

Purchasing Department
1320 West Main Street Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4010
Fax (615) 472-5609



**WILLIAMSON COUNTY SCHOOLS
INVITATION TO BID
RFB #1351 A thru I - WCS CONTINUING MAINTENANCE CONTRACTS**

Williamson County Schools (WCS), Owner, is currently accepting sealed bids from licensed and qualified contractors interested in bidding on District Continuing Maintenance Contracts in the areas listed below. Sealed bids must be mailed, or hand delivered to WCS Central Office, 1320 West Main Street, Suite 202, Franklin, TN 37064, Attn: Skip Decker. **Sealed bid envelopes will be received on Wednesday, September 18, 2024**

- **Bids A through E must be received by 10:30 a.m.**
- **Bids F through I must be received by 2:30 p.m.**

Bids will be publicly opened at these designated times listed above. 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, WCS will stamp the face of the envelope to authenticate the actual date and time it is received. Bidders must mark sealed bid envelopes “**RFB #1351 WCS Continuing Maintenance Contracts**”.

PRE-BID MEETING:

A pre-bid meeting will be conducted at the **WCS Maintenance Building** in the Professional Development Room, 1761 West Main Street Franklin, TN 37064. *Note this is a different location from the bid opening which will be held at the Central Office.* **The pre-bid meeting for all projects will be held at the same time 1:00 pm.** Although the pre-bid meeting is not mandatory it is highly encouraged as important information concerning the bid projects will be discussed.

Please note the pre-bid and bid opening times are as follows:

Project	Pre-Bid	Bid
• RFB #1351-A Masonry	8/28/24 @ 1:00 p.m.	9/18/24 @ 10:30 a.m.
• RFB #1351-B Flooring Carpet & Tile	8/28/24 @ 1:00 p.m.	9/18/24 @ 10:30 a.m.
• RFB #1351-C Concrete	8/28/24 @ 1:00 p.m.	9/18/24 @ 10:30 a.m.
• RFB #1351-D Door/Related Hardware	8/28/24 @ 1:00 p.m.	9/18/24 @ 10:30 a.m.
• RFB #1351-E Athletic Field/Lighting & Elect	8/28/24 @ 1:00 p.m.	9/18/24 @ 10:30 a.m.
• RFB #1351-F Fencing	8/28/24 @ 1:00 p.m.	9/18/24 @ 2:30 p.m.
• RFB #1351-G Mulch/Playground surface	8/28/24 @ 1:00 p.m.	9/18/24 @ 2:30 p.m.
• RFB #1351-H HVAC	8/28/24 @ 1:00 p.m.	9/18/24 @ 2:30 p.m.
• RFB #1351-I Toilet Partitions	8/28/24 @ 1:00 p.m.	9/18/24 @ 2:30 p.m.

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. Refer to bidding documents for complete bidding instructions.

The Outside of the Sealed Bid Envelope must contain the following information:

- RFB Number and Name of Project
- Company Name & Address
- Date and Time of Bid Opening
- Tennessee Contractors License #, Classification, Expiration Date & License Limitations.
- List of ALL Subcontractor's Names, Tennessee Contractor License #, Classifications, Expiration Date & License Limitations. (WCS requires the prime bidder to list on the outside of the sealed bid envelope, all subcontractors, along with the subcontractor's license #, expiration date and limits regardless of the bid amount that the subcontractor is contributing to the project. It is certainly acceptable for the Prime Bidder to self-perform and not use subcontractors, however IF there are no subcontractors indicated on the envelope --- then it is assumed that the prime bidder is self-performing ALL of the work.)

The Inside of the Sealed Bid Envelope must contain the following list of completed documents:

- Signed and completed Bid Form
- Drug Free Workplace Affidavit
- Criminal Background Check Affidavit
- Certificate of Compliance with Tennessee Licensing Law
- Certificate of Compliance with the Iran Divestment Act
- Non-Boycott of Israel Certification
- Utilization of bids by other Government Agencies

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 as determined by WCS and Johnson + Bailey Architects. Once the successful bidder has been established through the competitive bid process and Johnson + Bailey Architects makes a formal recommendation to WCS, then the WCS Purchasing Department will notify the said bidder of our intent to proceed with documented encumbered award. See timeline below:

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 AIA contract (facilitated through Johnson & Bailey Architects)
- Payment, Performance, Labor, and Materials (PPLM) Bond in the amount of \$50,000.00 issued by a bonding company licensed to do business in 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, 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. The contractor will obtain and maintain insurance to protect the contractor and owner from claims which may arise out of or result from the 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: 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 forfeit his award. WCS will begin negotiations with the next best bidder.

For questions concerning this bid document please contact the WCS Purchasing Department, 615-472-4010 or Keaton Pettit with Johnson & Bailey Architects 615-890-4560.

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

Bidding Timeline:

- **Advertised in the Tennessean.....Thursday, August 15, 2024**
- **Advertised in the Williamson Herald.....Wednesday, August 14, 2024**
- **Documents available from Johnson & Bailey Architects.....Friday, August 23, 2024**
- **Pre-Bid at the Maintenance Bldg.August 28, 2024 at 1:00 pm**
- **Bid Opening at WCS Central Office.....Wednesday, Sept. 18, 2024, at 10:30 am trades A thru E then 2:30 pm trades F thru I.**
- **Bid tabs released with intent to award.....approximately Thursday, Sept. 26, 2024**
- **Award announcement 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 Wednesday, Sept 18, 2024.**
- **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.**