



**CELL TOWER LEASE  
C2023-01**

**RESPONSE DEADLINE:** February 28, 2023 @ 2PM

**SEND RESPONSES TO:** Camden County Schools  
Attention: Pennie Davis, Operations  
311 S. East Street  
Kingsland, GA 31548

**COMPANY NAME:** \_\_\_\_\_

**COMPANY ADDRESS:** \_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY STATE ZIP

**TELEPHONE NO.:** \_\_\_\_\_

**FAX NO.:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**SUBMITTED BY:** \_\_\_\_\_  
(PLEASE PRINT) TITLE

**SIGNATURE:** \_\_\_\_\_

Use this page as a Cover Sheet and turn in completed with your proposal.

All questions concerning this proposal process must be submitted in writing. Verbal responses will have no legal effect. Questions must be submitted via email to Pennie Davis, [pdavis@camden.k12.ga.us](mailto:pdavis@camden.k12.ga.us)

## Camden County Schools

### REQUEST FOR PROPOSALS RFP 2023-001 CELL TOWER LEASE

#### 1. INVITATION FOR PROPOSALS

1.1 It is the intention of the Camden County Schools (the “District” or “Owner”) to select by the Request for Proposal method a lease or leases for cell towers on certain District campuses for a base term of twelve (12) months with the option to renew for four (4) additional one-year terms. Persons or entities submitting proposals are referred to herein as “Offeror(s)”. Offerors may submit proposals on one or more properties. The properties include the following, but not limited to:

1. Camden County High School, 6300 Laurel Island Parkway, Kingsland, Georgia (Limited areas due to future construction projects)
2. Camden County Middle School, 1300 Middle School Road, Kingsland, Georgia
3. St. Marys Middle School, 205 Martha Drive, St. Marys, Georgia
4. Crooked River Elementary School, 3570 Charlie Smith Sr. Highway, St. Marys, Georgia
5. David L. Rainer Elementary School, 850 May Creek Drive, Kingsland, Georgia
6. Kingsland Elementary School, 900 King Avenue, West, Kingsland, Georgia
7. Mamie Lou Gross Elementary School, 277 Roberts Path, Woodbine, Georgia
8. Matilda Harris Elementary School, 1100 The Lakes Boulevard, Kingsland, Georgia
9. Mary Lee Clark Elementary School, 318 Mickler Drive, St. Marys, Georgia
10. Sugarmill Elementary School, 2885 Winding Road, St. Marys, Georgia
11. St. Marys Elementary School, 600 Osborne Street, St. Marys, Georgia
12. Woodbine Elementary School, 495 Broadwood Road, Spur 25, Woodbine, Georgia

1.2 Proposals must include the information requested in Article 5 of this Request for Proposals in the sequence and format prescribed. In addition to and separate from the requested information, Offerors submitting proposals may provide supplementary materials further describing their proposal. Offerors shall submit one (1) original and two (2) copies of the Proposal. Each Offeror shall make themselves aware of laws, codes, zoning regulations, restrictions, rules and ordinances, land use regulations, building restrictions and other laws and regulations now in effect or hereinafter adopted by any governmental authority having jurisdiction, local tax structure, licensing and permit requirements, availability of required insurance, and other factors that could affect performance under the lease agreement.

**PROPOSALS MUST BE RECEIVED NO LATER THAN  
2 P.M., on February 28, 2023**

1.3 Any proposal received after such time will not be considered and will be returned unopened. Proposals will be received by:

Camden County Schools  
Attention: Pennie Davis, Operations  
311 S. East Street  
Kingsland, GA 31548

1.4 Proposal envelopes must be plainly marked on the outside with the Offeror's name and address and the following:

**Request for Proposal  
CELL TOWER LEASE RFP 2023-001**

1.5 PROPOSALS MUST BE SUBMITTED ON THE PROPOSAL FORM ATTACHED AS EXHIBIT "A". THIS RFP CONTAINS REQUIRED TERMS AND DESCRIPTIVE INFORMATION ABOUT THE LEASE AGREEMENT. RESPONSES NOT MADE AS SET FORTH HEREIN MAY BE DEEMED NON-RESPONSIVE AND MAY NOT BE CONSIDERED.

1.6 Questions concerning this RFP should be addressed to Pennie Davis, Director of Operations, e-mail: [pdavis@camden.k12.ga.us](mailto:pdavis@camden.k12.ga.us). All questions must be in writing. Any clarifications or interpretations of this RFP that materially affect or change its requirements will be issued by the District as an addendum. Addenda or any additional information will be posted to the District's bids and quotations page at [https://www.camden.k12.ga.us/quick\\_links/bids\\_and\\_quoatations](https://www.camden.k12.ga.us/quick_links/bids_and_quoatations) and on the Georgia Procurement Website <https://ssl.doas.state.ga.us/gpr/>. It is the responsibility of all Offerors to obtain this information in a timely manner. All such addenda issued by the District before the proposals are opened are considered part of the RFP, and Offerors shall acknowledge receipt of and incorporate each addendum in its Proposal. Offerors shall consider only those clarifications and interpretations that the District issues by addenda five (5) days prior to the submittal deadline. Interpretations or clarifications in any other form, including oral statements, will not be binding on the District and should not be relied on in preparing Proposals.

1.7 Offerors shall restrict all contact with the District and direct all questions regarding this RFP, to the District representative identified above. **Do not contact members of the Camden County Board of Education, Superintendent John Tucker, or other employees of the District. Contact with any of these prohibited individuals after issuance of the RFP, and before selection is made, may result in disqualification of your Proposal.**

1.8 Following the deadline for receipt, the District's staff will receive and open all proposals. Offeror agrees that the proposal shall remain open and subject to acceptance by the District for a period of ninety (90) calendar days from the deadline to submit the proposals. The District reserves the right to accept any proposal, to reject any and all proposals and to waive any informality in proposals received. The District may also request additional information from Offerors at any time.

1.9 Following the ranking of the Offerors, the District will attempt to negotiate an agreement with the Offeror(s) that offers the best value to the District.

1.10 All information contained in your proposal may be used to evaluate the proposals. The District reserves the right to verify the accuracy and completeness of all responses by utilizing any information available to the District without regard to whether such information appears in your proposal and the right to request supplemental information from any Offeror to aid the District in the evaluation process. Camden County Schools will generally award contracts based upon the lowest, responsive, responsible offer, price and other factors considered. Camden County Schools will evaluate this proposal on a scale of 100 using the following weighted criteria:

- Price – 35 Points
- Reputation of the vendor (Include references in the Proposal. School Districts preferred) – 20-Points
- Qualities of the vendor’s goods or services – 20-Points
- The extent to which the goods and services meet the District’s needs – 25 Points

Using these criteria and weights District Committee will evaluate and rank this Proposal to determine the offer that presents the best value to the District.

1.11 By submitting a Proposal, each Offeror agrees to waive any claim it has or may have against the District and its trustees, agents and employees, and any reference sources, arising out of or in connection with the administration, evaluation, or recommendation of any proposal; waiver of any requirements under the proposal documents; acceptance or rejection of any proposal; and award of a lease agreement.

1.12 The District shall have no contractual obligation to any Offeror, nor will any Offeror have any property interest or other right unless and until a lease agreement is executed and delivered by all parties, and all conditions to be fulfilled by the Offeror have been so fulfilled.

## **2. SCOPE OF LEASE**

2.1 The District intends for the initial lease term to be twelve (12) months with the option to extend for four (4) additional one year terms, subject to termination provisions contained in the lease.

2.2 The property to be leased will be "as is and where is", with any and all latent and patent defects and faults, and there is no warranty by the District that the property is fit for a particular purpose. In addition, the property may contain environmental conditions or hazards and the Offeror will be required to assume all duties and costs related to researching the suitability and feasibility of Offeror’s intended lease of the property.

2.3 Any alterations (including but not limited to, tree removal, dirt removal...) of the property must have prior approval and preferably described in the Proposal and a part of the lease. Any costs are the sole responsibility of the Tenant.

2.4 The District will require removal of the facilities and equipment installed on the property at said time the facilities and equipment are no longer working, being utilized, or services are being abandoned. The expense will be at the sole responsibility of the Tenant.

2.5 Worker's Compensation Insurance. All workers on any project must be covered by Workers' Compensation Insurance.

### **3. RENT PROPOSAL**

3.1 The Rent Proposal Form is attached as **Exhibit A**.

### **4. FORM OF LEASE AGREEMENT**

4.1 The District will consider Offeror's proposed form of the Lease submitted in writing with the Proposal; however, the District reserves the right to reject any proposed forms of the Lease. The Offeror can also provide any other forms proposed with the Proposal.

## **5. INFORMATION TO BE PROVIDED BY OFFERORS**

Please provide the following information concerning your company:

### **5.1. Offeror Information**

1. Name of Company
2. Business Address
3. Telephone Number
4. Email Address of designated contact person
5. Type of Organization (Individual, Partnership, Corporation, Association)
6. Number of Permanent Employees.
7. Primary Contact Person for District inquiries
8. Main Office Location (if different than above)
9. Describe any substantial changes in ownership of your company during the past five (5) years.
10. How many years has your company operated under its current form of business organization?
11. Provide at least five references with contact information for which you have provided similar services. School districts of similar sizes are the preferred references.

### **5.2. Claims and Litigation**

1. Identify all lawsuits or arbitrations, if any, brought or filed by or against your company within the last five (5) years.
2. Identify any judgments, claims arbitration proceedings or suits pending or outstanding against your company or its officers.

**5.4 Facilities to be Installed**

Provide a description of the facilities and equipment you intend to install, including pictures showing other similar facilities as examples. Include the dimensions and square footage needed in order to install your equipment, as well as any easement requirements.

**EXHIBIT A**

**RENT PROPOSAL FORM**

**LOCATION(S):** The properties include the following:

- 1. Camden County High School, 6300 Laurel Island Parkway, Kingsland, Georgia (Limited areas due to future construction projects)  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 2. Camden County Middle School, 1300 Middle School Road, Kingsland, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 3. St. Marys Middle School, 205 Martha Drive, St. Marys, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 4. Crooked River Elementary School, 3570 Charlie Smith Sr. Highway, St. Marys, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 5. David L. Rainer Elementary School, 850 May Creek Drive, Kingsland, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 6. Kingsland Elementary School, 900 King Avenue, West, Kingsland, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 7. Mamie Lou Gross Elementary School, 277 Roberts Path, Woodbine, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 8. Matilda Harris Elementary School, 1100 The Lakes Boulevard, Kingsland, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 9. Mary Lee Clark Elementary School, 318 Mickler Drive, St. Marys, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 10. Sugarmill Elementary School, 2885 Winding Road, St. Marys, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_
- 11. Woodbine Elementary School, 495 Broadwood Road, Spur 25, Woodbine, Georgia  
     **YES** \_\_\_\_\_                      **NO** \_\_\_\_\_

**OPTION FEE & RENT:**

Describe the proposed option fees and annual rental fees at each location checked "YES" above (attachments are accepted):

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**REPRESENTATIONS**

By execution and submission of this Proposal, the Offeror hereby agrees, represents and warrants to Owner as follows:

- 1. Offeror will hold Proposal open for acceptance for ninety (90) days.

2. Offer accepts Owner's right to reject any or all Proposals, to waive formalities and to accept the Proposal which Owner considers to provide the best value to the Owner.

3. By signing this Proposal Form, the undersigned on behalf of the Offeror affirms that, to the best of his knowledge, the information concerning this Proposal has been arrived at independently and is being submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other respondents in the award of this Proposal.

4. Offeror has read and understands the Proposal Documents, and this Proposal is made in accordance with the Proposal Documents.

5. All information submitted by the Offeror to the Owner in response to this Request for Proposals is true and correct. The Owner, or any authorized representative of the Owner, is authorized by the undersigned to contact any firm, institution, or person to obtain information about our company's financial condition, and any other information which the Owner might determine as being desirable.

6. To the fullest extent permitted by applicable law, the Offeror waives any claim it has or may have against the Owner and its trustees, officers, shareholders, directors, partners, agents, contractors, consultants and employees arising out of or in connection with the administration, evaluation or recommendation of any offers; waiver of any requirements under the Proposal Documents or the Lease Agreement; acceptance or rejection of any proposals; and the award of a Lease.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)