

Purchasing Department  
1320 West Main Street Suite 202  
Franklin, Tennessee 37064-3700  
Phone (615) 472-4010  
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**RFB # 1392**  
**INVITATION TO BID**  
**WILLIAMSON COUNTY SCHOOLS**  
**Grassland Middle School Renovations**

Williamson County Schools (WCS) is currently accepting sealed bids from qualified contractors for renovations at Grassland Middle School. Bids should be submitted in a sealed bid envelope express mailed, or hand delivered to the WCS Central Office, 1320 West Main Street, Suite 202 Franklin TN 37064 Attn: Skip Decker. **Sealed bid envelopes will be received until 2:00 pm on Thursday, January 29, 2026** at which time they will be officially opened. Faxed or emailed bids will **not** be accepted. Any bids received after the deadline will **not** be accepted. After the bid is received the Purchasing Department will stamp the date and time on the envelope to ensure compliance.

A **pre-bid meeting** will be conducted at **1:30 p.m. on Friday, January 2, 2026 at the Grassland Middle School Campus**, 2390 Hillsboro Road, Franklin, TN 37069. Although the pre-bid is not mandatory for bid submission; it is highly encouraged as valuable information concerning the bid project will be discussed.

**The following information below must be listed on the outside of the Envelope**

- WCS-RFB #1392 Grassland Middle School Renovations
- Contractors' Name & Address
- Date and Time of Bid Opening
- Tennessee Contractor License #, Classification, Expiration Date & Limits
- List of Subcontractors Name and Address, Tennessee Contractor License #, Classification, Expiration, Date & Limits as required by Tennessee Board of Licensing

**The inside of the bid envelope must contain the following documents.**

- Contractor's Qualification Statement (AIA Form A305, 1986 Edition)
- Signed & Completed Bid Form provided by J&B Architects, only bids which are made out on the bid form provided by J & B will be accepted.
- Certification of Compliance with Tennessee Licensing Law
- Certification of Compliance with the Iran Divestment Act
- Non-boycott of Israel Certificate
- TN 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.

Plans, specifications and other contract documents shall be obtained by Prime Bidders only (a prime bidder is one who obtains plans) from the office of Johnson & Bailey Architects P.C. 100 East Vine Street, Suite 700, Murfreesboro, TN 37130, Attn: Keaton Pettit, Project Architect phone (615) 890-4560 or email [kpettit@barchitects.com](mailto:kpettit@barchitects.com). Digital files and plans will be provided to bidders; therefore, no plan deposit will be required.

Bidders shall be licensed contractors as required by applicable laws of the State of Tennessee under the current Contractor's Licensing Act of Tennessee and in addition be thoroughly familiar with all provisions of the current licensing act. All Bidders must comply with the 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.

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 all specifications and qualifications. After the bid opening, as rapidly as possible, WCS Purchasing will prepare a bid tabulation for this project. The WCS Maintenance & Purchasing Departments along with Keaton Pettit, J&B Architects will review the bid submissions. Once the apparent low bidder has been established through the competitive bid process, Johnson & Bailey will provide 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.

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 and Bailey Architects – Keaton Pettit).
- Awarded Bidder only shall provide a Payment, Performance, Labor, and Materials (PPLM) Bond in the entire amount of the project issued by a bonding company licensed to do business in the state of Tennessee and acceptable to the Owner.
- 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. 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 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.....Thurs. Dec. 18, 2025
- Advertised in the Williamson Herald.....Thurs. Dec. 18, 2025
- Documents available from J&B Architects.....Thurs. Dec. 18, 2025
- Pre-bid at Grassland Middle School..... Friday, January 2, 2026 at 1:30 pm
- RFB Opening.....Thursday, January 29, 2026 at 2:00 pm
- Bid tabs released with intent to award .....approximately 3-5 days after bid opening.
- Award PO released to winning bidder .....approximately 10 days after intent to award is released.
- No bidder may withdraw his bid within 60 consecutive calendar days after the actual date of the bid opening Thursday, January 29, 2026.
- Bidders are to include all sales and use tax, payroll tax, insurance, bonds, etc. as applicable by State of TN procurement laws.

**NOTE: IF THE WILLIAMSON COUNTY SCHOOL DISTRICT IS CLOSED DUE TO INCLEMENT WEATHER ON THE PRE-BID DATE OR THE BID OPENING DATE, THIS PROJECT WILL BE RESCHEDULED. POTENTIAL BIDDERS AND PLAN HOLDERS WILL BE NOTIFIED OF THE NEW TIMES AND DATES.**