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**WILLIAMSON COUNTY SCHOOLS
INVITATION TO BID
RFB #1202 Re-Roofing Project at Grassland Middle School**

Williamson County Schools (WCS), Owner, is currently accepting sealed bids for the Re-Roofing Project at Grassland Middle School. This bid opportunity is open only to roofing contractors that participated and were accepted in WCS RFQ #1055. An award notification for RFQ #1055 initially went to all participants in February 2017 stating that nine contractors were accepted for future bidding. In December 2017, an executive level decision was made by WCS to overrule the initial acceptance and expand the RFQ results to include all contractors that applied and complied with the Bid/RFQ requirements. Therefore, 12 roofing contractors are now approved and eligible to participate in WCS Roofing Bids. Pursuant to this decision, the roofing companies that are approved to submit bids with WCS - follow:

Collier Roofing, Dixie Roofing, Donelson Roofing, Don Kennedy Roofing, Eskola Roofing, Gunter Construction Roofing, Maxwell Roofing & Sheet Metal, RSS Roofing, Southern Roofing, Total Building Maintenance, Two Rivers Roofing and Village Roofing.

- This project consists of re-roofing at Grassland Middle School. Bids must be submitted in sealed envelopes mailed or hand delivered to WCS Central Offices, 1320 West Main Street, Suite 202, Franklin, Tennessee, 37064, Attn: Joan Breeding. Sealed bid envelopes will be received until **2:30 p.m. on Monday, March 30, 2020**, at which time the bids will be publicly opened. No bids will be accepted after this deadline and no faxed or emailed bids will be accepted. Any bids received after the deadline will be rejected. Once the sealed bid envelope is received at WCS offices, it will be stamped on the face of the envelope to authenticate the actual date and time it was received. Bidders must mark sealed bid envelopes “**WCS-RFB #1202 Re-Roofing Project at Grassland Middle School**”.

A pre-bid meeting will take place at Grassland Middle School on Thursday, March 12, 2020 at 10:00 a.m. Visitors must check in at the school office. Although the pre-bid meeting is not mandatory, it is highly encouraged as details of all the projects will be discussed.

Beginning on or around Thursday, March 5, 2020, Richard C. Rinks & Associates, Inc., 30 North Jefferson, Cookeville, TN (931) 528-5543 will have available to all qualified/accepted roofing contractors- project instructions, plans, specifications and requirements for a non-refundable fee of \$100.

Interested roofing contractors must **include inside** the sealed bid envelope the following list of completed documents:

- Signed and Completed Bid Form
- Signed and Completed Iran Divestment Act Certificate
- Certification of Compliance with Tennessee Licensing Law
- Drug Free Workplace Program Certification
- Criminal Background Check Affidavit
- Bid bond in the amount of 5% of the total bid. The bond is required as a guarantee that if the bid is accepted, a contract will be entered into. Refer to bid documents for complete bidding instructions.

The following information must be listed on the **outside** of the sealed bid envelopes:

- WCS RFB #1202 Re-roofing Project at Grassland Middle School
- Company Name & Address
- Date and Time of Bid Opening
- Tennessee Contractor License#, Classification, Expiration, Date and Limitations
- Any related Subcontractor's Name, License number, Classifications, Expiration Date & Limits (regardless of bid amount).

An apparent low Bidder(s) will be established from this formal bid process. Contracts for this project will be awarded to the lowest, best and most responsive bid(s) that meets or exceeds specifications. Richard C. Rinks & Associates will assist in the review, tabulation and will provide to WCS a written recommendation. Once the successful bidder(s) have been established through the competitive bid process and Rinks & Associates makes a formal recommendation to WCS, then the WCS Purchasing Manager will notify successful bidder(s) of our intent to proceed with documented award. Awarded bidder must provide to WCS the following items within fifteen (15) consecutive calendar days from the date of WCS award notice.

- Fully executed AIA contract (facilitated through Rinks & Associates)
- A Payment, Performance, Labor and Materials (PPLM) Bond in the amount of 100% of the contract sum, issued by a bonding company licensed to do business in the state of Tennessee and acceptable to the Owner. Bond is required of the successful bidder to guarantee faithful performance of work under the contract.
- In the event the successful Bidder to whom the contract is awarded fails to execute a satisfactory contract and PPLM bond and proof of insurance – then said bidder shall be eliminated and shall forfeit his 5% bid bond and be liable for any loss occasioned to the Owner because of such failure.
- Insurance: WCS must be named as an additional insured on contractor's policy as follows: Contractor will obtain and maintain insurance to protect the contractor and owner from claims which may arise out of or result from contractor's operations under the contract. Certificate of Liability with a minimum of \$2,000,000 listing WCS as additional insured must be provided.

Bidding Timeline:

- Advertised in the Tennessean.....Wednesday, March 4, 2020
- Documents available from Richard C. RinksThursday, March 5, 2020
- Pre-bid at Grassland Middle SchoolThursday, March 12, 2020 10:00 am
- Bid Opening at WCS Central Office.....Monday, March 30, 2020 2:30 pm
- Bid tabs released with intent to award..... approximately Tuesday, March 31, 2020
- Award PO released to winning bidderapproximately 10 consecutive calendar days after name of the apparent low bidder and bid tabulation is released.
- No bidder may withdraw his bid within 60 consecutive calendar days after the actual date of the public bid opening on Monday, March 30, 2020.
- Bidders are to include all sales and use tax, payroll tax, insurance, bonds, etc. as applicable by State of TN procurement laws.
- Nothing contained in the commissioned architect's/engineer's RFB documents or amendments thereto shall eliminate or reduce the requirements contained in the legal advertisement or this invitation to bid.

NOTE: All WCS bids are ultimately subject to funding. Furthermore, WCS reserves the right to waive any informality or to reject any or all bids that are not in the best interests of WCS.