



## **Request For Proposals**

**July 1, 2024**

### **Introduction:**

International Charter Academy of Georgia (ICAGeorgia) is a K-6 Japanese-English Dual Language Immersion State Charter School. It is a non-profit organization (exemption from sales tax). ICAGeorgia's operations as a non-profit organization are almost entirely funded by the State of Georgia. To date, the Georgia State Department of Education's allocations to ICAGeorgia depends, in large part, on the number of students that attend ICAGeorgia and the number of certified teachers with the number of their experience.

### **Background:**

ICAGeorgia owns two buildings on a property in Peachtree Corners, Gwinnet County. The facility has been in operation since the school's opening in 2018. The first floor of Building Two is unfinished. Only one section, the Indoor Gym and bathrooms, is completed on the first floor of Building Two. We are currently looking for a general contractor that can build three classrooms, a meeting room, copier/staff room, and nurse room in the unfinished space of our first floor in this building.

### **Location:**

3705 Engineering Drive, Peachtree Corners, GA 30092  
Building Two  
First Floor

### **Scope of Work:**

Build three classrooms, a meeting room, copier/staff room, and nurse room in the unfinished space of Building Two on the first floor

- Building three large rooms, three small rooms, and an open area
- Installation of HVAC, lighting fixture, flooring, wall shelves, doors, and drywall
- Connecting Fire Alarm system and Sprinkler system
- Creating a door access to the elevator hallway/main double entrance
- Attached: ICAGeorgia blueprints and area drawing

### **Timeline:**

Proposals by August 31, 2024  
Project completion by no later than June 1, 2025

All proposals by qualified and licensed general contracts must be submitted to [cfo@interntaionalcharteracademy.org](mailto:cfo@interntaionalcharteracademy.org). For questions regarding the scope of work, please contact [cfo@interntaionalcharteracademy.org](mailto:cfo@interntaionalcharteracademy.org).

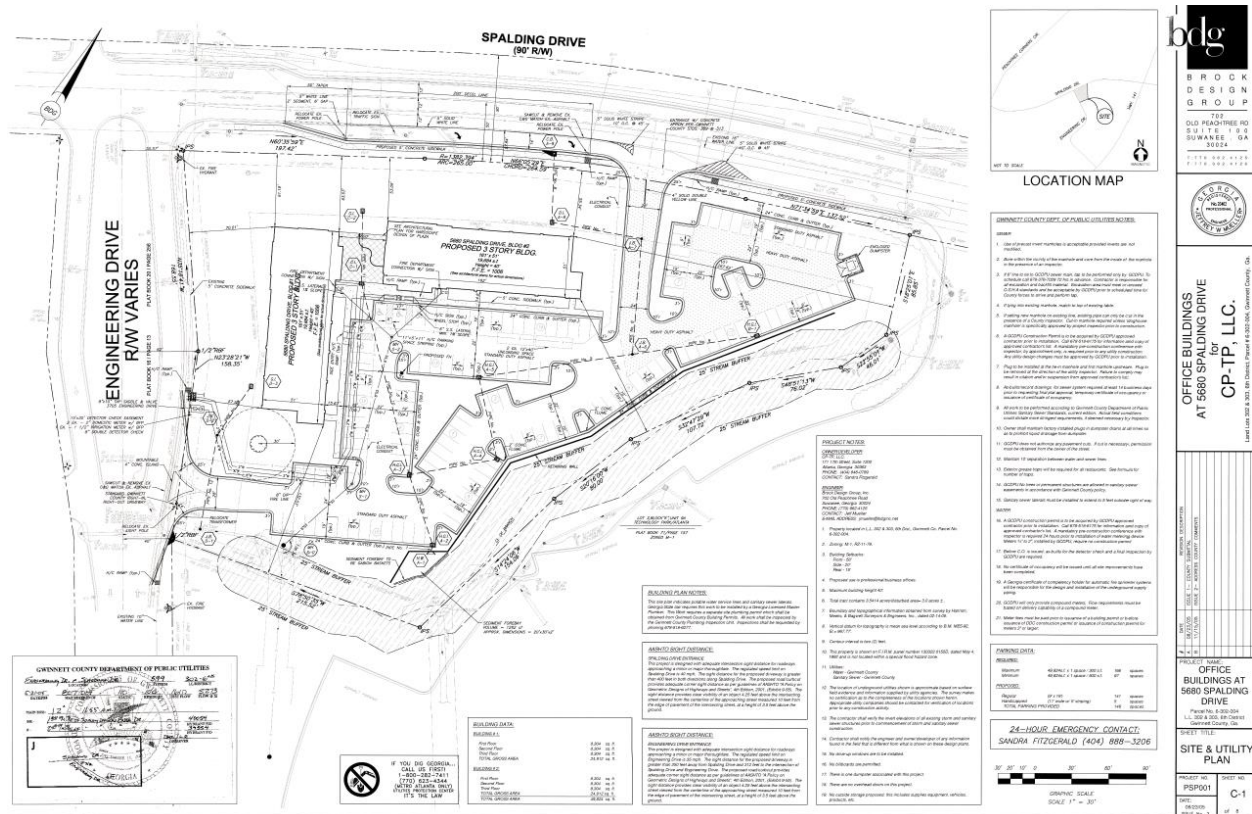
### **ICAGeorgia Financial Policies:**

**Procurement:** The CFO will ensure that all procurement transactions are conducted in a manner that provides open and free competition. Awards must be made to the bidder/offeror whose bid/offer is

responsive to the solicitation and is most advantageous to ICAGeorgia considering price, quality, and other relevant factors such as reviews and reference checks deemed appropriate by ICAGeorgia. When using CSP funds to enter into a contract for equipment or services the Principal and CFO will comply with the applicable federal procurement standards.

The solicitation of bids or offers must provide a clear and accurate description of the requirements to be fulfilled by the bidder, and technical requirements to be performed including the minimum acceptable standards, specification, and specific features of brand name or equal descriptions that bidders are required to meet. Positive efforts will be made to utilize small businesses, minority-owned firms, and women's business enterprises whenever possible. The type of procurement instruments used (e.g. purchase orders) must be appropriate for the particular procurement.

**Conflicts of Interest:** Pursuant to the Conflict of Interest Board Policy, no employee, officer, or agent of the school, who has a real or apparent conflict of interest, will participate in the selection, award, or administration of a contract supported by federal funds. Employees, officers, and agents may also not solicit or accept favors, gratuities, or anything of monetary value from contractors or their agents.



**OFFICE BUILDINGS  
AT 5880 SPALDING DRIVE  
CP-TP, LLC.**

NO.	REVISION	DATE	BY	CHK
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**PERMITS DATA**

PERMIT:	4068104	ISSUED:	08/08/2014
PROJECT:	CP-TP	EXPIRES:	08/08/2015
SCALE:	1" = 30'	DATE:	08/08/2014

**24-HOUR EMERGENCY CONTACT:**  
SANDRA FITZGERALD (404) 888-3206

**GENERAL SCALE:**  
SCALE: 1" = 30'

