

Purchasing Department  
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**RFB #1206**  
**INVITATION TO BID**  
**WILLIAMSON COUNTY SCHOOL**  
**Fairview High School Stormwater Improvements**

Williamson County Schools, (WCS) is currently accepting bids for drainage improvements at Fairview High School.

During the current Covid-19 Crisis WCS will be conducting bid openings using an electronic format. Bid submittals will be received from **11:00 a.m. until 3:00 p.m. on Wednesday, April 29, 2020**. Any bids received after the deadline will not be accepted. **Complete instructions for this electronic bid process are described on Section 3 of this document.**

**A pre-bid meeting will be conducted outdoors at Fairview High School, 2595 Fairview Blvd. W, Fairview, TN, 37062 on Tuesday, April 14, 2020 at 1:00 p.m.** Although attendance at the pre-bid meeting is not mandatory it is highly encouraged as important information concerning the bid project will be discussed. Social distancing will be practiced with 6' spacing between individuals.

Interested General Contractors **must include** with the electronic submittal the following list of completed documents:

- Contractor's Qualification Statement
- Signed & Completed Bid Form
- Certification of Compliance with Tennessee Licensing Law
- Certification of Compliance with the Iran Divestment Act
- Completed Drug Free Affidavit
- Completed Criminal Background Affidavit
- Non-Collusion Affidavit of Prime Contractor
- Certificate of Bidder regarding equal employment opportunity
- Bid Bond
- Critical Bidding Information

Copies of plans, specifications and bid book will be emailed to interested bidders. Contact Matt Campbell at Collier Engineering for details at 615-331-1441 (office), 615-406-5361 (mobile) or [matt.campbell@collierengineering.com](mailto:matt.campbell@collierengineering.com)

**\*\*PLEASE NOTE\*\***

**Because of the uncertainty of business/office closings, no hard copies will be distributed from Collier Engineering offices.**

All contractors must be licensed under the provisions of the current contractor's licensing Act of Tennessee and shall be thoroughly familiar with all the provisions of said act. All Bidders

must comply with Tennessee Code Annotated, Title 62, in particular Chapter 6, regarding preparation of the bid envelope. Each contractor shall submit his bid in accordance with the requirements of the licensing act; in particular giving his name address, license number, license expiration date, the part of the classification of the license applying to the bid and the license dollar limitation and shall mark the project bid for project name location of project and the date and time of the bid opening.

An apparent low Bidder will be established from this bid process. Contracts for this project will be awarded to the lowest, best and most responsive bid that reasonably meet specifications and qualifications. Immediately after the bid opening, WCS Purchasing will prepare a bid tabulation. The WCS Maintenance & Purchasing Department along with Matt Campbell of Collier Engineering will review the bid tabulations. Once the apparent low bidder has been established through the competitive bid process, Collier Engineering will provide to WCS a written (documented) recommendation of who the winning bid should be awarded to. WCS Purchasing will release the bid tabulations noting the apparent low bidder to all participants of the bid. Approximately ten (10) consecutive calendar days after the tabulations are released WCS will issue a fully funded award PO to the low bidder.

After the successful bidder has received the Award Notice / Purchase Order, said bidder must provide to WCS the following items within (15) consecutive calendar days from the date of WCS award notice:

- Fully executed Large Project Unit Price Construction Contract facilitated through Collier Engineering – Matt Campbell
- Awarded Bidder only shall provide a Payment, Performance, Labor and Materials (PPLM) Bond in the full amount of the PO 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 WCS will begin negotiations with the next best bidder.
- INSURANCE: WCS must be named as an additional insured on contractor's policy.
  - A. Contractor will obtain and maintain insurance to protect 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.

NOTE: ALL WCS RFB's are ultimately subject to funding. Furthermore, WCS reserves the right to waive any informality or to reject any bids that are not in the best interest of WCS.

**Bidding Timeline:**

- Advertised in the Tennessean.....Monday, April 6, 2020
- Documents available from Collier.....Monday, April 6, 2020
- Pre-bid at Fairview High School..... Tuesday, April 14, 1:00 p.m.
- RFB document submission period.....Wednesday, April 29, 2020  
beginning at 11:00 a.m. CDT and ending at 3:00 p.m. CDT
- RFB Opening at WCS Central Office.....Wednesday, April 29, 3:00 p.m.
- Bid tabs released with intent to award ..... approximately Friday, May 1, 2020
- Award PO released to winning bidder .....approximately 10 consecutive calendar days after the 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 Wednesday, April 29, 2020 at 3:00 p.m. CDT.
- 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 RFP documents or amendments thereto shall eliminate or reduce the requirements contained in the legal advertisement or this invitation to bid. NOTE: All WCS RFB's 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 interest of WCS.