

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



RFB # 1394
INVITATION TO BID
WILLIAMSON COUNTY SCHOOLS

HVAC Renovations at Independence HS, Page MS, Sunset Elem & Middle Schools

Williamson County Schools (WCS) is currently accepting sealed bids from qualified HVAC contractors for Replacements at Independence HS, Page MS, Sunset Elem & Middle Schools. 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 10:30 am on Friday, February 6, 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 **1:00 p.m. Tuesday, January 27, 2026** at the Sunset Elem & Middle School Campus, 100 Sunset Trail, Brentwood, TN 37027. Although the pre-bid is not mandatory for bid submission; it is highly encouraged as valuable information concerning the bid project will be discussed. (See notice of inclement weather)

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

- WCS-RFB #1394 HVAC Replacements at Independence HS, Page Middle, Sunset Elementary & Middle Schools
- 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 Entech Engineering 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 **Entech Engineering**, 2948 Sidco Drive, Nashville, TN 37204, Attn: Ben Hunter, Engineer 615-373-2640
Digital Plans will be provided at no charge.

Bidders shall be licensed HVAC 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 one low bidder, with the 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 Entech Engineering will review the bid submissions. Once the apparent low bidder has been established through the competitive bid process, Entech 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 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. Jan. 22, 2026
- Advertised in the Williamson Herald.....Thurs. Jan. 22, 2026
- Documents available from Entecharound Jan. 19, 2026
- Pre-bid at Sunset Elementary School..... Tues, January 27, 2026 at 1:00 pm
- RFB Opening.....Friday, February 6, 2026 at 10:00 am
- 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 Friday, February 6, 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.