

SAINT MARY CATHOLIC SCHOOL

110 ROBINWOOD DR. S.W.
FT. WALTON BEACH, FLORIDA 32548
(850) 243-8913 * FAX (850) 243-7895



Msgr. Doug Halsema, Pastor
Mr. Peter Rodgers, Principal

Request for Proposal

Project Title: Impact-Rated Windows Installation
Status: Open

Saint Mary Catholic School (SMCS), a non-profit organization located in Fort Walton Beach, FL, is accepting proposals for Impact-Rated Windows Installation until 3pm CDT October 24, 2025. Proposals received after the aforementioned date and time will be reviewed if time allows.

A site visit to support the proposal process will be held on Wednesday, October 15, 2025 3:30pm CDT at SMCS. Respondents to the Request for Proposal (RFP) are required to attend the site visit to take measurements and understand requirements prior to proposal submission. Please contact Cat O'Bannon at 850-243-8913 to discuss any conflicts with the scheduled site visit date/time.

This project will be funded in part or whole with federal funds and therefore will comply with Federal procurement standards outlined in 2 CFR 200.318 through 200.327, Appendix II to 2 CFR Part 200, and Florida Statutes Chapter 287 as applicable. SMCS will evaluate the proposals in accordance with the criteria set forth in the RFP. Award will be made on a best value basis; SMCS reserves the right to award the contract to other than the lowest-priced offeror. SMCS shall not be liable for any costs incurred by the contractor(s) in connection with its response to this RFP. SMCS reserves the right to reject all proposals, waive any formalities, solicit and re-advertise for new proposals, or abandon the project in its entirety.

Publication Date: October 6, 2025

Publication Information: Digital Newspapers Ad

Publication Closing Date: October 13, 2025

Site Name: Saint Mary Catholic School

Point of Contact: Peter Rodgers, SMCS Principal, and Cat O'Bannon, Accounting

Contact Email: principal@saintmaryschool.net, catharine.obannon@saintmaryschool.net

Contact Phone: 850-243-8913

Dedicated to Catholic values, Saint Mary Catholic School is a Christ-centered educational community committed to academic excellence, spiritual growth, individual responsibility, and service to others.

Proposal Guidelines & Requirements

- Any qualified, licensed, and insured contractor(s)/vendor(s) with relevant past performance/experience on projects such as listed below should submit proposals in response to this RFP.
- The companies may not be banned from receiving Federal funds. They must provide their active SAM.gov registration showing their qualified status or sign a debarment statement attesting to their qualified status.
- The contractor(s) will be responsible for coordination, submission, review, closeout, etc of applicable permits and inspections.
- The contractor will obtain a surety performance bond upon contract award.
- A detailed proposal must provide the following:
 - Proposals shall include the scope of the work detailed below. Include information to explain differences/deficiencies, as needed.
 - Proposals should be on company letterhead with company information, such as your name, contact information, proposal number, date, and be addressed to SMCS (SMCS name, address, and contact information).
 - Proposals must be signed and dated by a representative that is authorized to commit the company.
 - Proposals should be detailed and broken down to include description/brand/type/unit costs of materials proposed, technical data sheets for proposed windows and weather-resistant barriers, manufacturing lead time, cost of labor, total cost for each option, other as needed. Provide samples for evaluation/demonstration, if requested.
 - Proposals should not include any equipment disallowed under Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019.
- The proposal shall include separate costs for each of the following options.
 - Option 1. The North classroom building only (north-side windows) with (a) all fixed and (b) one opening window per classroom and remainder fixed.
 - Option 2. Both the North and South classroom buildings (north-side windows) with (a) all fixed and (b) one opening window per classroom and remainder fixed.
- A pre-proposal site visit will be held on Wednesday, October 15, 2025 3:30pm CDT. Companies/vendors are required to participate in the site visit to take measurements and clarify questions for the proposals.
- Proposals must be submitted before October 24, 2025 at 3pm CDT. If your proposal is selected, you will be notified by November 5, 2025. Proposals may be submitted in person (SMCS Main Office) or mail (110 Robinwood Dr DW, FWB FL 32548), or electronically (principal@saintmaryschool.net and catharine.obannon@saintmaryschool.net).
- Additional requirements for this federally funded project:
 - Comply with the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act Sections 70901-70927, Pub. L

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No. 117-58 (2021); and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers.

- o Applicable provisions outlined in Appendix II to 2 CFR Part 200 Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.

Determination Guidelines

SMCS will review and evaluate proposals based on factors including, but not limited to, the following:

1. Ability to meet schedule. On-site work will commence no sooner than June 1, 2026. Installation will be completed and issues resolved by June 30, 2026 (Option 1) or July 31, 2026 (Option 2) before students return to classes in August.
2. Technical approach to meet the requirements set forth in this RFP and quality of goods and services offered.
3. Cost.
4. Relevant past performance/experience and technical expertise/experience of the contractor(s) and staff.

Schedule is the most important factor, as work is to be completed while the students are out for summer break. Award shall be made on a best value basis; SMCS reserves the right to award the contract to other than the lowest-price offeror.

Timeline:

RFP Publication: October 6-13, 2025

Pre-Proposal Site Visit: October 15, 2025 3:30pm CDT

Last Date to Submit Proposals: October 24, 2025

Selection Notification: November 5, 2025

On-Site Work Start: No sooner than June 1, 2026

On-Site Work Completion: No later than June 30, 2026 (Option 1) or July 31, 2026 (Option 2)

Project Description/Scope

Replace existing classroom windows with impact-rated windows for enhanced security and safety as follows:

1. Project Description: Remove and properly dispose of existing windows and frames in the north-side windows of the North classroom building and optionally also the South classroom building. Furnish and install new impact-rated windows and frames in same building(s) using approved products. Prepare structure as needed for new installation. Note: Contractor can expect separate vendor on site to install four infill walls in North classroom building after old window removal and new window install in appropriate panels.
2. Requirements:
 - a. Supply and install Florida Building Code (FBC)-approved impact-rated windows, certified for Wind Zone Occupancy Category III, greater than 170 mph wind-borne debris region.
 - b. Windows shall be thermally broken storefront laminated glass with heavy-duty frames per manufacturer specifications.
 - c. Window openings may not be altered in size.
 - d. Replacement windows should match dimensions and resemble the appearance of the existing windows. Changes in the windowpane material cannot alter the overall look of the existing windows, including tint, form, muntin profiles, or number of divided lites.
 - e. Fixed windows with potential for one emergency egress window per classroom Options 1 (b) and 2 (b).
 - f. Windows shall meet FBC energy efficiency standards.
 - g. Ensure proper anchoring and installation methods using approved fasteners.
 - h. Apply appropriate flashing/sealant/weather-resistant barrier to prevent water intrusion.
 - i. Meet all applicable building, installation, and fire codes.
 - j. Secure all necessary permits and schedule required inspections.
3. Location: North-side of classrooms on both the North and South classroom buildings. Include costs for each option as follows.
 - a. Option 1: The North classroom building only (north-side windows).
 - b. Option 2: Both North and South classroom buildings (north-side windows)
4. Quantity: For both buildings, a total of 13 window panels (6-8 windows per panel) estimated for removal/install.
5. Estimated Cost Range: Single building \$120k-170k