

Purchasing Department
1320 West Main Street Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4010



**WILLIAMSON COUNTY SCHOOLS
INVITATION TO BID
RFB #1250 Classroom Addition Summit High School**

Williamson County Schools (WCS) is currently accepting sealed bids from licensed and qualified general contractors interested in bidding on the classroom addition at Summit High School. Bids must be submitted in a sealed envelope, mailed or hand delivered to WCS, Central Office, 1320 West Main Street, Suite 202, Franklin, TN 37064, Attn: Joan Breeding. **Sealed bid envelopes will be received until 2:30 p.m. on Thursday, September 9, 2021** at which time they will be publicly opened. Faxed or emailed bids will **not** be accepted. Any bids received after the specified opening time will not be accepted. In the event WCS must reschedule a bid opening date or time, the specifications obtained from the WCS Purchasing Dept. shall reflect the actual date and time. Once the sealed bid envelope is submitted to WCS, the Purchasing Department will stamp the face of the envelope to authenticate the actual date and time it is received. Bidders must mark sealed bid envelopes **“WCS-RFB #1250 Classroom Addition Summit High School”**.

A pre-bid meeting will be conducted onsite at Summit High School, 2830 Twin Lakes Drive, Spring Hill, TN 37174 on Wednesday, August 25, 2021 at 10:00 a.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. Attendees must check in at the school office.

Interested General Contractors must **include inside** the sealed bid envelope the following list of completed documents:

- Contractor’s Qualification Statement (AIA Form A305, 1986 Edition)
- Signed & Completed Bid form
- Certification of Compliance with Tennessee Licensing Law
- Certification of Compliance with the Iran Divestment Act
- 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 #1250 Classroom Addition Summit High School.
- Company Name & Address
- Date and Time of Bid opening,
- Tennessee Contractor License #, Expiration, Date & Limitations.
- Any related Subcontractor’s Name, Tennessee Contractor License #, Classification, Expiration, Date & License Limitations for: **PLUMBING, MECHANICAL, ELECTRICAL, MASONRY, & GRADING** (regardless of bid amount). **The grading subcontractor listed on the bid form must have a MU Classification.**

Plans, specifications and other documents shall be obtained by Prime Bidders only (a prime bidder is one who purchases plans) from the office of Johnson + Bailey Architects P.C., 100 East Vine Street, Suite 700, Murfreesboro, TN 37130, Attn: Jim Pettit, Project Architect, (615) 890-4560, email jpettit@jbarchitects.com. A deposit of four-hundred dollars (\$400.00), made payable to Johnson + Bailey Architects P.C., will be required for two (2) sets of contract documents. Checks will be refunded in full to any and all Prime Bidders who return contract documents to Johnson + Bailey Architects in good condition within ten (10) days after the

bid opening day. Individual drawings, specification sections, and/or complete sets of plans and specifications and other bid documents may be obtained by Material Suppliers, Subcontractors, and General Contractor from the following printing company: Prographics at 1811 Church Street, Nashville, TN, 37203, (615) 327 -0386.

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, Johnson + Bailey Architects will review the bid tabulation and will provide a written (documented) recommendation to WCS. WCS Purchasing will release the bid tabulations, noting the apparent low bidder to all participants of the bid with intent to award. 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, said bidder must provide to WCS the following items within (15) consecutive calendar days from the date of WCS award notice:

- Fully executed AIA contract (facilitated through Johnson + Bailey Architects P.C.)
- 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 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.
- Bidders are to include all sales and use tax, payroll tax, insurance, bonds, etc. as applicable by the State of Tennessee procurement laws. 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 interest of WCS. Nothing contained in the commissioned architect’s RFB documents or amendments thereto shall eliminate or reduce the requirements contained in the legal advertisement or this invitation to bid.

Bidding Timeline:

- Advertised in the Tennessean.....Wednesday, July 28, 2021
- Invitation to bid distributed to potential bidders.....Wednesday, July 28, 2021
- Documents available from J + B Architects.....Monday, August 9, 2021
- Pre-bid at Summit High School..... Wednesday, August 25, 2021 at 10:00 am
- Bid Opening at WCS Central Office.....Thursday, September 9, 2021 at 2:30 pm
- Bid tabs released with intent to award.....by/before Monday, September 13, 2021
- 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 Thursday, September 9, 2021.