

Purchasing Department  
West Main Street Suite 202  
Franklin, Tennessee 37064-3700  
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**WCS-RFB # 1305  
Independence High School Septic Project  
INVITATION TO BID**

Williamson County Schools (WCS) is currently accepting sealed bids for the Independence High School Septic Project. Sealed bids must be express mailed or hand delivered to Williamson County Schools Central Office, 1320 West Main Street, Suite 202, Franklin, TN 37064, Attn: Skip Decker.

Envelopes should be marked “RFB #1305 Independence High School Septic Project”. **Sealed bid envelopes will be received until 10:30 a.m. on Friday, February 24, 2023** 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 Department shall reflect the actual date and time. Once the sealed bid envelope is submitted to WCS the Purchasing Dept. will stamp the face of the envelope to authenticate the actual date and time it is received.

**A pre-bid meeting will be conducted on Monday, February 13, 2023 at 1:00 p.m.** The location of this meeting will be on site: Independence High School, 1776 Declaration Way, Thompsons Station, TN 37179. 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 should check in at the school office.

**INTERESTED CONTRACTORS MUST LIST THE FOLLOWING ITEMS ON THE OUTSIDE OF THE SEALED BID ENVELOPE.**

*Failure to list the items may result in disqualification.*

- **RFB #1305 Independence HS Septic Project**
- **Date & time of bid opening**
- **Contractor’s Name and Address**
- **Contractor’s License Number, Classification, Expiration date & limits**
- **Subcontractors Name and Address, TN Contractor License Number, Classification, Expiration date & limits**

## **THE FOLLOWING DOCUMENTS MUST BE INSIDE THE SEALED ENVELOPE**

**Note:** *Water Management prefers that the forms be completed and remain in the project manual for easy reference.*

- Completed signed and dated bid form. Only bids which are made out on the bid form Provided by Water Management Services will be accepted.
- TN Drug Free Workplace Affidavit (as required by TCA 50-9-113)
- Criminal background Compliance Affidavit (as required by TCA 49-5-413)
- Non-Collusion Affidavit.
- Certificate of Compliance with TN Licensing Law.
- Certificate of Compliance with the Iran Divestment Act.
- Illegal Immigrants Affidavit.
- Compliance with Non-boycott of Israel Certificate.
- Bid Bond in the amount of 5%.

Official RFB #1305 bid documents will be available electronically. Bidders must contact Steven Jones Project Engineer if a hard copy is desired. A non-refundable fee of one hundred dollars (\$100) made payable to Water Management Services, will be required for each set of printed contract documents. Only original numbered bid documents obtained for the engineer may be used in submission of a bid. Contact Steven Jones, with Water Management Services, LLC, 2 International Plaza, Suite 401 Nashville, TN 37217, (615) 366-6088.

Each bid shall be accompanied by a bid bond in an amount not less than five (5) percent of the Base Bid as a guarantee that the bidder will execute an agreement and file bonds and insurance certificates as required. Surety checks or cashier checks will not be accepted. No bid shall be withdrawn after the opening for a period of sixty (60) days.

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 meets specifications and qualifications. Shortly after the public bid opening, WCS Purchasing will prepare a bid tabulation. WCS Maintenance & Purchasing along with Water Management Services will review the bid tabulations. Water Management Services will assist in the tabulation and will provide to WCS a written (documented) recommendation of the winning bidder. WCS Purchasing will release the bid tabs noting the apparent low bidder to all participants. Approximately ten (10) consecutive calendar days after the tabs are released WCS will issue a fully funded award PO to the low bidder.

After the successful bidder has received the Award Notice / PO 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 Water Management Services)
- 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.
- INSURANCE: WCS must be named as an additional insured on contractor's policy. 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.

**Bidding Timeline:**

- Advertised in the Tennessean .....Friday, Jan. 27, 2023
- Documents available from Water Management.....Friday, Jan. 27, 2023
- Pre-bid at Independence HS ..... Monday, Feb. 13, 2023 at 1:00 pm
- Bid Opening Deadline .....Friday, February 24, 2023 at 10:30 am
- Bid tabs released w/intent to award approx.... Monday, Feb. 27, 2023 or soon after
- Award PO released to winning bidder .....approx 10 consecutive calendar days after bid tabulation is released.

NOTE: Bidders are to include all sales and use tax, payroll tax, insurance, bonds, etc. as applicable by State of TN procurement laws. In the event the successful bidder to whom the contract is awarded fails to execute a satisfactory contract, 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.

Nothing contained in the commissioned Engineers RFB documents or amendments thereto shall eliminate or reduce the requirements contained in the legal advertisement. 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.