



**Purchasing Department**  
Fayette County Public Schools  
205 LaFayette Avenue, Building A, Fayetteville, GA 30214  
(770) 460-3535 ext 1043 or [purchasing@mail.fcboe.org](mailto:purchasing@mail.fcboe.org)

# Aviation Simulator for Starr’s Mill High School

## Request for Proposals 21-013-054

### Introduction

Fayette County Public Schools (hereinafter FCPS or the District) is soliciting proposals via this Request for Proposals (hereinafter RFP) from interested and qualified proposers to provide an aviation simulator, as specified within this solicitation, for the aviation career pathway program at Starr’s Mill High School.

### Instructions to Proposers

As is more fully explained in this RFP, an award, if made, will be made to the responsible and responsive proposer who provides the best solution to the described need, taking into consideration multiple evaluation factors as determined by the District and defined herein.

It is the proposer’s responsibility to address all elements of this RFP. Any proposer failing to meet the terms and conditions herein may suffer a reduction in their evaluation score up to a complete rejection of their proposal.

Responses to this request for proposals are due no later than the date and time specified in the timeline of events either physically or electronically to the FCPS Purchasing Department located at the LaFayette Educational Center, Building A, 205 LaFayette Avenue, Fayetteville, GA, 30214. Proposals received after the specified date and time will not be considered.

### Designated Representative

The FCPS Purchasing Department has designated the following staff member as the representative of the Department and District during the solicitation process:

Matthew Roberts - Purchasing Manager

(770) 460-3535 ext. 1041

[roberts.matthew@mail.fcboe.org](mailto:roberts.matthew@mail.fcboe.org)

### Schedule of Events

RFP Released: Friday, February 12, 2021

Questions Due: Before 9:00 AM (ET), Thursday, February 18, 2021

Addenda Issued (if needed): Week of February 22, 2021

Proposals Due: Before 12:00 PM (ET), Friday, March 5, 2021

### Confidentiality and Public Records

All documents as part of this solicitation are considered matters of public record and may be disclosed to citizens or the news media by request. Proposers are advised that any and all parts of their submitted proposal are subject to public disclosure and that items marked to the contrary with

“Confidential”, “Private”, or “Trade Secret” does not preclude such disclosure. Inclusion of such language or notifications may result in a rejection of your proposal.

#### Proposer Registration

Proposers are encouraged to register with the designated representative listed above via email after reviewing this solicitation. Proposers who register will automatically receive any email updates with additional documents such as addenda and be notified of award issuance, even if they choose not to submit a proposal.

#### Solicitation Documents and Forms

Documents and forms required for submission as part of this RFP can be found on the FCPS [Purchasing Department website](#). Failure to include required submissions listed herein may result in a rejection of the proposal. A list of required forms is contained herein and additional submissions may be required per the specifications contained herein.

#### Proposal Delivery

Proposals should be sent to the FCPS Purchasing Department and must be received before the proposal due date and time specified in the solicitation.

- 1) Proposals may be submitted electronically, by mail, or hand-delivered to the LaFayette Educational Center, Building A, 205 LaFayette Avenue, Fayetteville, Georgia 30214, Attention: Purchasing Department.
- 2) No faxed or telephone proposals will be accepted or considered.
- 3) Proposals may be emailed to the designated representative if meeting the following guidelines:
  - a) Emailed proposals must be in a consistent, clear, and readable format and complete. (Adobe PDF format is preferred)
  - b) All proposal documents should be bound in one document. Multiple separate documents may result in evaluation score reductions.

#### Attachments

Any specification listed with “Must Include Attachment” should include a document within the proposal conforming to standards set forth.

- 1) All attachments must be clearly marked and labeled using the following format: Attachment #, Solicitation Reference, Proposer Name, Solicitation Title, and Number.

#### Proposal Format Requirements

- 1) The proposal should be typed and legible using a Sans based font in 12 point size or greater as well as formatted to comply with accessibility standards (see ADA and Section 508 compliance).
- 2) The solicitation document has been carefully organized. All sections, specifications/requirements, and appendices are numbered; therefore proposals should be organized in the same manner referencing the solicitation document when necessary.
- 3) Proposals must be submitted with the following sections clearly identified and delineated:
  - a) Letter of Interest
  - b) Technical Proposal
  - c) Qualifications and Experience
  - d) References
  - e) Price/Cost

- 4) Multiple Proposals from the Same Proposer
  - a) Proposers may submit more than one proposal when offering multiple alternatives.
  - b) Proposals must be separate and each should conform to all terms and conditions within the solicitation.
  - c) Proposals must be labeled separately so as to easily identify different proposals from the same proposer.

<h2>Scope of Work and Specifications</h2>
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### Background and Project Overview

The Career and Technical Education Program for Fayette County Public Schools includes an aviation careers pathway at Starr's Mill High School located in south Fayette County. The program includes a flight operations curriculum and is in its first year of operation. To enhance student experiences and create a realistic environment, the program is now in need of a full-motion aviation simulator.

### Design/Technical Requirements and Specifications

- 1) Solution must offer a full-motion, fully enclosed flight simulator designed to meet the specification for certification as an Advanced Aviation Training Device (AATD) as defined by the Federal Aviation Administration in [Advisory Circular AC No. 61-136](#).
- 2) Simulator Size Parameters:
  - a) Must fit in a room with a minimum 8 foot ceiling height
  - b) Simulator footprint must not exceed 16 feet by 16 feet
  - c) Simulator components must fit through a 36 inch wide door frame
- 3) Exterior of the simulator must be a cockpit enclosure properly painted and decaled.
- 4) Required Controls and Input Devices:
  - a) 2 x premium yoke linked with 2-axis control loading
  - b) 2 x rudder pedals linked with different brakes
  - c) 2 x magnetos and starter switch
  - d) Master battery and alternator switch
  - e) Two (2) fuel pump switch
  - f) Landing lights switch
  - g) Taxi lights switch
  - h) Navigation lights switch
  - i) Beacon switch
  - j) Strobe lights switch
  - k) Pilot heater switch
  - l) Avionics master switch
  - m) Landing gear switch and indicator LEDs
  - n) Elevator trim wheel
  - o) Wing flaps switch
  - p) Alternate static air switch
  - q) Parking brake switch
  - r) 2 x fuel selector valve
  - s) Pause, Analyze, and End flight buttons
  - t) Pilot and copilot side headphone and microphone jacks
  - u) Headset volume controls
  - v) Instructors console connection port - Type RJ45
  - w) USB port
  - x) Motion platform emergency stop button
  - y) Volume knob
- 5) Required Visual and Audio Systems

- a) Widescreen display oriented around pilot and copilot, providing external display
- b) Two (2) widescreen displays providing cockpit instrument panel display
- c) Audio system providing engine and environment sound
- 6) Required Cockpit Configuration:
  - a) Pilot and copilot seats with seat belt - adjustable
  - b) Instrument panel accent lighting under eyebrow
  - c) 110v 20amp power outlet
- 7) Preferred Hardware and Software Systems:
  - a) Flight recording, monitoring, debriefing station that records the cockpit environment and the exterior view/flight path of the aircraft to project onto an exterior monitor for demonstration
  - b) The ability to connect an IPAD or other device to the simulator for purposes of navigation
  - c) Navigational database access that provides real-world global information about airports, runways, enroute and terminal waypoints, VHF nav aids, airways, instrument approaches (including WAAS), departure procedures (SIDs), arrival procedures (STARs), and airspace frequencies.
  - d) Annual flight school course curriculum including access for a minimum of 50 students and written/lecture material for the instructor.

### Performance and Service Requirements

- 1) Delivery and installation of the simulator must be made no later than April 30, 2021.
- 2) Proposal must include a separate training and professional learning plan for the educator to properly use the system in the current curriculum setting. (Must Include Attachment)
- 3) Proposal must include a separate cost proposal in line item format detailing all associated costs including shipping, installation, and implementation.
- 4) Proposal must include a plan or process for offering support to reduce learning environment impact, preferably in less than 48 hours, should a malfunction or maintenance issue occur.
- 5) Proposal should include a maintenance and warranty package detailing length, warranty options, and maintenance program.

<b>Evaluation of Proposals</b>
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All proposals deemed responsive will be evaluated by a review committee composed of project administrators and end-users. Criterion based on qualifications and experience, submitted technical proposal, and price/cost will be used in the evaluation process.

### Evaluation Methodology

The committee will perform a complete evaluation and verification process on a rating system of required proposal components contained herein based on an “Excellent”, “Good”, “Fair”, or “Poor” rating.

- 1) Excellent ratings will be issued four (4) points.
- 2) Good ratings will be issued three (3) points.
- 3) Fair ratings will be issued two (2) points.
- 4) Poor ratings will be issued zero (0) points.

### Interviews and Presentations

Post-proposal interviews and presentations may be required, in person at the committee’s direction or desire.

- 1) Submission of a proposal does not guarantee an interview or presentation.
- 2) Selection for interviews and presentations is at the sole discretion of the evaluation committee.

### Contract Award and Negotiations

The evaluation committee will issue a recommendation to award following the outcome of its evaluation process.

- 1) The committee reserves the right to reject any or all bids.
- 2) A recommendation to award does not guarantee a contract. Final approval from the Superintendent and/or Board of Education may be required.
  - a) Following a recommendation to award, the Superintendent or their designee may engage in final negotiations with the selected proposer.

### **General Terms and Conditions**

The FCPS General Terms and Conditions are posted on the Purchasing Department website under the heading of [Vendor Terms, Conditions, and Forms](#) and attached to this solicitation. By submission of a proposal, the proposer acknowledges they have read and understood these General Terms and Conditions as well as any terms and conditions contained herein.

### **Special Terms and Conditions**

#### Contract Incorporation

This solicitation will be incorporated into any resulting contract.

- 1) When this solicitation and any resulting contract are in conflict, Fayette County Public Schools will determine the controlling method.
- 2) Only the Superintendent or his direct designee may sign or enter into a contract on behalf of Fayette County Public Schools.

#### Term

The proposal term will begin from the time of award through June 30, 2022, with an option to renew for four (4) additional terms.

- 1) Terms are defined as the fiscal year from July 1st to June 30th of each calendar year.

#### Substitutions and Alternates

Products similar to or other than specified may be acceptable if in compliance with all requirements of these specifications and are of the same or better quality.

- 1) The proposer must provide substantiation that proposed substitution or alternate does not violate any other manufacturer's patents, patents allowed or patents pending;
- 2) that the alternate proposed meets the same specifications contained herein.
  - a) The FCSD shall be the sole determiner of specification compliance and alternate acceptability.
- 3) No pre-proposal approval will be given for a proposed alternative.

#### Insurance Requirements

Proposers are required to submit a current and valid Certificate of Insurance (COI) per the General Terms and Conditions and any specification contained herein.

- 1) Should the proposer choose to utilize subcontractors for installation or other matters, the proposer must provide a valid COI for the subcontractor per the requirements of the General Terms and Conditions.

- 2) Before entering into any FCPS property, the proposer must provide a certificate of insurance detailing liability coverage to the Purchasing Department.

#### Delivery and Installation

The awarded proposer must deliver and install the aviation simulator to Starr's Mill High School no later than May 31, 2021.

<b>Required Forms and Submissions</b>
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#### Required Proposer Submissions

- 1) Product Data: Fayette County School District must receive all product data that pertains to solicitations work scope, this includes but is not limited to;
  - a) Specification Checklist (see below)
  - b) Product Certification: Submit manufacturer's certification that products and materials comply with the requirements of the specifications.
  - c) Submit manufacturer's catalog cuts, material safety data sheets (MSDS), brochures, specifications;
  - d) Preparation, maintenance, and installation instructions and recommendations;
  - e) Storage, handling requirements, and recommendations.
- 2) Warranties: Submit warranty documents according to specifications (if applicable).
  - a) Include any and all manufacturer's warranties for each item.
- 3) Cost Proposal: All proposers must include a separate cost proposal.
  - a) The cost proposal should be separated from the proposal as outlined in point 3 of [Proposal Format Requirements](#) above.
  - b) Pricing not entered in the cost proposal form will not be considered.
  - c) If pricing variations exist for different finishes/materials/options the proposer must include an attachment describing variations and associated costs.
  - d) Costs should be in line-item format detailing all costs applicable to the proposed solution and a grand total cost to execute the proposed solution fully.

#### Letters of Recommendation

The proposer must include a minimum of three (3) letters of recommendation dated within the previous two (2) calendar years.

- 1) Letters must be from clients/customers who have engaged the proposer in previous services and must include details such as a description/scope of work, timeline and budget parameters, and assessment of the proposer's ability to complete work/service as specified.
- 2) Each letter must contain contact information including organization/firm, contact name, telephone, and email.
- 3) Letters from organizations and projects similar to the scope and size of Fayette County School District are preferred.

#### Solicitation Response Form

Proposer must complete a Solicitation Response Form attached hereto and available online at the Purchasing Department website.

- 1) This form must be placed on top, or as the first page of your proposal.
- 2) Failure to attach could result in a reduction in score or a rejection of your proposal.

# Response Submission Form

*Place this form on top of your response.*

## Request for Proposals 21-013-054 : Aviation Simulator for Starr's Mill High School

Company Name:	
Point of Contact:	
Street Address:	
City:	
State:	
Zip Code:	
Telephone:	
Email:	
Website:	

### **Authority to Act**

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the products/services in accordance with the terms and conditions herein.

### **Terms, Conditions, and Specifications**

Through the submission of response and signature below, the respondent verifies that their solution complies fully, or complies with an exception, to all stated general and special terms, conditions, and specifications. See the FCSO General Terms and Conditions for further information and directions on notating exceptions to stated specifications.

### **Addenda**

Through the submission of response and signature below the respondent verifies that they have read and understood any addenda issued for this solicitation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_