

**LEGAL NOTICE
ADVERTISEMENT FOR PROPOSALS
HVAC MAINTENANCE SERVICES (MIDDLE & HIGH SCHOOLS),
RFP# 24-0501**

The Clarke County School District (“CCSD or District”) is seeking proposals from qualified firms for the district’s **HVAC MAINTENANCE SERVICES** for middle and high schools districtwide. Sealed proposals from qualified firms will be received by the Clarke County School District in the Office of Purchasing & Contracts, 595 Prince Avenue, Athens, Georgia, 30601, until **10:00 AM (EDT) on May 1, 2024**. Proposals shall be submitted via email.

Proposal documents may be obtained by email from Veronica Jackson, Clarke County School District, Office of Purchasing and Contracts, email jacksonv@clarke.k12.ga.us. Subject of email to read **“RFP 24-0501, HVAC MAINTENANCE SERVICES (MIDDLE & HIGH SCHOOLS)”**. The written requirements contained in the Request for Proposals (“RFP”) shall not be changed or superseded except by written addenda from the Purchasing Department, CCSD. The Purchasing Department is the only office authorized to change, modify, clarify, etc., the specifications, terms, and conditions of this RFP and any contract(s) awarded as a result of this RFP. Failure to comply with the written requirements for this proposal may result in rejection of the proposal by the Clarke County School District.

A list of names of firms providing proposals may be obtained from <https://www.clarke.k12.ga.us/Page/144> after the proposal due date and time stated herein. A tabulation of vendors may be obtained upon award.

The CCSD reserves the right to reject any and all proposals, to waive any technicalities or irregularities, and to award the contract based on the highest and best interest of the CCSD. The results may be presented to the CCSD’s Board of Education for action if deemed appropriate for submission.

The contract, if awarded, will be on the basis stated in the Request for Proposal and Specification. No proposals may be withdrawn for a period of sixty (60) days.

The Owner reserves the right to reject any and all submittals and to waive technicalities and informalities.



Veronica Jackson
Office of Purchasing & Contracts