

CHESTER COUNTY SCHOOLS
TROY KILZER, DIRECTOR
970 East Main Street
Henderson, TN 38340
Phone 731-989-5134

RFP#0210

CONSTRUCTION MANAGEMENT SERVICES FOR THE CHESTER COUNTY
AGRICULTURE/AUTOMOTIVE CTE BUILDING AND THE FOOTBALL FIELDHOUSE.

GENERAL TERMS AND CONDITIONS

1. Date of Proposal Solicitation: January 30, 2023
2. Deadline for Receiving/Opening Proposals: FEBRUARY 10, 2023
3. **REQUIRED MANDATORY PRE-BID MEETING ON FEBRUARY 3, 2023 @ 9:00AM CST @ THE CHESTER COUNTY BOARD OF EDUCATION, 970 E. MAIN ST., HENDERSON, TN 38340.**
4. RFP Format: SEALED PROPOSALS. PROPOSALS MUST BE CLEARLY MARKED WITH THE FOLLOWING RFP NUMBER AND OPENING DATE.
 - a. "RFP#0210 CONSTRUCTION MANAGEMENT SERVICES, FEBRUARY 10, 2023 @ 2:00pm CST."
 - b. FAXED PROPOSALS WILL "NOT" BE ACCEPTABLE
 - c. The vendor will show evidence of license expiration date and classification. Chester County is not responsible for the confidentiality of proposals inadvertently opened during mailing or receipt thereof. Unsealed proposals will "NOT" be accepted. Any proposal received after the time and date indicated will "NOT" be considered.
5. Proposal Opening: Proposals will be opened publicly and read aloud in the office of the Chester County Board of Education at 970 East Main Street, Henderson, TN 38340 on February 10, 2023 @ 2:00 p.m. CST.
6. Prospective vendors who are authorized, licensed and capable are requested to submit proposals to provide these products and/or services

for the Chester County Government. The successful vendor must furnish bond(s) and certificate(s) of insurance as required.

7. It shall be the responsibility of the vendor to submit a proposal response which complies with (1) the conditions and specifications of the Request for Proposal; (2) policies and procedures of Chester County and applicable laws, regulations, and requirements.
8. It is the intent of the Request for Proposals to secure competitive proposal responses. The specifications herein are intended only to indicate the general character, style, and quality of the item(s) desired. Vendors are encouraged to propose and offer equipment, supplies or service either: (1) as specified herein, or (2) equal to or better in character, style and quality to items specified herein.
9. Evaluation and award of the proposal will be made to the vendor meeting the requirements of Chester County Schools.
10. The vendor will submit a proposal that is in all respects fair and in good faith without collusion or fraud.
11. The vendor agrees that other parts and services not specified, but which might be needed by Chester County in fulfillment of the procurement transaction, will be made available at prices equal to or less than the lowest price charged other nonprofit or government organizations.
12. **IMPORTANT:** Vendor must use proposal form included in RFP package and proposal must be signed by authorized representative of company/business placing proposal at time it is received by Chester County Schools, if not, the proposal will be rejected at time of the public opening.
13. **IMPORTANT:** Vendor must sign the Monitoring of Contractors/Consultants form attached.
14. A vendor may not withdraw a proposal within 60 days after the date of opening thereof.
15. Payment will be made within (30) days of the date vendor billing is received and approved by authorized Chester County School representative(s).
16. Chester County Schools reserves the right to increase or decrease quantities to be purchased over the life of this agreement, and to reject any/or all proposals or any part of any proposals. No contract for purchase will be an obligation of Chester County Schools until a purchase order is issued for the product by the Chester County Board of Education.

17. A vendor must show any exceptions to issued specifications and state exceptions on the proposal sheet and include them in the proposal.
18. Should the successful vendor(s) fail to comply and/or meet the general requirements, Chester County Board of Education shall reserve the right to terminate this agreement within 30 days of written notification.
19. The successful vendor(s) will contact and make all arrangements with the Chester Co. Board of Education @ 731-989-5134.
20. All deliveries will be made from 8:00 am CST to 3:30 pm CST Monday through Friday.
21. All items will be checked off invoices as they are unloaded. The delivery person must have invoices signed by authorized personnel before leaving the building.
22. Any items showing short will be credited by the delivery person at that time in the presence of authorized personnel of the Chester Co. Board of Education.

Chester County Board of Education assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.I. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance. Chester County Board of Education further assures every effort will be made to ensure nondiscrimination in all its programs and activities, whether those programs or activities are federally funded or not.