**Request For Proposals**

**July 1, 2022**

**Introduction:**
International Charter Academy of Georgia (ICAGeorgia) is a K-5 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, is completed on the first floor of Building Two. We are currently looking for a general contractor that can build bathrooms 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:**
Installation of bathrooms and a partial hallway for the access to the indoor gym
- Four unisex bathrooms totaling four toilet seats and sinks
- One of them must be an ADA compliant bathroom
- Installation of plumbing, lighting fixture, flooring, and drywall
- Creating a door access to the indoor gym with a hallway
- Attached: ICAGeorgia blueprints and bathroom layout drawing

**Timeline:**
Proposals by September 21, 2022
Project completion by no later than March 31, 2023

All proposals by qualified and licensed general contracts must be submitted to info@internationalcharteracademy.org. For questions regarding the scope of work, please contact info@internationalcharteracademy.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.
ICAGeorgia
International Charter Academy of Georgia

Bathroom Plan

BUILDING 2

1st Floor

Indoor Gym

Close with dry walls