



Dixie Montessori Academy

REQUEST FOR PROPOSAL

Physical Education Equipment

1160 N 645 W

Washington, UT 84780

(435) 251-8539

SECTION I

SELECTION SCHEDULE

- Notice of RFP:** April 1, 2021 – April 7, 2021. RFP can be seen at www.dixiemontessoriacademy.org
- Submission Deadline:** April 7, 2021 by 5:00 pm to Mariah Phares at mphares@dixiemontessoriacademy.org: Proposals must be submitted in compliance with Section IV of this RFP.
- Award Date:** April 8, 2021

SECTION II

INTRODUCTION

- A. Dixie Montessori Academy is requesting proposals for physical education equipment to be purchased, and ready for FY21.
- B. AWARD OF CONTRACT. The contract will be awarded to the offeror whose proposal is determined to be the most advantageous to Dixie Montessori Academy, taking into consideration the price and the evaluation factors set forth in this RFP.

SECTION III

PROPOSAL INFORMATION

- A. Proposals must be submitted in compliance with Section IV of this RFP.
- B. The services required and offered in a proposal should meet the needs described below. Only one proposal from each offeror may be submitted and considered. Offerors may include any special or unique services they plan to provide.
- C. Proposals will be evaluated by a committee appointed by the Dixie Montessori Academy Governing Board. The school will cooperate with all potential offerors, to the extent reasonably possible, in their attempt to obtain information. Discussions may be conducted with offerors who submit proposals for the purpose of assuring full understanding of, and responsiveness to, the solicitation requirements.
- D. It is understood that Dixie Montessori Academy's issuance of this RFP does not obligate Dixie Montessori Academy to accept any of the proposals submitted in response to this RFP, nor does it guarantee that Dixie Montessori Academy will in fact accept any of the said proposals. No agreement exists on the part of Dixie Montessori Academy and any offeror until a written contract is approved and executed by the Dixie Montessori Academy governing board.
- E. This RFP does not obligate Dixie Montessori Academy to pay for any costs of any kind whatsoever that may be incurred by an offeror or any third parties in connection with a proposal. All proposals, responses and supporting documentation shall become property of Dixie Montessori Academy.
- F. At any time during the evaluation process the evaluation committee may, with appropriate approval, request best and final offers as provided for in Section 63G-6a-707.5, from responsible offerors who submit responsive proposals that meet any minimum qualifications, evaluation criteria, or score thresholds identified in this RFP.

SECTION IV

PROPOSAL REQUIREMENTS

- A. Proposals must contain a cover letter, which shall include the following:
 - a. A statement of the offeror's intent to provide the services and goods outlined in this proposal
 - b. The legal company name
 - c. Complete company address
 - d. Company contact person's name, phone number and email address
 - e. Company's website address
 - f. Signature and position/title of company's authorized representative
 - g. The date of submission
- B. Proposals must address the Proposal Specifications set forth in Section V below.
- C. Proposals must be emailed to Mariah Phares at mphares@dixiemontessoriacademy.org on or before April 7, 2021 at 5:00 p.m. Proposals should be in a PDF format.
- D. Proposals must be signed by the offeror.

SECTION V

SPECIFICATIONS

Requirements

- Provide the cost for the following items (specifying the cost per item and total for numbers requested in column 2)

Full M.O.T.S1 Course with Crossbars, Bracketing and Hardware 30' x 6'	1
Post Pads - 6 ft x 4" x 4"	6
Matting 1 (SF) 10' 4" x 6' 8" x 8" V2	2
Matting 2 5' 8" x 6' x 8" - V2	1
Transition Block 2' x 2' x 67"	3
Cheese wall hanging obstacle	3
Low Bridges with Slings	1
Triple Rings	2
Versa Ladder	1
Additional Slings Needed	1
Ring and Peg Board 12 ft	1
Climbing Holds	600
Climbing Wall Mats 10' 4" x 6' 8" 8" thick	5
Steel 6 ft warped wall	1
Steel 8 ft warped wall	1
Firepole dismount and safety mat	1
Fire Pole Safety Mat with custom cutout - 6' 5" x 6' x 8" - 2 piece system	1
Carpet Bonded Foam 6' x 42'	8

SECTION VI

EVALUATION CRITERIA

The evaluation criteria for this RFP will be on the cost proposal outlining Section 5 of the RFP. Offerors will receive up to 50 points for final cost (lowest cost = 50 points, second lowest = 40 points, third lowest = 30 points, etc) and up to 50 points for reputation/customer references.