



BARTOW COUNTY SCHOOL SYSTEM

Purchasing Department
65 Gilreath Road N.W.
P.O. Box 200007
Cartersville, Georgia 30120-9001
770-606-5800
Extension 2024

Invitation for Proposal

**Baseball and Softball Scoreboard Replacement
for Adairsville High School
Invitation Number: IFP 2027-04**

August 28, 2026

Proposal Submittal Deadline: September 28, 2026, 10:00 a.m.

Bartow County School System
IFP 2027-04 Baseball and Softball Scoreboard Replacement
IFP 2027-04

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ADVERTISEMENT FOR PROPOSALS

The Bartow County School System is requesting proposals to provide the system with supervision, materials, and labor to perform replacement of the scoreboards on the baseball and softball fields at Adairsville High School located at 519 Old Highway 41 NW, Adairsville, GA 30103. A **mandatory** pre bid meeting will be conducted at the Bartow County School System Construction and Maintenance Office located at 2220 Joe Frank Harris Parkway NW, Cartersville GA 30120 on September 15, 2026 @2:00p.m. Sealed proposals for this work will be received by the Bartow County School System at the Central Office located at 65 Gilreath Road, NW, Cartersville, Georgia until 10:00 a.m. September 28, 2026.

The Bartow County School System reserves the right to waive technicalities, to accept or reject any and all proposals and to waive any irregularity in proposals received, to award the entire proposal to one vendor or to multiple vendors or to make awards by group or location, whichever is in the best interest of the Bartow County School System; hereafter referred to as "Owner", except where noted for clarity.

The Bartow County School System is an equal opportunity employer.

INSTRUCTIONS TO CONTRACTORS

To be considered, proposals must be made in accordance with the following instructions.

1. EXAMINATION: Contractors shall carefully examine the documents and the compensation/employee structure to obtain first-hand knowledge of existing conditions. Successful contractor will not be given extra payments for conditions, which can be determined by examining the site and documents.
2. PREPARATION OF PROPOSALS: Proposals shall be on an unaltered proposal form furnished by the Owner. **Fill in all blank spaces and submit one (1) original and three (3) copies.** Proposals shall be signed with name typed below signature. Where the contractor is a corporation, proposals must be signed with the legal name of the corporation followed by the name, the state of incorporation and the legal signature of an officer authorized to bind the corporation to the contract.
3. SUBCONTRACTORS: Contractors must list all sub-contractors. Contractor will have full responsibility for his sub-contractors.
4. SUBMITTAL: Submit proposal and proposal security in an opaque, sealed envelope. Identify the envelope with project name and name of contractor.
5. MODIFICATION AND WITHDRAWAL: Contractor may not modify proposals after submittal. Contractor may withdraw proposals at any time before proposal openings but may not resubmit them. No proposal may be withdrawn or modified after the opening except where the award of the contract has been delayed for 30 days.
6. DISQUALIFICATION: The Owner reserves the right to disqualify proposals, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the contractor. Owner reserves the right to disqualify proposals submitted without proposal security or subcontractors listed on proposal form.
7. AWARD: The proposals shall be evaluated by an award committee. Subsequent to the opening of the sealed proposals, discussions may be conducted by the Owner with responsible contractors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of and responsiveness to the solicitation requirements.

Contractors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals; and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. Owner reserves the right to reject the proposal of a vendor who has previously failed to perform properly or complete on time, contracts of a similar nature, or the proposal of a contractor who, in the sole opinion and discretion of the Owner is not in a position to

perform the contract, or whose name appears on the United States Comptroller General's List of ineligible contractors.

The Owner reserves the right to award items based on requested and received information, vendor history and experience, references submitted, reliability, price, purchase discounts, availability of product, and overall value to the school district.

8. COMMENCEMENT: The successful contractor will be issued a "Notice to Proceed Work" within fifteen (15) days after the Bartow County Board of Education approves the proposal.

SCOPE OF PROJECT AND REQUIREMENTS

The Bartow County School System invites proposals from qualified vendors to perform replacement of the scoreboards on the baseball and softball fields at Adairsville High School located at 519 Old Highway 41 NW, Adairsville, GA 30103.

I. INTRODUCTION

The contents of each quote shall be divided into two categories. The content categories shall be as follows:

- A. Lump Sum price to perform the work detailed in the construction documents attached.
- B. Unitary pricing sheet for materials involved in the project. Unit prices shall include all costs associated with the proper installation of the material being priced.

II. CONTRACT SCOPE

The awarded vendor shall provide supervision, supplies, services, new equipment, and materials to perform the work described herein, in accordance with the terms and conditions as specified in this IFP.

Work to be performed

Turn-key installation of a Baseball and a Softball Scoreboard to include:

- Mounting onto new poles or existing structures (vendor to assess)
- All electrical wiring and connection work
- Power supply requirements clearly noted
- Setup, testing, calibration, and verification of functionality

- Training for staff on scoreboard operation
- Removal and disposal of old scoreboards

Each scoreboard must meet or exceed the following:

- Designed specifically for baseball/softball
- Must be compatible with a 20 amp - 120 volt circuit
- Name and Logo panel displaying school name and mascot
- LED display preferred
- Home / Visitor scoring capability
- Inning display
- Ball – Strike – Out (BSO) indicators
- Pitch count optional (bidders may propose alternates)
- Internal or external horn/buzzer
- Wireless controller preferred (transmitter + handheld control)
- Weather-resistant, outdoor, commercial-grade construction
- Standard manufacturer colors (green, blue, red, black, etc.)
- Vendor to provide sample color options

A. Contract

The vendor providing the best, responsible proposal shall be awarded a contract for services as specified in this IFP.

In the event that product(s) or service to be furnished by the vendor under the terms of this contract, do not conform to the specifications contained herein or to the sample submitted, the Owner reserves the right to reject the product(s) and/or service. If conditions persist, the contract may be terminated for default. If the contract is terminated for default, the Owner may procure such property or services from other sources and shall have the absolute right to deduct from any monies due the vendor or that may thereafter become due to the contract, the difference between the contract price and the actual cost of the property or service to be replaced or substituted. Failure by the vendor to perform on delivery of goods, services or repairs as specified

may also result in the removal of the vendor from doing business with Owner for a period of up to two years.

Owner reserves the right to review vendor performance at any time as it relates to reliability, service, delivery, and invoice discrepancies and possibly award to another vendor if deemed in the best interest of the School District.

III. PROPOSAL SUBMISSION REQUIREMENTS

Each participating firm shall provide as part of their proposal the following information as stated below. Any firm that fails to provide **ALL** portions of the required proposal shall be considered non-responsive and will not be considered for this project. Four copies of the proposal shall be submitted for review and evaluation by a committee.

Section 1: Introduction Letter

The introduction letter shall highlight the vendor's expertise and history, as well as the principal leadership and support staff. Provide all contact information to include full address, phone, and fax numbers, and contact person. An authorized agent of the firm must sign the letter.

Section 2: Experience/Qualifications

- Describe in detail the firm's ability and experience.
- Provide a copy of current business license.
- Provide copy of industry certifications,
- Provide information on a minimum of three similar past projects.

Section 3: References

Provide at least five (5) client references for which the firm has provided similar services. Include reference name, address, phone, email address and contact person for verification.

Section 4: Project Plan Approach

Provide a written narrative, which details the approach, methodology, phases, and/or activities that will be taken to achieve the full intent of this contract. Include as part of this narrative a timeline for completion of all work related to this project.

Section 5: Additional Information

Provide a listing of any services required to complete this scope of work which were not included in this IFP.

Section 6: Certificate of Insurance

Provide current certificate reflecting insurance and worker's.

compensation coverage.

Section 7: Presentation and Product Demonstration

As part of the proposal, each vendor should bring one sample of the following item: **No samples will be required for this proposal.**

Section 8: Price

Provide a turnkey price for the entire scope of the work. As well as unitary pricing for any aspect of the work that can be priced by unit. (i.e., LFIC cores, solid core wood doors, door hardware, door closers, solid vinyl tile, ceiling grid and tiles, LED light fixtures, etc.)

1. **It is imperative that all information requested from the vendor in this specification be completed and submitted as part of the proposal.** Proposals that fail to meet all requirements shall be deemed non-compliant and will not be considered. One (1) original and three (3) copies of the proposal must be submitted to the Bartow County School System, no later than 10:00 AM on September 18, 2026. Attn: Nicole Ralston, 65 Gilreath Rd. Cartersville, Ga. 30120.
2. IFPs received after the date and time specified will not be considered. If an IFP is not submitted, it should be returned and marked "No Quote."
3. All proposals shall be printed in ink or typewritten. No erasures permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent to the error. The person signing the IFP shall initialize corrections in ink.
4. By submitting a proposal, the vendor warrants that any goods supplied to Owner meet or exceed specifications set forth in this solicitation. Any deviation from the specifications must be clearly identified in a letter accompanying the proposal. The furnishing of cuts, catalogs or printed description will not relieve the vendor of this requirement.
5. The Owner is exempt from all state sales tax and Federal Excise Tax. These taxes shall not be included in the quote.
6. The cost proposal shall state the unit price for each category of the bid as well as the extended price of the project. The Owner does not assume responsibility of mathematical errors.
7. When requested, samples of individual or all items on IFP must be provided at no additional charge to the Owner. Samples requested shall be returned after evaluation of proposals is complete.

8. Participants may be required by the Owner before contract award to document that they are “responsible” vendors to the complete satisfaction of the Owner. They may be required to show that they have the necessary facility, technical abilities, personnel available and financial resources to execute the work in a satisfactory manner, and within the time specified; that they have had experience in work of a similar nature; and that they have past history and references which will verify their qualifications for executing the work.
9. The length of time prices are in effect and the vendor order minimum quantity will be given serious consideration in making awards.
10. Purchase volume discounts are welcome over and above the quoted contract price. If any additional discounts are available, please submit separately.
11. Payment shall be made after final delivery of product and each order is received in its entirety and acceptance of items by an authorized representative employed by the Owner.
12. Awarded vendor must have and show if requested proof of bonding. Employer’s Liability Insurance, Comprehensive General Liability Insurance, Automobile Liability Insurance and Worker’s Compensation coverage.
13. The vendor shall hold harmless the Owner from any and all claims, suits, actions, damages, liability, and expenses in connection with loss of life, bodily or personal injury or property damage, including loss of use thereof, directly, or indirectly caused by, resulting from, arising out of, or occurring in connection with the performance of this contract.
14. Where applicable, the vendor shall, at his own expense, obtain all necessary permits, give all notices, pay all license fees and taxes, comply with all applicable local, State, and Federal Laws, ordinances, rules, and regulations. The vendor shall maintain the licenses required in a current status after award and throughout the course of the contract.
15. It is the Vendor’s responsibility to notify the Owner of any changes of model #’s, item specifications, case pack, prior to shipment. Failure to notify in advance may cause the shipment to be rejected at the shipper expense. The OWNER has the right to review and possibly award to another vendor if deemed in best interest of the School District.
16. It is the Vendor’s responsibility to notify and update Owner of any address, email, and contact person changes. Owner will not be held responsible for missed correspondence due to changes.
17. Any Exceptions to the General Terms MUST be attached and submitted on the next

sheet along with the other forms.

IV. CRITERIA FOR SELECTION

The following selection criteria will be used as the basis for the evaluation of proposals.

- A. Price
- B. Organizational Qualifications
- C. Service Record
- D. Relevance of past projects

E. Selection Criteria Rating Sheet

BARTOW COUNTY SCHOOL SYSTEM AWARD CRITERIA

Bid Number: 2027-04

Date: _____

Vendor Name: _____

	Weight	Max Rating	IFP Score
1. Price	30%	30	
2. Organizational Qualifications	20%	20	
3. Service Record	30%	30	
4. Relevance of Past Projects	20%	20	
Total Score:	100%	100	

This criterion will be used by the award committee to determine the best company overall for this contract. The total cost of this proposal accounts for 30% of entire award. The remaining 70% is comprised from information provided by the participating company and reference sources.

The criterion used to score price will be as follows. Price Proposals shall be scored by dividing the total price proposed by the lowest firm by the total price proposed by the firm and multiplying the result by 30. For example, if Firm A proposed \$105 and Firm B proposed \$125, Firm A would be awarded 30 points ($105 \div 105 \times 30 = 30$). Firm B would be awarded 25.2 points ($105 \div 125 \times 30 = 25.2$).

V. ADMINISTRATION

A. Expenses of Preparing Responses to this IFP

The Owner accepts no responsibility for any expenses incurred by the responders to this IFP. Such expenses are borne exclusively by the responders.

B. Project Director

The Owner will administer this contract through the Maintenance Department designee. The successful responder will perform all work required pursuant to the contract under the direction of and subject to the approval of the Director of Maintenance.

C. Questions

All questions regarding this IFP should be addressed Nicole Ralston at nicole.ralston@bartow.k12.ga.us. All questions are to be in writing and are to allow sufficient time for distribution to all interested parties. The Purchasing Department will be the sole determiner of sufficient time.

D. Award of Contract

A selection committee will review and rate all proposals and may determine an interview list of the firms whose proposals are highest rated based on qualifications and information provided in Section III. Proposal Format, and Section IV. Criteria for Selection.

BCSS may request an oral presentation to the selection committee, not to exceed one hour's duration, responding to questions from the selection committee relevant to the firm's proposal.

The selection committee will then rescore all interview listed firms based on the information submitted and oral interview and will compile a new list ranking those firms. Based on this ranking, a recommendation for contract will be made to the Superintendent and the Board of Education

VI. MISCELLANEOUS SPECIFICATIONS

A. Proposals Must Include all Costs.

Proposals must include all costs incidental to the successful implementation of the system(s). The cost breakdown should include proposed solution, equipment costs as outlined, proposed service, and product development sessions.

B. New and Unused Equipment

All proposed equipment and components must be new and unused. Prospective suppliers must guarantee that the systems proposed will be supported for a minimum period of 1 year from the date of installation.

C. Compliance with Laws and Permits

The successful vendor shall comply with all rules, regulations, ordinances, codes, and laws relating to the work or the conduct thereof and shall secure and pay for any permits and licenses necessary for the execution of the work.

D. Tobacco Free Environment

The use of tobacco is prohibited at all Bartow County School System facilities and grounds.

E. Employment Requirements

All contractors and sub-contractors must be compliant with *O.C.G.A. § 13-10-90 and § 13-10-91* Georgia Security and Immigration Compliance Act

The contractor must provide proof of a background check for all employees that will be on school property. Employees servicing this contract must have an acceptable background as determined by the Owner. The contractor must inform the Owner of any employee/s that has a known criminal record. The Owner will review the record, and written determination will be made to the contractor as to the approval or denial for this employee to work this project.

Contractor and/or employee must submit to Drug/Alcohol screening in case of an accident on school grounds at the expense of the Contractor.

Paper products, trash, debris, etc., are not to be left on school site.

No vulgar language or obscene gestures allowed on school grounds.

All employees must dress in an easily recognizable uniform with company name in plain view.

Personnel are requested not to engage in conversation with school personnel or students unless absolutely necessary.

Damage to property (vehicles, windows, etc.) will be the responsibility of the Contractor.

TERMS AND CONDITIONS

1. It is the vendor's responsibility of handling all contact with manufacturer for warranty repair issues. All fees associated with the service repairs or replacement. The vendor will incur the cost of repairs for items under warranty.
2. Samples of items that are noted must be provided for the proposal to be considered. Samples must have the Vendor's name listed and the item # that the samples represent.
3. Any substitution or changes made to product model # or brand after the award is made will require advance written notification to the Owner. The notification will require an explanation for the changes and are subject to rejection.
4. **It is extremely important that all information requested on the proposal form be filled in. If any information is missing the proposal submitted will be rejected as non-compliant.**

***** Return this page with IFP package *****

CHECKLIST FOR ITEMS TO BE RETURNED WITH PROPOSAL PACKET

Did you remember to include?

- Signed acknowledgment of Terms and Conditions
- Vendor Information and Contract Agreement
- Five school district references
- Proposal with **ALL** information completed for all categories.
- Direct Contact person's name, phone number and email address.
- Exceptions to Terms and Conditions, if applicable
- Checklist with all items checked.

AUTHORIZATION STATEMENT

The Proposer should exercise great care to comply with the guidance offered since failure to do so may contribute directly to a lowered evaluation of the proposal.

Once all items in each of the two sections of this document have been completed, the following Authorization Statement should be completed, and the one (1) original and three (3) complete copies should be inserted in a sealed envelope marked **IFP 2027-04 – Baseball and Softball Scoreboard Replacement for Adairsville High School** and delivered to the following address:

Mrs. Nicole Ralston, Purchasing Specialist
Bartow County School System
65 Gilreath Road N.W.
Cartersville, GA 30120

If your sealed envelope with copies enclosed is inserted in another envelope/package for delivery, the latter should also be marked as having **IFP 2027-04 – Baseball and Softball Scoreboard Replacement for Adairsville High School** enclosed.

Please note that it is the Proposers responsibility to ensure that its proposal is delivered by the proposal submittal deadline which is 10:00 AM (EST) on September 28, 2026.

AUTHORIZATION STATEMENT

By signing this statement, I acknowledge that I have reviewed and approved the release of this proposal for Bartow County School Systems consideration.

_____, 20____
Signature Date

Name Title

Organization

I. GENERAL INSTRUCTIONS AND REQUIREMENTS

Point of Contact: This IFP is issued by the Bartow County School System Purchasing Department. The sole point of contact for this IFP shall be:

Mrs. Nicole Ralston, Purchasing Specialist Bartow
County School System
65 Gilreath Road N.W. Cartersville,
GA 30120
Phone: 770-606-5800 x2024
Fax #: 770-606-5999
Email: nicole.ralston@bartow.k12.ga.us

Failure to restrict contacts/discussion regarding this IFP to the above-named IFP Specialist will be deemed a serious breach of process and may, at the Owner's sole discretion, result in disqualifying the violating party's firm from further consideration in this IFP opportunity. Additionally, any unauthorized contact with members of the School Board or System employees by a contractor or a contractor's representative concerning this proposal may result in the disqualification of the contractor.

II. PROPOSAL PROCEDURES AND GUIDELINES

A. **Submission of Proposals**

The Proposer must complete and deliver one (1) original and three (3) copies of the accompanying Proposal Response Document in a sealed envelope by 10:00 AM on September 28 2026, to the Bartow County School System at the address specified above in Section I.

As indicated above, a Proposal Response Document has been developed and enclosed for this IFP and must be used for submitting your proposal. Failure to adhere to this requirement may result in the Owner, at its sole discretion, declaring your Proposal to be non-responsive and eliminated from further consideration.

The Proposer shall clearly mark all response envelopes as IFP 2027-04 Baseball and Softball Scoreboard Replacement for Adairsville High School

It is the sole responsibility of the Proposer to ensure that its proposal is delivered in accordance with the date, time and place requirements specified in this IFP. Any proposal received contrary to these requirements will be returned to the Proposer unopened. ***Any proposals submitted at or after the moment designated for proposal submittal will be deemed to be late and will not be accepted.*** The clock- in time will be determined by a clock maintained by the Bartow County School System. No other clock or timepiece will have any bearing on the time of proposal receipt. Since

parking can be a problem or Proposers may not be familiar with the building to which proposals are to be delivered, etc., Proposers are advised to avoid last minute deliveries.

B. Acceptance of Proposals

All properly submitted proposals shall be accepted for evaluation. However, the Owner reserves the right to request clarifications or corrections to proposals, reject any or all proposals received, cancel, or withdraw this IFP, according to the best interests of the Owner.

Any submitted proposal shall remain a valid proposal for at least 60 days after the proposal opening.

Where the Owner may waive variances, such waiver shall not modify other IFP requirements or excuse the Proposer from full compliance with the remainder of IFP specifications and other contract requirements if the Proposer is awarded a contract. Mandated requirements are those required by law or such that they cannot be waived and are not subject to negotiation.

C. Right to Negotiate

The Owner reserves the right to further negotiate, after proposals are opened, with the apparent best-evaluated Proposer(s), if such is deemed necessary in the discretion of the Owner.

The Owner shall not be responsible for the reimbursement of any costs not specifically set forth in the firm's proposal. In addition, the Owner shall reserve the right to accept any part or all of the contractor's fee schedule and to negotiate any charges contained therein.

D. Disclosure of Proposal Content

All proposals and other materials accepted in response to this IFP become the property of Bartow County School System. Selection or rejection of a proposal does not affect this right. All proposal information, including detailed budget information, shall be held in confidence during the evaluation process. Only upon the completion of the evaluation of proposals shall the proposals and associated materials be open for review. By submitting a proposal, the Proposer acknowledges and accepts that the full contents of the proposal and associated documents shall become open to inspection.

E. Other Terms and Conditions

Under no circumstances will proposals be accepted if submitted by fax or email.

The Proposer shall hold the Owner, its officers, agents, servants, and employees, harmless from liability of any nature or kind because of use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used under this proposal. The Proposer further agrees to defend, at his own expense, any and all actions brought against the Owner or himself for alleged improprieties of these or similar types.

IV. PROPOSAL FORMAT AND CONTENT

The written proposal submitted shall, at a minimum, include the following information:

1. The firm name and contact person, together with the address, telephone number, facsimile number, and email address, of the office firm which the services will be provided.
2. A brief history of the firm (limit two pages). Information should include organization structure, location of management, and evidence that the firm is authorized to do business in the State of Georgia.
3. A Description of the services, specifically relating to the governmental sector, which the contractor is capable of providing, together with an explanation of how these services might best assist the Owner. Include specific information on specialized resources available to your firm such as computer capability, access to market information, personnel with specialized knowledge and expertise in the governmental field.
4. A listing of governmental engagements, specifically within the State of Georgia, for which your firm and/or staff has served over the past three (3) years. Be sure to include specific dates and a brief description of the services provided.
5. A list of references the Owner may contact in order to assist in the evaluation of your past performance. Include the name and mailing address of the governmental entity, name, and telephone number of your contact person.

CONTRACTOR'S DECLARATION

The contractor understands, agrees and warrants:

That the contractor has carefully read and fully understands the full scope of the specifications.

That the contractor has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That this proposal may be withdrawn by requesting such withdrawal in writing at any time prior to September 28 , 2026, at 10:00 a.m. but may not be withdrawn after such date and time.

That the Owner reserves the right to reject any or all proposals and to accept that proposal which will, in its opinion, best serve the public interest. The Owner reserves the right to waive any technicalities and formalities in the bidding.

That by submission of this proposal the contractor acknowledges that the Owner has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the contractor.

If a partnership, a general partner must sign.

If a corporation, the authorized corporate officer(s) must sign, and the corporate seal must be affixed to this proposal.

CONTRACTOR:

Name

Date

Title

Name

Date

Title

AFFIX CORPORATE SEAL (If Applicable)

CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the contractor agrees as follows:

The contractor agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, or ancestry. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, or ancestry. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event the contractor is not in compliance with this non-discrimination clause, the contract may be cancelled or terminated by the Owner. The Owner may declare the contractor, ineligible for further contracts with the Owner until satisfactory proof of intent to comply shall be made by the vendor.

The contractor agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

Contractor

Signature

Date

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the proposal:

STATE OF _____

COUNTY OF _____

Owner, Partner, or Officer of Firm

Company Name, Address, City and State

Being of lawful age, being first duly sworn, on oath says, that he/she is the agent authorized by the contractor to submit the attached proposal. Affiant further states as contractor, that they have not been a party to any collusion among contractors in restraint or competition by agreement to proposal at a fixed price or to refrain from bidding; or with any office of the Owner or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between contractors and any employee of the Owner concerning exchange of money or other things of value for special consideration in submitting a sealed proposal for:

FIRM NAME _____

SIGNATURE _____

TITLE _____

Subscribed and sworn to before me this _____ day of _____, 20____.

NOTARY PUBLIC

PROMPT PAY ACT AFFIDAVIT

THIS AFFIDAVIT IS TO ACCOMPANY THE PROPOSAL

GEORGIA PROMPT PAY ACT-The Georgia Prompt Pay Act was enacted by the General Assembly in 1994 and took effect January 1, 1995. This act requires Owners to pay contracts within 15 days of receipt of a pay request by the Owner or the Owner's representative. If payment is not made, the Owner shall pay the contractor 1% per month interest on the delayed payment. Additionally, the contractor must pay sub-contractors within 10 days of receipt of payment from the Owners.

This Act is Code Section 13-11-1 (Georgia Laws of 1994, p. 1398 par. 4).

FIRM NAME _____

SIGNATURE _____

TITLE _____

Subscribed and Sworn to before me this _____ day of _____ 20____.

NOTARY PUBLIC

**Bartow County School System
Cartersville, Georgia**

CONTRACT AGREEMENT

We have carefully examined and fully understand the Terms and Conditions in furnishing to the Bartow County School System the information listed in this Information for Proposal

IFP: 2007-04

Baseball and Softball Scoreboard Replacement for Adairsville High School

We propose to enter into a contract to furnish and deliver the service as specified, and at the prices quoted.

Company

Date

Representative Signature

Printed Representative Name

Address

City, State, Zip Code

Telephone

Prices Will Be Firm Through:

Date

Proposal #

Bartow County Signature:

Name

Title

Date

Note: This contract will not become valid until authorized signature and Board Approval has transpired.

VENDOR APPLICATION
(Pre-qualification information)

Complete Vendor Name: _____

Federal Tax ID No.: _____

(If Company) **attach a completed W-9**

Social Security No.: _____

(If individual) **attach a completed W-9**

Business License Number: _____

(Where Applicable)

Regular Mailing Address:

Remit to Address:

Phone:	Fax:
Email Address:	
Previous Vendor Name(s) and Address:	

Have you ever done business with Bartow County under any of the above names?

Circle One

Yes No If Yes, which one(s)?

Primary Business: _____

Your company is organized as:

Individual Partnership Corporation Other
(Specify) _____

Names and signatures of persons authorized to sign bids and contracts:

Name	Title	Signature

Circle One

Have you ever been bonded? Yes No If yes, name and address of Bonding Company.

Circle One

Have you ever had a bond revoked? Yes No If yes, briefly explain the reason:

Circle One

Is any litigation pending against you or your company?

Yes No

If yes, briefly state the reason: _____

Circle One

Is your inventory stocked in the State of Georgia? Yes No

If not, where is it stocked? _____

Give three current or recent customers/clients for whom similar goods or services have been provided.**Client 1:**

Address: _____

Contact: _____

Phone: _____

Client 2:

Address: _____

Contact: _____

Phone: _____

Client 3:

Address: _____

Contact: _____

Phone: _____

I, the undersigned, hereby certify that the above information is a complete and true statement of the facts.

Signature of person authorized to sign this application

Title

Date

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

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 (*"Physical performance of services means any performance of labor or services for a public employer using a bidding process or by contract wherein the labor or services exceed \$2,499.99; provided, however, that such term shall not include any contract between a public employer and an individual who is licensed pursuant to Title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for services to be rendered by such individual."* O.C.G.A. 13-10-90 & 13-10-91) on behalf of **Bartow County Board of Education** has registered with, its 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 will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction 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). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Name of Contract: _____

Federal (**six digit**) E-Verify User Identification number: _____

Date of Authorization: _____

Name of Contractor/Business: _____

Legal Address of Business: _____

City: _____ State: _____ Zip code: _____

Name of Public Employer: **Bartow County Board of Education** I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20____ in _____,
(Day) (Month) (Yr.) (City) (State)

Signature of Authorized Officer or Agent: _____

Printed Name and Title of Authorized Agent: _____

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____,
20____.

Notary Public: _____

My Commission Expires: _____



BARTOW COUNTY
SCHOOL SYSTEM
empowering our children to succeed

Bid Form

Baseball and Softball Scoreboard Replacement for Adairsville High School

IFP 2027-04

Our Bid:

1. LUMP SUM BID FOR PROJECT:

\$ _____

Signature

Company Name

Title

Date

UNITARY PRICING SHEET MUST BE ATTACHED TO BE CONSIDERED

