



REQUEST FOR PROPOSALS

COLUMBUS COUNTY SCHOOLS PHASE 2 WINDOW REPLACEMENT PROJECT AT WEST COLUMBUS HIGH SCHOOL

Issue Date: June 24, 2026

Columbus County Schools is soliciting Requests for Proposals (RFP) from qualified North Carolina Contractors interested in providing window replacement services for the main building at West Columbus High School. Funding for this project may be provided in whole or part by Columbus County Schools capital fund, Columbus County Commissioners, grants, PSBRRF or donations. Expenditure of funds associated with this project are subject to the Columbus County Schools Procurement Policy section 8210 and Facility Construction section 9030 of the policy manual. This RFP and associated plans provide complete information on the services being requested, the submittal requirements, and the project timeline. It is the intent of Columbus County Schools to perform this procurement in a manner that results in selection of a contractor or firm that demonstrates experience with performing the scope of work identified, is qualified and licensed to provide the requested services, and is the lowest most responsible bidder.

See Section 3.05 Anticipated Schedule for the full RFP milestones and deadlines schedule anticipated for the procurement and selection process.

RFP responses/ bids shall be received by Columbus County Schools either by express mail, US Mail, or electronically at: tward@columbus.k12.nc.us no later than July 23, 2026 at 1pm. Any late responses received after this time and date shall not be opened or considered for further evaluation by the Columbus County Schools.

Columbus County Schools reserves the right to reject any and all proposals. This RFP does not obligate Columbus County Schools to pay any cost incurred by respondents in the preparation and submission of a response nor does it obligate Columbus County Schools to accept or contract for any expressed or implied services.

This RFP is issued on behalf of the Columbus County Schools 89 School Rd. Hallsboro N.C. 28442. Any RFP responses delivered by US mail or express mail should be sent to this address by the published deadline above.

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SECTION ONE

DEFINITIONS

1.01 Definitions of Terms in RFP

Unless the context suggests otherwise, the terms "Firm/Team", "Contractor", "Proposer", "Bidder", "Builder", "Respondent", or "Vendor" as used in this RFP (whether capitalized or not) shall refer to the same legal entity that submits a bid in response to this RFP and is responsible for responding to this RFP.

Whenever the term "CCS" is used, it means the Columbus County Schools.

Similarly, unless the context suggests otherwise, the terms "Bid", "Proposal", "Response", or "Bid/Submittal" shall refer to the formal response given to this RFP by the submitting entity incorporating all required elements of this RFP necessary for CCS to determine whether the submitting entity is a responsible, responsive General Contractor.

Whenever the term "RFP," is used, the reference is to this Request for Proposals or portions thereof, together with any exhibits, attachments, or addenda it may contain.

1.01.1. Whenever the terms "shall," "will," "must," or "is required" are used in the RFP, the referenced task is a mandatory requirement of this RFP. Failure to meet any mandatory requirement will be cause for rejection of a submittal.

1.01.2 Whenever the terms "can," "may," or "should" are used in the RFP, the referenced specification is discretionary. Therefore, though the failure to provide any items so termed will not be cause for rejection, the Selection Committee may consider such failure in evaluating the quality of the submittal.

1.01.3 Whenever the terms "apparent successful low bidder" or "top-ranked" or "highest ranking" bidder, or firm/company, or offeror are used in this document, the reference is to the firm that the Selection Committee ultimately determines to have submitted the greatest display of qualifications and that provides the lowest responsible responsive bid and best satisfies the needs of CCS in accordance with the RFP. The selection of an apparent successful Contractor does not necessarily mean the Selection Committee accepts all aspects of the firm's submittal or proposal.

1.01.4 Whenever the term "submittal" is used in the RFP, the reference is to the response offered by a firm, person or corporation in accordance with the RFP. The submittal responds only to the RFP.

1.01.5 Whenever the term "Selection Committee" or "Review Committee" is used in the RFP, the reference is to CCS representatives responsible for administering and conducting the evaluation and selection process of the RFP.

1.01.6 "Design Professional" (an inclusive term for all licensed building professionals), "Architect of Record," and/or "Engineer of Record" all refer to the project's architect(s) and/or engineer(s), whose responsibilities generally include programming, design, code compliance, and detailing of the facility.

1.01.7 "CCS Criteria" consist of specific details and functional requirements of a project, sustainable objectives and the expectations of how the project will be used and operated.

1.01.8 "Qualifications Submittal" and "Initial Written Submittal" both refer to a firm's response to the RFP.

1.01.9 "Qualifications-Based Selection" and "QBS" both refer to a procurement process for the selection of professional construction services for public projects. It is a competitive contract procurement process whereby consulting firms submit qualifications to a procuring entity (CCS) who evaluates and selects the most qualified firm, and then negotiates the project scope of work, schedule, budget, and price.

1.01.10 "Firm" shall be interpreted as referencing the assembly of a design entity and construction entity, or the combined (e.g., joint venture) entity, or formed team including subcontracted services capable of furnishing both design and construction if needed, and as is reasonable..

1.01.11 "Fixed Fee" shall be proposed by the Contractor and shall be defined as a specific dollar amount stated as a lump sum, or by unit rates, and as agreed upon by all parties at the time of Contract Negotiation. This fixed fee shall be construed as a Cost-Not-To-Exceed.

****End of Section One****

SECTION TWO

BACKGROUND INFORMATION

2.01 Project Background, Goals and Objectives

The proposed window replacement project is intended to replace windows in the existing main building erected circa 1965 and provide a comfortable, code compliant, energy efficient facility for Learning at West Columbus High School 7924 Andrew Jackson Hwy. SW Cerro Gordo N.C. 28430. The basic background of this project is to replace the existing exterior windows and frames with store front type aluminum windows and insulated glass.

The objective of the proposed project is for the Contractor to complete the following construction and renovations and to provide all services needed to complete the project proposed in this RFP. The proposed general work scope for performing this project includes the following improvements, and services. The scope for the general construction listed below.

1. Mobilization and Permitting
2. Installation
3. Final Commissioning and Inspection

With respect to the design and construction the goals of CCS are as follows:

1. Complete the project in a timely fashion without undue delays and within CCS funding resources available for the project.

2. Construct and Install windows that are safe, functional, accommodates the needs of West Columbus High School, meets codes & standards, and conforms to the described services contained in this RFP.

Columbus County Schools intends to utilize best commercial practices to accomplish the goals of this project. CCS expects the Contractor to proactively address risks and challenges that may exist in the process and participate in resolving such challenges to facilitate the proposed improvements to achieve complete project success, on time and on budget. CCS also expects to work with the Contractor to devise and implement appropriate processes for executing this project that will maximize efficiency, overall quality, and within the budget allocated for these renovations.

****End of Section Two****

SECTION THREE

SCOPE OF WORK

3.01 Purpose of the RFP and Contractor Responsibilities

Columbus County Schools is soliciting proposals for project delivery services that will involve performing specified window installation services as proposed and potentially some unspecified architectural and engineering services for the West Columbus Project.

The Contractor will be expected to provide concurrent construction turnkey activities for this project resulting in a finished, fully usable facility that satisfies all project requirements and contract terms. The Contractor, as the sole responsible source for total project compliance and construction related performance and will hold all testing services and trade contractors' contracts.

3.02 Location of the Project

The location of the work is at West Columbus High School 7924 Andrew Jackson Hwy. SW Cerro Gordo N.C.28430.

3.03 Scope of Work

The Scope of Work for this project is generally described above in the line items listed.

The following is a preliminary scope of work that may be modified during contract negotiations with the selected Contractor/Firm/Team.

Anticipated Criteria

1. The contractor shall utilize the Preliminary Design Plan to the best of their ability, however, may need to supplement this design package with additional drawings and or engineered plans to complete the project in a manner that complies with NC Building Codes & Standards. Site Development plans may include:

2. Develop preliminary estimate of installation cost setting forth in detail prior to commencing installation: quantities of materials, labor, profit, overhead, insurance etc. for the project.
3. Attend CCS meetings to coordinate and resolve value engineering, constructability, construction phasing and scheduling issues in the preliminary design.
4. Develop installation proposal detailing contract sum, estimated trade costs, proposed date of substantial completion and list of key vendors and/or suppliers.
5. Conduct periodic progress meetings, as requested by CCS.
6. Attend Board of Education meetings as requested by CCS.
7. Update the progress schedule periodically; as needed.
11. Present documents and drawings to required departments/agencies for technical review/approval for construction; Contractor shall be responsible for any Federal, State, and Local permit applications and approvals.

Construction Administration

1. Provide construction administration and observation associated with the site improvements including a preconstruction conference, weekly site observation (or as deemed necessary by CCS, and meetings for processing pay requests.
2. Provide interpretations of prepared drawings and specifications, shop drawing review and approval as well as preparation of change orders and construction change directives.

3.04 Project Budget

The forecasted budget for completing this project including construction, all other costs and fees has not yet been determined by the CCS? Total costs shall include construction related expenses; additional design services determined by the Contractor to be needed; testing services; public jurisdiction fees and charges; inspection fees, permits; and any other building related services or fees necessary to fully complete the project per the Preliminary Design Package attached, and per any additional design requirements specified by other engineering design services enlisted by the contractor to perform this project as detailed in this RFP.

3.05 Anticipated Schedule

Columbus County Schools provides the following project milestones for completing this project as described, however reserves the right to adjust this proposed schedule as deemed necessary:

Anticipated Project Schedule

Milestone	Date	Time
Issue/Advertise RFP in Open and Competitive Venues and Publications	June 2026	
Conduct Mandatory Site Visit	Must be scheduled	
Deadline for Written Questions and Clarifications on RFP	July 9, 2026	
Deadline for Response to Questions	July 16, 2026	
Deadline for Submitting RFP and Bid Opening	July 23, 2026	
RFP tabulation/evaluation/selections; hold discussions as needed with respondents; perform final bid tabulation	July 23, 2026	
Recommendation to Board of Education to Accept Bid and Approve Contractor	August 10, 2026	
Notice to Award to Contractor/Request Performance Bond	August 12, 2026	
Issue Task Order and Notice to Proceed	August 12, 2026	
Project Completion Date	October 30, 2026	

3.06 Project Delivery and Objectives

At all times and project stages the Contractor shall act in the best interests of Columbus County Schools and use their best efforts to deliver the project in an expeditious and cost-effective manner consistent with CCS project requirements, time constraints and budget. The Contractor shall develop a contractually obligated overall project schedule and will be responsible for methods of construction, safety, scheduling and coordination of all construction work in addition to miscellaneous contracts required for completion of the project within its predetermined budget limits and schedule.

Columbus County Schools expects all parties to this project to work closely together and deal appropriately with project conditions to finish the job successfully. A spirit of cooperation, collaboration and a commitment among professional design and construction services providers to work in the best interest of the project is of utmost importance.

****End of Section Three* ***

SECTION FOUR

CONTRACTOR EVALUATION AND SELECTION CRITERIA

4.01 Contractor Minimum Qualifications

The contractor must meet the criteria immediately shown below. Firms that do not meet these criteria are automatically disqualified.

1. The contractor must have a current North Carolina Contractor's license . A copy of the corporate license must be included in the bid response.
2. The contractor must have bonding capacity to provide a Labor and Material Payment and Performance bonds with coverage each equal to the total cost of the project.

3. The contractor must provide a Builder's Risk Insurance Policy for this project with coverage equal to the total cost of the project.
4. Contractor must agree to keep and maintain insurance for the duration of this Agreement including but not limited to commercial general liability, automobile liability, workers' compensation, employer's liability, and umbrella coverage with at least the minimum limits shown below. The Contractor shall furnish CCS with certificates of insurance for each type of insurance described herein. CCS reserves the right to negotiate different limits and coverage in the final contract.

Commercial General Liability.....\$2,000,000

Commercial Auto Liability: combined single limit.....\$1,000,000

Excess (Umbrella) Liability.....\$1,000,000

Workers Compensation.....Statutory

Employer's Liability.....\$100,000 each accident/total disease/employee disease

Professional Liability (Errors & Omissions) coverage for Architect of Record and Engineer(s) of Record shall provide coverage not less than \$1 million per claim. (CCS reserves the right to negotiate different limits and coverage in the final contract.)

All insurance companies must be authorized to do business in North Carolina with a Best rating AVIII or higher.

NOTE: In order to be deemed eligible for evaluation, the Contractor must include a signed Declaration Statement or Certifications in this RFP attesting to the above requirements and coverages in its submittal.

4.02 Request for Proposals (RFP) Evaluation Criteria and Scoring (100 Total Points)

Contractor responses to this RFP will be evaluated and ranked by an RFP Selection Committee appointed to review submitted qualifications. Each submitter will be evaluated and a short list developed based on RFP scores. The following indicates the scoring system used for this evaluation:

Contractor Bid. (Lowest Responsible Bid) - Maximum 60 points

Points for this criterion will be awarded based on an evaluation of the qualifications and experience of the proposed HVAC Contractor. Evaluation criteria will focus on the expertise each brings to the process, their track record with 'on-time and on budget' projects, quality control measures/system, any current, pending or past project legal matters or litigation of the Contractor submitting, safety records, and professional/Board credentials.

Contractor Experience and Qualifications (plus team members) - Maximum 10 points

Points for this criterion will be awarded based on an evaluation of the qualifications and experience of the Contractor, and the team assembled to complete any additional engineering or design work that may be needed. Evaluation criteria will focus on the submittals' clear identification of each proposed Firm/Company shown on the team, the expertise each will bring to the process, their track record with 'on-time and on budget' projects and achieving acceptable levels of quality, any current, pending or past project legal matters or litigation and submitting Firm/Company safety records and professional reputation credentials.

Project Understanding and Approach - Maximum 10 points

This criterion will award points for the Contractor's understanding of the goals and objectives for the project and their proposed methodology for meeting those goals and objectives. The Contractor must

provide a comprehensive narrative statement illustrating their clear and concise understanding of the requirements of the project, potential issues (and proposed solutions) and a preliminary overall project schedule.

The Team should also have clearly addressed their approach to dealing with key tasks, activities and issues (including the permitting process) required to complete each project phase including deliverables, proposed construction schedule and project coordination issues.

Schedule - Maximum 10 points

Points for this criterion will be awarded based on the Contractor's response illustrating a project schedule with milestones and estimated time period for completing those milestones so as to complete the project within the timeframe indicated in this RFP. If the project deadline cannot be met by the Contractor, they should indicate justifiable reasons and cause and provide an alternate timeline that they believe to be achievable.

Minority and Women Owned Business Enterprise (MWBE) Participation- Maximum 10 points

Evaluation of the Contractor' proposed team within participation in the M/WBE program and strategy to achieve the M/WBE procurement requirements for this project. If this criterion cannot be met, the Contractor should indicate the reasons that MMBE participation cannot be met and provide justification as such.

4.03 Clarification of RFP Responses During Evaluation/Selection

During the evaluation process, CCS has the right to require any clarification or additional discussion needed in order to understand the Contractor's view and approach to the project, the proposed scope of the work, and costs. Any clarifications to the response made before executing a contract will become part of the final contract executed by CCS.

4.04 Contractor/Team Selection

After making Contractor/Team selection and taking into consideration quality, performance and the project timeline specified in the RFP, CCS may or may not elect to conduct negotiations with the apparent lowest most responsible, responsive Contractor. The successful Contractor and CCS will enter into a contract stating all terms and conditions for performing the proposed work. Work shall not commence until a Task Authorization or Purchase Order is issued by the CCS with the specific scope of work, expected deliverables, work schedule/milestones, and a Not-to-Exceed price for the project.

CCS may withdraw or cancel this RFP, or any portion thereof at any time. It may reject any, or all portions of the RFP any time prior to an award, and is not required to furnish a statement of the reason(s) why a particular qualification was not deemed to be most advantageous to CCS.

4.05 E-Verify Compliance

The contract will require that the Contractor/Team and its subcontractors comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (NCGS) consistent with state law requirements for municipal contracts.

4.06 Exceptions

It is CCS intention to use the AIA Document A141 — 2014 Standard Form of Agreement Between CCS and Contractor, as amended. CCS further reserves the right to utilize any other contract vehicle that is routine and customary to perform these types of construction projects. Any Contractor that objects to any element of the

contract presented by CCS shall not be required to enter into the contract and may withdraw their bid at that time. CCS will then defer to the apparent second lowest responsible responsive bidder who will be interviewed, and if mutual terms and conditions can be reached, will be awarded the contract to perform the proposed construction.

****End of Section Four****

SECTION FIVE

RFP SUBMITTAL REQUIREMENTS AND FORMAT

5.01 RFP Submittal: Department Contact, Deadline for Receipt of Qualifications, Format

Hard copy submissions are acceptable but not required. Electronic submittals are preferred and can be made in accordance with instructions on the cover page.

In order for CCS to evaluate RFPs fairly and completely, the Contractor should concisely follow the format set out herein and provide all of the information requested:

- a. RFPs shall be numbered consecutively, double-sided, on 8-1/2" x 11" sheets with a maximum of 17 pages {not including the cover sheet, cover letter, Table of Contents, Resumes and other required attachments.
- b. A maximum of one (1) sheet may be 11" x 17" for schedules or other information necessary to depict the proposed Project Approach or Schedule.
- c. Use fonts no less than a typical 11-point font print. If the submission is not clearly legible when viewed at actual size or printed, the response may be rejected as non-responsive.

5.02 RFP Provisions

CCS intends to limit the cost that submitters incur to respond to this solicitation, therefore, submitters are encouraged to be brief and succinct. Volumes of background information, general marketing material, and print promotional media are not desired. Instead, submitters should highlight their responsiveness to the evaluation criteria. If multiple firms are proposed as one team, each component firm should describe its own relevant qualifications within the same submission.

RFP responses must be signed by a company officer empowered to bind the company. A contractor's failure to include these items in their RFP may be just cause for their RFP response to be determined "non-responsive" and the RFP may be rejected.

5.03 Minimum Number of Responses

In order for the procurement process to advance, CCS must receive at least three RFP responses to this advertisement. If CCS receives fewer than three responses, it will re-advertise the RFP in accordance with its Procurement Policy and or General Statute requirements. After the second solicitation, CCS may consider proposals even if three responses are not received and will follow the same procedures used for the initial solicitation.

It is the sincere intention of Columbus County Schools to make every effort to be fair and equitable in its dealings with all candidate firms for selection. If, however, CCS should determine that none of the Contractor's responses are advantageous to CCS. CCS reserves the right to accept or reject any or all responses with or without cause. Issuance of this RFP does not commit CCS to award a contract, to pay any costs incurred by responders in preparation of a proposal or to procure or contract for related services or supplies.

**End of Section Five*

SECTION SIX

CHECKLIST FOR RFP SUBMITTALS

6.01 Required RFP Format/Content

Submitters must include the following mandatory checklist items as part of their RFP:

Cover Letter — 1 page

RFP responses must include a Cover Letter with the complete name and address of the prime firm/company and the name, mailing address, and telephone number of the person to contact regarding the response. If the Contractor has more than one office, include the headquarters location and the location of the office that will serve this project. Clearly indicate on the first page of the submittal: (1) the prime Contractor (2) any subconsultant or design firm (3) any company qualifying as a WBE/MBE minority entity and (4) the person whose signature grants authority to bind Submitter to the provisions of the RFP. ***Submittals that contain more than 17 pages may be disqualified or receive point deductions during selection. Other required documents cited in this RFP will not be counted against the total of 17 pages.

Table of Contents — 1 page

Must include corresponding tabs/dividers in the body of the submittal to identify each section. Placing multiple tabs on a single page is perfectly acceptable. If more than one item in the table of contents can be started on the same page then place all corresponding tabs on that page.

Executive Summary — 1 page

A brief narrative statement of understanding of the scope of work, key challenges and the submitter's overall vision and approach for the successful development of a high-quality project consistent with the minimum criteria requirements outlined in this RFP.

Project Background Understanding — 1 page

Include a brief description of the Contractor/team's knowledge of the Project Background and context.

Project Approach/Action Plan ----- 2 pages

Provide a statement of the Contractor/Teams proposed approach and actions to successfully complete the work. The contractor's plan of action should include the functions and personnel which show the specific approach to accomplishing the Project Scope. Describe any challenges anticipated for performing the requested services that may impact the scope, schedule or budget. Address proposed solutions to remedy these concerns.

Firm/Team Qualifications and Experience — 3 pages

This shall include a brief description and history for the Contractor and team members on the proposed team including number of years the Contractor has been in business, growth history, experience in similar projects and any past or current experience with the Design-Build type projects. Please provide the following.

1. Company/Firm name.
 2. Physical address- and if different, mailing address & zip code.
 3. E-mail address and name of primary contact at each company/firm.
 4. Main telephone number and direct telephone number for contacts.
 5. Number of years in business for each company/firm.
 6. Form of firm/company township including state of residency or incorporation. Include description of the submitter/s company structure: i.e. sole proprietorship, partnership, corporation, Limited Liability Company (LLC), joint venture or other structure.
 7. Also, briefly describe a minimum of three (3) projects that your company or team has completed in the past five years that required similar services and were valued at or above \$250,000. Also, briefly describe the largest project your firm/company has completed within the past five years. These projects may also be described in further detail in the related experience section.
 8. List any active or pending litigation with municipalities, subcontractors or other entities and explain.
 9. Has the Contractor or Contractor/team ever failed to perform or default on completing any work awarded or has it been removed from completing any project awarded to the firm? If so, explain.
-
1. List three (3) major trade contractor references. Include company name, contact name, e-mail address and telephone number.
 2. Office Submitting RFP: If the firm/company has multiple offices, the response statement should include information about the parent company and branch office separately. Identify the office from which the project will be managed and that office's proximity to the project site. Parent company (or general office) financial information as totals will be acceptable if "parent" (or "general office") means that it is financially responsible for the liabilities of the branch office. If the parent company is not so responsible, meaning that its financial resources are not available to the office that will perform the contract.

Project Team Personnel Selection or Proposed Selection Strategy — 1-2 pages

Provide either of the following:

1. The project team members selected, any licensed design professionals who are proposed, and any subcontractors needed.

2. Statement concerning how any subcontractors will be selected or procured if not shown on the project team.

Proposed Personnel — 2 pages

Provide general information about personnel capability and a list of qualified and available staff and resources including classifications, numbers of employees, respondent's ability to provide sufficient qualified personnel to this project upon award, the locations and staffing of relevant offices and an organizational chart of staff including the percentage of time they will be assigned to the project. Include specific roles and responsibilities identifying experience and ability for key personnel and the intended interface between the Contractor and any engineering or design firms (or personnel) that will be used.

Project Experience of Any Designer's Utilized:

Describe up to three projects in order of most relevant to least relevant that demonstrate the Contractor's capabilities to provide services needed for the subject project. For each project, include the following information:

1. Project name.
2. Project location.
3. Dates during which services were performed.
4. Physical description (e.g., square footage, number of stories, site area).
5. Cost description (this description, at a minimum, must include: original project budget; final project cost and explanation of any differences in the original and final costs, if applicable)
6. Brief description of project.
7. Statement of performance versus Town expectations in the areas of cost, quality, and schedule.
8. Reference(s).

Project Controls Deliverables Quality and Schedule — 1 page

Provide information on managing the quality of proposed deliverables. Include a proposed milestone schedule illustrating total project time (in weeks) from award of contract through project completion, and a Professional Services Fee Schedule for any design that will provide support.

Qualification Appendix Attachments

Include copies of:

1. Signed Contractor/Design Team Declaration form confirming certifications and submission items
2. Joint Venture agreement (if applicable)
3. A list of the licensed contractors, licensed subcontractors, and licensed design professionals whom the design-builder proposes to use for the project's design and construction. Copies of licenses for those listed shall be provided.

****End of Section Six****

SECTION SEVEN

CONTRACTOR DECLARATION STATEMENT

(Include a signed copy of this form in the submitted Statement of Qualifications appendix section)

1. We certify that our Company, "the Contractor" has a current North Carolina Contractor's license.
2. We certify that our Contractor team does, or will have and maintain, liability insurance coverage for a total of \$1 million/occurrence and \$1 million/general aggregate for commercial general liability, and not less than \$1 million per claim for commercial business automobile liability.
3. We certify that our team members will have coverage for professional liability, errors and omissions of not less than \$1 million per claim.
4. We certify that our Company has sufficient bonding capacity to provide Labor and Material Payment and Performance bonds with coverage of each equal to the total cost of the project.
5. I certify that our Company can and will obtain a Builder's Risk Insurance Policy for this project with coverage equal to the total cost of the project.
6. I certify that neither our Company, our subcontractors, or team personnel have/has any potential or actual conflict of interest to report and that no relationships, transactions, circumstances or positions held are believed to contribute to any such conflict of interest.
7. I hereby certify that the information set forth in this declaration is true and complete to the best of my knowledge.

(Authorized Signature for Contractor, Title)

(Contractor Name, Date)

By signature on this Statement, responders certify that they comply with:

- a. The laws of the State of North Carolina and all branches of the US Federal government.
- b. The applicable portion of the Federal Civil Rights Act of 1964.
- c. The Equal Employment Opportunity Act and the regulations issued thereunder by the federal government.
- d. The Americans with Disabilities Act of 1990, and the regulations issued thereunder by the federal government.
- e. All terms and conditions set out in this RFP.

f. **Federal Funds:**

If the source of funds for this Agreement is federal funds, the following federal provisions apply pursuant to 2 C.F.R. S 200.326 and 2 C.F.R. Part 200, Appendix II (as may be applicable):

- A. Equal Employment Opportunity (41 C.F.R. Part 60);
 - B. Davis-Bacon Act (40 U.S.C. 3141-3148);
 - C. Copeland "Anti-Kickback" Act (40 U.S.C. 3145);
 - D. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708);
 - E. Clean Air Act (42 U.S.C. 7401-7671 q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1251-);
 - F. Debarment and Suspension (Executive Orders 12549 and 12689);
 - G. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352);
 - H. Procurement of Recovered Materials (2 C.F.R. S 200.322); and
 - I. Record Retention Requirements (2 CFR S 200.324)
- g. A condition that the RFP submittal provided to CCS was independently arrived at, without collusion, or influence, under penalty of perjury.
 - h. That the Contractor teams' bids, if applicable, will remain open and valid for at least 120 days.

If any responder fails to comply with sections [a] through [h] of this paragraph, Columbus County Schools reserves the right to disregard the RFP response, terminate the contract, or consider the Contractor team in default.

* *End of Section Seven* *

SECTION EIGHT

Appendix A — Insurance Requirements

Contractor team shall maintain insurance not less than the following:

The Contractor team agrees to maintain, on a primary basis and at its sole expense, at all times during the life of this Contract the following coverage and limits. The requirements contained herein, as well as CCS review or acceptance of insurance maintained by Contractor is not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Contractor under this Contract.

- i. Contractor or if applicable, Lead Design-Build firm, must obtain a Builder's Risk Insurance Policy for this project with coverage equal to the total cost of the project.
- ii. Contractor or if applicable, Lead Design-Build, firm must keep and maintain insurance for the duration of this Agreement including but not limited to commercial general liability, automobile liability, workers' compensation, employer's liability, and umbrella coverage with at least the minimum limits shown below. (CCS reserves the right to negotiate different limits and coverage in the final contract.)

Commercial General Liability.....\$2,000,000
Commercial Auto Liability: combined single limit.....\$1,000,000
Excess (Umbrella) Liability.....\$1,000,000
Workers Compensation.....Statutory
Employer's Liability.....\$100,000 each accident/total disease/employee disease

1. Professional Liability (Errors & Omissions) coverage for Architect of Record and Engineer(s) of Record shall provide coverage not less than \$1 million per claim. (CCS reserves the right to negotiate different limits and coverage in the final contract; not applicable if the Contractor does not employ Lead Design-Build Firm.)
2. All insurance companies must be authorized to do business in North Carolina with a Best Rating A-VIII or higher.

Certificate of Insurance- Contractor agrees to provide CCS with Certificates of Insurance evidencing that all coverage's, limits and endorsements required herein are maintained and in full force and effect, and Certificates of Insurance shall provide a minimum thirty (30) day endeavor to notify, when available, by Contractor's insurer. If Consultant receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives notice that coverage no longer complies with the insurance requirements herein, Contractor agrees to notify CCS within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to the coverage no longer in compliance. Certificate Holder address should read:

Columbus County Schools
Attn. Timmy Ward
89 School Rd.
Hallsboro N.C. 28442

Appendix B- Bid Schedule

Phase 1 Window Replacements at
West Columbus High School
Columbus County Schools

SCOPE OF WORK: Specified in page. 5 of RFP and Preliminary Plan Pkg.

No.	Description of Work	Qty	Units	Unit Price (\$)	Extended Amount (\$)
	Mobilization and Permitting				
	Installation				
	Final Commissioning and Inspection				

SF-Square Ft.; LS=Lump Sum; NA=Not Applicable

All design/engineering. services in No. 9 must be listed and priced separately by firm and/or discipline.

*Note: Additional spreadsheets with details and cost breakouts should be provided with Bid Schedule for each of the items shown above. Expand on the scope, details, and cost for each of the line items shown.

Bid

Total=

Submitted By (signature):_____

Contractor Name:_____

Date:_____

Appendix C — Bid Bond. Performance. and Payment Bond Requirements

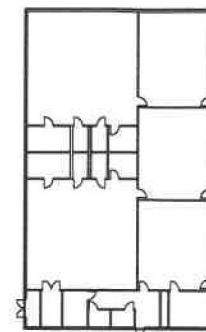
BID BOND:

For any proposal to be considered or accepted by CCS, the proposal must include at the time of filing, a bid bond in the amount of five percent (5%) of the total bid price. The bid bond must be executed by a corporate surety licensed under the laws of North Carolina to execute such bonds, conditioned that the surety will upon demand forthwith make payment to the obligee upon said bond if bidder fails to execute the contract in accordance with the bid bond. This deposit shall be retained if the successful bidder fails to execute the contract within ten (10) days after award or fails to give satisfactory surety as required herein. Bid, Performance, and Payment bonds shall be submitted on using AA A310-2010 Bid Bond Form or Standard Form 25 (Rev 8/2016)

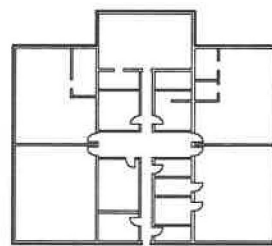
PERFORMANCE and PAYMENT BOND:

The selected Contractor(s) will be required to post a Performance and Payment Bond in the amount of 100% of a project's estimated contract cost. CCS reserves the right to establish the amount of Performance and Payment Bond based on the estimated contract price determined by the Bid Schedule, at the time of the project is bid, the estimated cost to complete the project will be based on the costs found in the Bid Schedule plus any additional costs CCS anticipates may be included with additions or changes to scope. The bond shall continue throughout the contract execution period, from when CCS issues a Notice to Proceed and Task Order, until such time as the scope of work defined in the contract is completed to the satisfaction of Columbus County Schools.

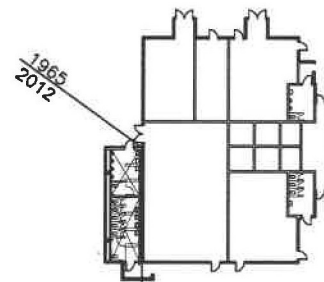
Bonds shall remain in effect at least one (1) year after the date when final payment becomes due for a Columbus County Schools initiated project or until the CCS determines the bond may be reduced or is no longer required. The Performance Bond and the Payment Bond shall be executed by one or more surety companies legally authorized to do business in the State of North Carolina and shall become effective upon the execution of the Task Order. The surety bonds must be in the form as provided by Surety Association of America, the American Institute of Architects (AA- A312), Associated General Contractors of America, Engineers Joint Contract Documents Committee, American Consulting Engineers Council, American Society of Civil Engineers, and the Construction Specification Institute without any variations in the standard forms, or in any other forms authorized by North Carolina General Statute.



BLDG 002 - VOCATIONAL
1969/1992
7,199

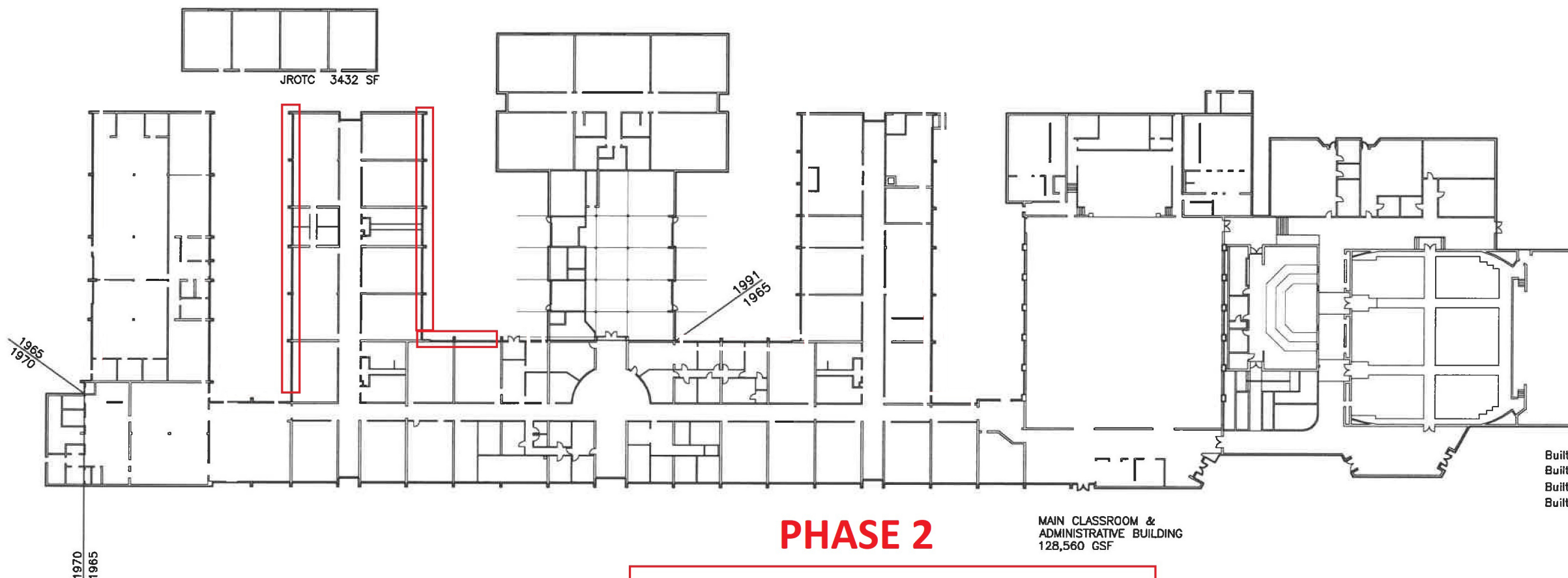


BLDG 003 - VOCATIONAL
1974
6,733 GSF



BLDG 004 - FIELD HOUSE
1965 / 2012
5,286 SF

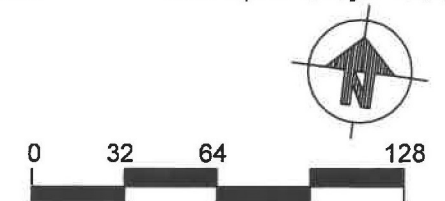
ROOFING & HVAC INFORMATION				
	BLDG 001—MAIN CLASSROOM BLDG	BLDG 002—VOCATIONAL	BLDG 003 - VOCATIONAL	BLDG 004 - FIELD HOUSE
ROOF TYPE	BUILT-UP ROOFING	METAL ROOF	BUILT-UP ROOFING	ASPHALT SHINGLES
ROOF DATE	2010 JROTC; 1992 MAIN BLDG & GYM; 2000 AUDITORIUM	1992	1996	2011
HVAC TYPE *	MEDIA CENTER: ROOFTOP PACKAGED HEAT PUMPS MEDIA CENTER ANNEX: SPLIT SYSTEM AC W/ STEAM HEAT COILS CLASSROOMS & CAFETERIA: 24,000btu WINDOW UNIT HEAT PUMPS RESTROOMS: 5KW ELECTRIC HEAT; GYM: MINISPLIT HEAT PUMP COOLING AT LOCKERS & BLACK BOX THEATER; WEIL McLAIN STEAM HEAT AUDITORIUM: 60 TON CHILLER; WEIL McLAIN STEAM HEAT	FUEL OIL FURNACE; SPLIT SYSTEM HEAT PUMPS	ROOF TOP PACKAGE HEAT PUMPS	SPLIT SYSTEM HEAT PUMPS
HVAC DATE	1998 JROTC; 1998 MAIN BLDG; 1991 MEDIA CTR & ANNEX; 1995 GYM COOLING; 1964 GYM STEAM COILS; 2006 LOCKERS & BLACK BOX; 2000 AUDITORIUM HEAT; 2011 AUDITORIUM COOLING	1992	2001	2007



Built 1969/1992	Gross Square Footage	7,199
Built 1974	Gross Square Footage	6,733
Built 1965/2012	Gross Square Footage	5,286
Built 1965/1970/1991	Gross Square Footage	128,560
Total	Gross Square Footage	147,778

PHASE 2

WINDOW REPLACEMENTS



LEGEND

ASST PRNC	Assistant Principal	STO	Storage
BK STO	Book Storage	T	Toilet
CAF	Cafeteria	TL	Teacher's Lounge
CR	Classroom	WR	Work Room
CL	Computer Lab	RR	Restroom
ELEC	Electrical Equipment	TO	Time Out
J	Janitor	CO	Conference
KIT	Kitchen	CORR	Corridor
MECH	Mechanical Room	DW	Dish Washing
MC	Media Center	LIB	Library
O	Office	GYM	Gymnasium
PRINC	Principal	AUD	Auditorium
RECP	Reception	PREP	Science Prep. Area
		CHEM	Chemical Storage

Water Main

Electrical Panel

Scale
1/8" = 1'-0"

Acreage of Site
30.65

Heating/Cooling
Varies—see plan

Water
County

Sewer
County

Page 2 of 5

Name of Admin. Unit

Name of Building

Name of School

West Columbus High School

Building No.

Date of Drawing

01-18-16

Street Name/No.

7294 Andrew Jackson Hwy

Unit and School No.

240-380

Date of Revisions

07-18-16

FILE NAME:
240-380-GSF

Varies

Mail Address

Cerro Gordo, NC 28430

			EGRESS WINDOW			