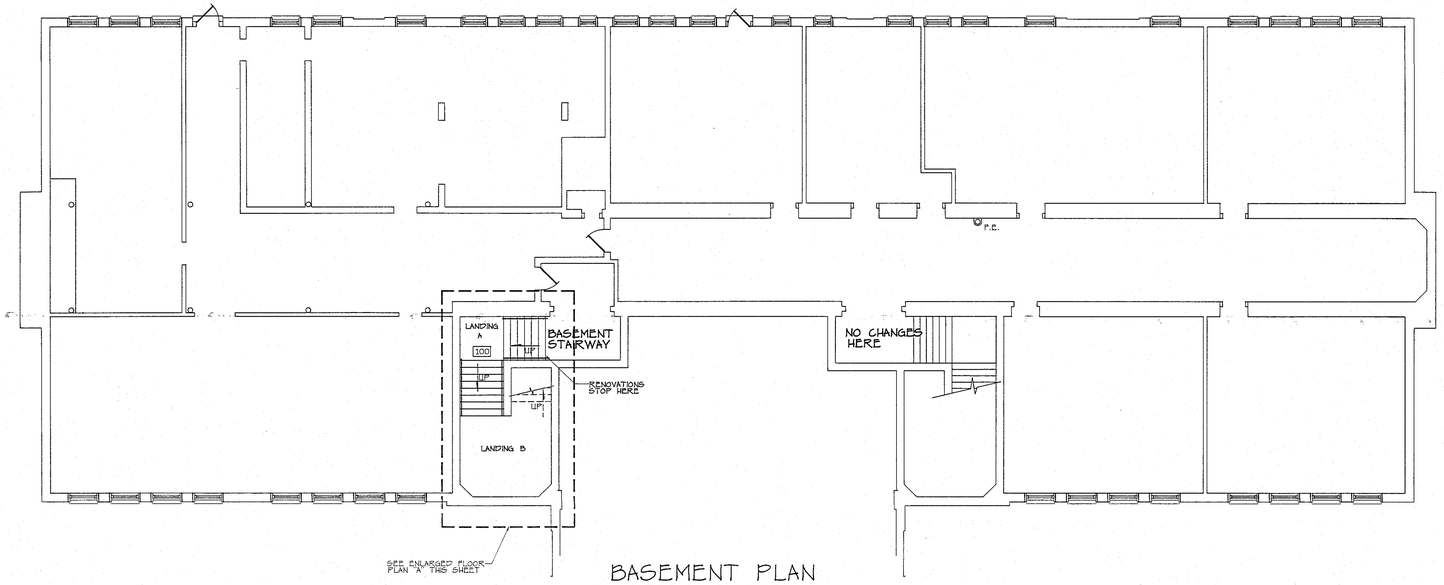
INTERMEDIATE STAIR 4 NORTH BUILDING

SCALE 1/4" = 1'-0"



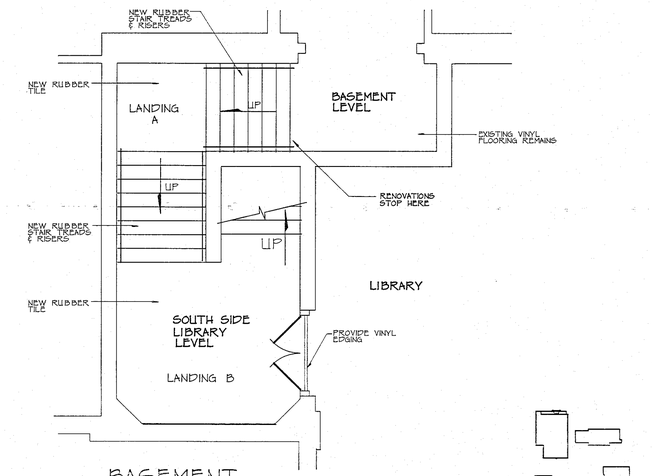
INTERMEDIATE STAIR 3 NORTH BUILDING (B)

SCALE 1/4" = 1'-0"



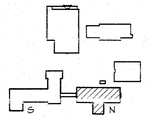
BASEMENT PLAN NORTH BUILDING

SCALE 1/8" = 1'-0"



BASEMENT STAIR 3 NORTH BUILDING (A)

SCALE 1/4" = 1'-0"



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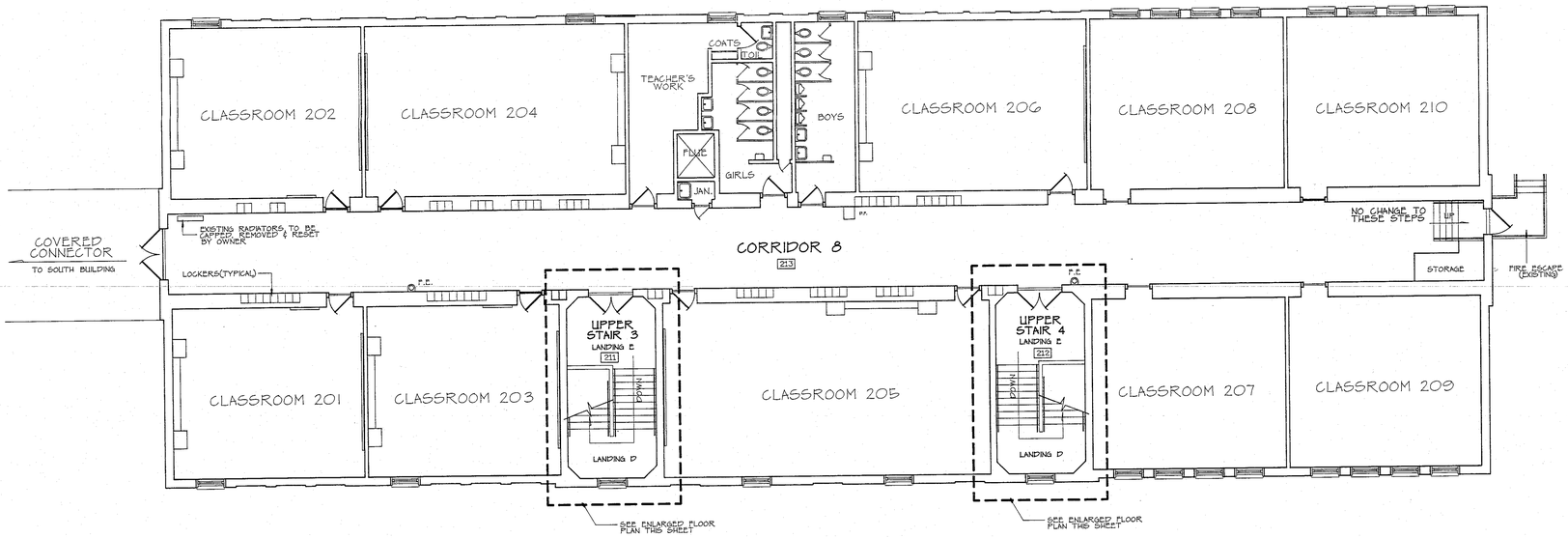
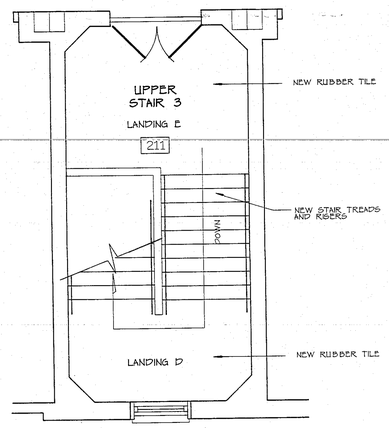


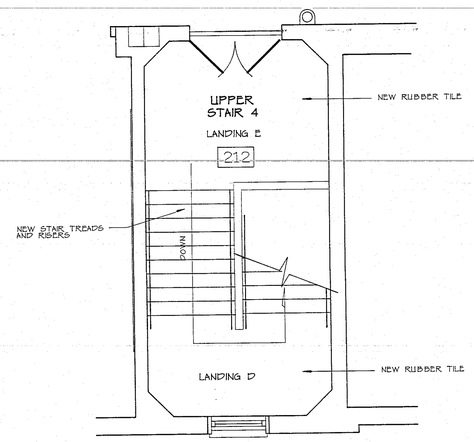
NORTH BUILDING SECOND FLOOR PLAN

SCALE: 1/8" = 1'-0"



UPPER STAIRWAY 3 SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"



UPPER STAIRWAY 4 SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

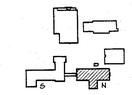
ROOM FINISH SCHEDULE

	NO.	ROOM NAME	FLOOR	BASE	WAINSCOT	WALLS	CEILING
NORTH CLASSROOM BUILDING	100	BASEMENT STAIRWAY	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER	EXISTING REMAINS	EXISTING REMAINS	EXISTING REMAINS
	101	STAIRWAY 3	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			
	102	STAIRWAY 4	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			
	103	CORRIDOR 7	CARPET	EXISTING			
	211	STAIRWAY 3	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			
	212	STAIRWAY 4	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			
	213	CORRIDOR 8	CARPET	EXISTING			
SOUTH CLASSROOM BUILDING	101	FOYER	V.C.T.	EXISTING	EXISTING REMAINS	EXISTING REMAINS	EXISTING REMAINS
	102	OFFICE	CARPET	EXISTING			
	103	LOBBY	V.C.T.	EXISTING			
	104	VENDING	V.C.T.	EXISTING			
	105	STAIRWELL 2	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			
	106	CORRIDOR 1	CARPET	EXISTING			
	107	CORRIDOR 2	CARPET	EXISTING			
	108	CORRIDOR 3	CARPET	EXISTING			
	109	STAIRWELL 1	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			
	201	STAIRWELL 2	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			
	202	CORRIDOR 4	CARPET	EXISTING			
	203	CORRIDOR 5	CARPET	EXISTING			
	204	CORRIDOR 6	CARPET	EXISTING			
	205	STAIRWELL 1	RUBBER TILE STAIR TREADS, & STAIR RISERS	RUBBER			

NOTE: ONLY THOSE SPACES LISTED IN THE FINISH SCHEDULE REQUIRE NEW FINISHES. EXISTING FINISHES TO REMAIN AT ALL OTHER SPACES.

FINISH SCHEDULE NOTES

1. CONTRACTOR RESPONSIBLE FOR FIELD VERIFICATION OF ALL CONDITIONS PRIOR TO BIDDING.
2. CONTRACTOR RESPONSIBLE FOR DETERMINING MATERIAL QUANTITIES BY OBTAINING ACTUAL FIELD MEASUREMENTS AND DIMENSIONS AS NECESSARY.
3. OWNER RESPONSIBLE FOR REMOVAL OF AND REINSTALLATION OF ALL LOOSE FURNITURE, SURFACE MOUNTED LOCKERS AND OTHER EQUIPMENT ITEMS NECESSARY FOR PROPER INSTALLATION OF THE SCHEDULED NEW FLOOR FINISHES.
4. EXISTING BASE AT CORRIDORS AND OTHER SPACES IS TYPICALLY WOOD BASE WITH 3/4" x 1-3/4" WOOD SHOE MOULDING. CONTRACTOR SHALL REMOVE EXISTING SHOE MOULD FOR PLACEMENT OF SCHEDULED FLOOR FINISHES. UPON COMPLETION OF NEW FLOOR FINISHES, CONTRACTOR SHALL REINSTALL WOOD SHOE MOULD. PAINTING BY OWNER.
5. AT SPACES S101, S103, AND S104 CONTRACTOR TO PROVIDE 3/8" PLYWOOD UNDERLAYMENT, WELL-NAILED OVER EXISTING WOOD FLOORING. SCHEDULED NEW VCT FLOORING TO BE INSTALLED OVER NEW UNDERLAYMENT.
6. AT SPACES S101 AND S103 PROVIDE VCT WITH SPECIAL GRAPHICS. SEE ENLARGED FLOOR PLANS ON SHEET A-1 FOR LAYOUT.
7. NEW FLOOR FINISHES SHALL STOP BENEATH EXISTING DOORS AT ALL OPENINGS TO CONCEAL NEW FINISH EDGES.
8. EXISTING STAIRWAYS TO RECEIVE NEW RUBBER TILES AND BASE AT LANDINGS AND NEW RUBBER STAIR TREADS AND RISERS AT STAIRS. REMOVE EXISTING CARPET AT LANDINGS AND EXISTING STAIR TREADS. PREP EXISTING LANDING FOR NEW RUBBER TILE FINISH. CONTRACTOR TO GRIND EXISTING GLUES AND OTHER MATERIALS TO PROVIDE ACCEPTABLE SURFACE FOR NEW TILE.
9. CONTRACTOR WILL BE RESPONSIBLE FOR THE REMOVAL AND PROPER DISPOSAL OF THE EXISTING CARPET TO BE REMOVED.



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MACINTYRE PARK MIDDLE SCHOOL

STATE OF GEORGIA
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