

March 28, 2025

Request for Proposal

Supply /Install:
Fall Protection System

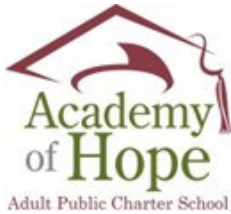


located at:

Ward 5:
2315 18th Place NE. Wash DC 20018

Proposal Due:
Wednesday, April 16, 2025 (5:00 PM)





PROJECT OVERVIEW

Academy of Hope Public Charter School (“AoH”) is seeking services to furnish and install OSHA compliant **FALL PROTECTION SYSTEM** at our Ward 5 location in Washington, DC which shall also include the design and installation of ladders, handholds, guardrails, skylight protections and other components as required.

KEY DATES AND NOTES

April 7 - 9, 2025:	Schedule Site Visit
April 11, 2025:	RFI Questions Due
April 16, 2025:	RFP Proposals Due

The full RFP can be requested by contacting:

Nadine Belizaire
Senior Project Manager
Fletcher Consulting
nadine@fletcherDC.com
703-662-4500

Proposals must be sent to Nadine Belizaire via email by Wednesday, April 16, 2025, by 5:00 PM.

Early submissions are accepted and encouraged.

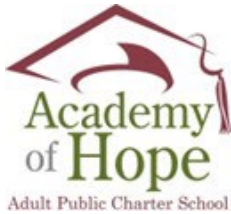
AoH reserves the right to waive irregularities and reject any proposals at any point during the selection process. This RFP is not, in any manner, to be considered an order for or an offer to purchase any or all the items set forth herein nor will AoH & Fletcher Consulting incur or be liable for any costs associated with the preparation of your proposal. We reserve the right to accept or reject any or all proposals at their sole discretion, to make awards in any way they deem to be in the best interest of AoH, and to add or delete any specified items before awarding a contract or contract.

PRE-PROPOSAL MEETING

A pre-proposal meeting will be held:

WHEN: (Email Nadine Belizaire at nadine@fletcherdc.com for the date)
WHERE: 2315 18th Place NE. Washington DC

Note: Vendors who wish to attend the meeting should notify Nadine Belizaire (nadine@fletcherdc.com) in advance and provide the name, title, and organization of expected attendees.



I. INTRODUCTION

Academy of Hope Adult Public Charter School is a 501(c)3 tax-exempt nonprofit and adult public charter school in Washington D.C., offering excellence in adult education since 1985. Our mission is to provide high quality education and services that change lives and improve our communities. At Academy of Hope, students become part of a learning community where everyone is valued, adds value and are both a teacher and a learner. Our curriculum is experiential and focuses on life skills, which means that students can immediately begin applying what they're learning to their own lives—and reap the benefits.

Academy of Hope's Core Values: CARES

Community- AoH fosters an atmosphere where individuals can be completely present as their authentic self. We seek to advance values, attitudes, and beliefs that promote caring for one another. We believe we are stronger together and that representation for the people we serve matters.

Acceptance- AoH respects the inherent dignity and worth of every individual. We remain open-minded as we acknowledge each individual's complex identities and our collective differences. To us, every person is worthy, and we expect teachers, staff, learners, and community members to come as their true selves.

Respect – At AoH, we believe that every human is deserving of respect and respect is an action. Respecting someone means engaging, learning, and trying to understand individuals' experiences. At Academy of Hope we are encouraging self-love and a deep understanding, appreciation, and regard for our communities.

Empowerment– AoH aims to purposefully recruit and engage community members who understand the power in every person. Our community is committed to actively listening and amplifying voices and lived experiences that are often unheard as a means to propel change.

Service- Our ultimate goal is to serve all learners responsibly. We strive to be good stewards of the trust learners place in us by consistently reviewing our practices, programs, and structures to ensure we are advancing learners' stated best interests.

II. SCOPE OF WORK

1. Responsibilities

- a) Provide labor and materials for the installation of fall protection systems in accordance with **Attachment B** as required for OSHA compliant engineered fall protection system to include ladder systems, vertical lifeline systems, roof fall protection, skylight screen and fall protection covers, and anchorage points.

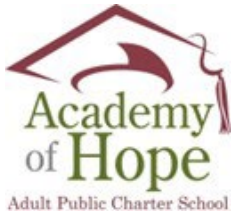
- b) Fall protection system to include ladder systems, vertical lifeline systems, roof fall protection, skylight screen and fall protection covers, and anchorage points.
- c) Installation of fall protection systems under the direct supervision of an OSHA qualified person.
- d) Provide training for AoH employees on fall protection system use and inspection upon completion of installation.
- e) All necessary equipment required to perform work, including personal protective equipment (fall protection), shall be provided by the contractor.
- f) All required permit and jurisdictional approvals and inspections shall be provided by the contractor

2. Safety Requirements:

- a) The Contractor shall be responsible for ensuring compliance with the most stringent provisions of the applicable statutes and regulations of the District of Columbia Occupational Safety and Health Act and all District safety policies. The Contractor shall flow down all these requirements to any subcontractor performing work under the contract.
- b) Upon failure of the contractor to comply with any of these requirements, AoH shall have the authority to stop all operations of the contractor affected by such failure until such failure is remedied. No part of the time lost due to any such stop orders shall be made subject to a claim or extension of time or an increase in compensation.
- c) All materials, equipment, and supplies provided must comply fully with all safety requirements as set forth by the District of Columbia Occupational Safety and all applicable OSHA standards.
- d) The contractor shall submit a copy of their written safety program to AoH for record purposes.
- e) The Contractor shall submit a project-specific safety plan that includes specific safety policies with which employees must be in compliance when working on AoH property. The safety plan shall identify the project safety team, their qualifications, duties, and city(s) of residence.
- f) The Contractor shall submit the most recent OSHA recordable incident rate, DART rate, and lost workday rate.

3. Work Plan:

- a) The tables provided in [Attachment A](#) provide a basic summary of the work to be performed.
- b) The successful bidder must submit a written work plan detailing a proposed schedule to complete the installation of fall protection systems.
- c) Coordination for designated staging areas may be made with advanced notice to the owner's representative.



- d) All personnel including contracted and sub-contracted employees must wear the appropriate PPE when hazards are present.

III. PROPOSAL FORMAT

The proposal shall be assembled as follows and contain the following information:

- a. Professional Qualifications
- b. Past Projects of Similar Scope
- c. Proposed Work Plan
- d. Fee Proposal (Reference [Attachment A](#) – Itemized Bid Form)

The following describes the elements that should be included in each of the proposal sections and the weighted point system that will be used for the evaluation of the proposals.

A. Professional Qualifications – 20 points

State the full name and address of your organization and, if applicable, the branch office or other subsidiary element that will perform, or assist in performing, the work hereunder. Indicate whether it operates as an individual, partnership, or corporation. If as a corporation, include whether it is licensed to operate in the District of Columbia.

Include the name of executive and professional personnel by skill and qualification that will be employed in the work. Indicate which of these individuals you consider key to the successful completion of the project. Identify only individuals who will do the work on this project by name and title. Resumes and qualifications are required for all proposed project personnel, including all subcontractors. Qualifications and capabilities of any subcontractors must also be included.

B. Past projects of Similar Scope – 30 points

The written proposal must include a list of specific experiences in the project area and indicate proven ability in implementing similar projects for the firm **and** the individuals to be involved in the project. A list of at least 4-5 client references must be provided for similar projects completed in the last 3 years. The list shall include the firm/agency name, address, telephone number, email, project title, and contact person.

C. Proposed Work Plan / Schedule – 30 points

Provide a detailed and comprehensive description of how the offeror intends to provide the services requested in this RFP. This description shall include but not be limited to: how the project(s) will be managed and scheduled, how and when data and materials will be delivered, communication and coordination, the working relationship between the offeror and AoH staff, and the company’s general philosophy in regards to providing the requested services.

Offerors shall be evaluated on the clarity, thoroughness, and content of their responses to the above items.

D. Itemized Bid Form - 20 points (See Attachment A)

Fee shall be submitted with the proposal as an attachment. In addition to the Bid Form, include title, hourly rates, overhead factors, and any other relevant details. The proposal should highlight key staff and positions that would likely be involved with the project.

IV. PROPOSAL EVALUATION

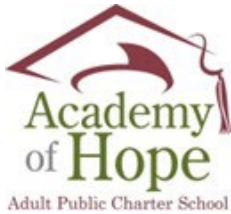
1. Each Proposal will be scored on a scale of zero (0) to one hundred twelve (100) points. Award Criteria listed below.
2. Each proposal should be submitted on the most favorable terms from a price, experience, and technical and schedule standpoint that the Bidder can submit to AoH.
3. Evaluation Criteria:

Evaluation Criteria	Scoring
Professional Qualifications	20
Past Projects of Similar Scope	30
Proposed Work Plan / Schedule	30
Itemized Bid (Price)	20
Total Points	100%

V. LATE PROPOSALS

In the event any Bid is received after the time specified for receipt, the Owner may determine, in its sole discretion, whether to consider the late bid.

VI. ORDER OF PRECEDENCE

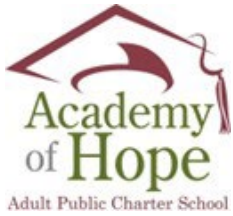


In the event of inconsistency between provisions of this solicitation, the inconsistency shall be resolved by giving precedence to the requirement that is most beneficial to AoH.

VII. INSURANCE REQUIREMENTS

AOH Insurance Requirements: Proof of Insurance (before work starts and at renewals):

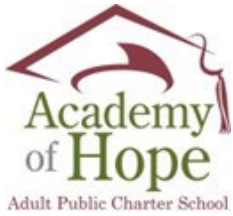
- Certificate of Insurance
- Additional Insured Endorsement
- Wavier of Subrogation Endorsement
- Coverage requirements:
 - General Liability \$1M. Umbrella/Excess \$1M. Total Liability Coverage: \$2M
 - For larger projects (e.g., \$3M), \$3M in total liability—this can be \$1M General + \$2M Umbrella or Excess.



ATTACHMENTS

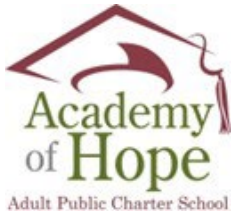
Attachment A – Itemized Bid Form

Attachment B – Academy of Hope Rooftop Safety Improvement Plan dated 3/14/25



Attachment A
ITEMIZED BID FORM

(Utilize the attached Excel Form)



Attachment B

ROOFTOP SAFETY IMPROVEMENT PLAN (dated 3/14/25)