



Dr. Dan A. Sims, Superintendent

**ACTION MEMORANDUM**

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**To:** Board of Public Education for Bibb County ("Board")  
Dr. Dan A. Sims, Superintendent

**From:** Sam Kitchens, Assistant Superintendent of Operations  
Dr. Elaine Wilson-Beverly, Executive Director of Procurement

**Subject:** RFP 26-017 General Contractor Services for Canopy Upgrades at  
Southfield Elementary, Ballard-Hudson Middle, and L.H. Williams  
Elementary Schools

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**Summary**

This memorandum requests approval for a firm to provide the general contractor services for the installation/extension of canopies at Southfield Elementary, Ballard-Hudson Middle, and L.H. Williams Elementary Schools.

**Background**

RFP 26-017 was released on September 24, 2025. A mandatory pre-proposal meeting was held at 4580 Cavalier Drive, Macon, GA 31220, on October 9, 2025, at 11:00 a.m. Seven (7) companies were present to receive all information pertaining to this project. Three (3) of those companies submitted proposals. The deadline for submitting proposals was October 23, 2025, at 10:00 a.m. The three (3) proposals were reviewed based on criteria set forth in the RFP. The results of the review is listed in Table 1 below.

**Recommendation**

It is recommended that the Bibb County Board of Education authorizes the Superintendent to enter into a contract and issue a purchase order in the amount of \$352,930.00 with Renfro Construction Company, LLC, Macon, GA to provide general contractor services for upgrades to canopies at Southfield Elementary, Ballard-Hudson Middle, and L.H. Williams Elementary Schools. The funds will be paid out of 2021 ESPLOST.

**Superintendent's Comments and Approval**

| Superintendent's Signature | Approved / Not Approved |
|----------------------------|-------------------------|
| Dr. Dan A. Sims            | Approved                |



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### **TABLE**

26-017 RFP General Contractor – Canopy Upgrades  
Scoring Summary

#### **Active Submissions**

|                                        | Total          | Bid Forms | Lump Sum<br>Pricing - Cost | Relevant<br>Experience and<br>Qualifications | Quality of<br>Project<br>Approach | Project Timeline | References<br>and Past<br>Performances |
|----------------------------------------|----------------|-----------|----------------------------|----------------------------------------------|-----------------------------------|------------------|----------------------------------------|
| Supplier                               | / 1,500.00 pts | Pass/Fail | / 500 pts                  | / 400 pts                                    | / 300 pts                         | / 200 pts        | / 100 pts                              |
| Renfro<br>Construction<br>Company, LLC | 1,480.00       | Pass      | 500                        | 396.67                                       | 300                               | 183.33           | 100                                    |
| ICB Construction<br>Group, Inc.        | 1,441.67       | Pass      | 441.67                     | 400                                          | 300                               | 200              | 100                                    |
| Sheridan<br>Construction               | 1,311.33       | Pass      | 311.33                     | 400                                          | 300                               | 200              | 100                                    |