

Purchasing Department  
1320 West Main Street Suite 202  
Franklin, Tennessee 37064-3700  
Phone (615) 472-4010  
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**WILLIAMSON COUNTY SCHOOLS  
INVITATION TO BID  
RFB #1307 Independence High School Roofing Project**

Williamson County Schools (WCS) owner is currently accepting sealed bids for a roofing project at Independence High School. This bid opportunity is only open to the roofing contractors that participated and were accepted in WCS-RFQ #1055 from December 2016. Therefore, the roofing contractors that are approved and eligible to participate in this roofing bid are listed below:

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

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: Skip Decker. Faxed or emailed bids will **not** be accepted. **Sealed bids will be received until 2:00 p.m. on Thursday, March 30, 2023** at which time they will be publicly opened. Any bid received after the specified opening time will **not** be accepted. In the event WCS must reschedule an RFB opening date or time, the specifications obtained from the 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.

**A pre-bid meeting will be conducted for this project at 10:00 am Tuesday, March 21, 2023.**

The meeting will be held at the school campus located at 1776 Declaration Way, Thompson Station, TN 37179. Visitors should check in at the school office.

Complete details along with bidding documents may be obtained by contacting Richard C. Rinks & Associates, Inc., 30 North Jefferson, Cookeville, TN (931) 528-5543 or [jason@rinks-consulting.com](mailto:jason@rinks-consulting.com). Plans, specifications, and other requirements will be available to all qualified roofing contractors. There will be no charge for electronic documents and hard copy documents will be a non-refundable fee of one hundred dollars \$100.00.

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

- 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 following information must be listed on the **outside** of the sealed bid envelope:

- WCS-RFB #1307 Independence HS Roofing Project.
- 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

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. Richard C. Rinks & Associates will assist in the review and tabulation and will provide to WCS a written documented recommendation. Once the successful bidder has been established through the competitive bid process 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 lowest bidder. When the PO is issued the awarded bidder will have (15) consecutive calendar days from the date of the PO to provide the following items:

- Fully executed contract (facilitated through Richard 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 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 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, March 8, 2023.
- Invitation to bid distributed to potential bidders.....Wednesday, March 8, 2023.
- Documents available from Rinks & Assoc.....Thursday, March 9, 2023
- Pre-bid at Independence High School.....Tuesday, March 21, 2023 at 10:00 am
- Bid Opening at WCS Central Office.....Thursday, March 30, 2023 at 2:00 pm
- Bid tabs released with intent to award .....approximately Monday, April 2, 2023
- Award PO released to winning bidder .....approximately 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, March 30, 2023.