

Purchasing Department
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Franklin, Tennessee 37064-3700
Phone (615) 472-4045
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WILLIAMSON COUNTY SCHOOLS
RFB #1405
Trinity Elementary School Restroom Alterations

INVITATION TO BID

Williamson County Schools (WCS) is currently accepting sealed bids from licensed and qualified general contractors interested in bidding on restroom alterations at Trinity Elementary School, located at 4410 Murfreesboro Road, Franklin, TN 37067. 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: Amanda Waycaster. **Sealed bid envelopes will be received until 10:30 a.m. on Thursday, April 30, 2026** at which time they will be officially 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 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. Bidders must mark sealed bid envelopes “**WCS RFB #1405 Trinity Elementary School Restroom Alterations**”.

A pre-bid meeting will be conducted onsite at Trinity Elementary School, 4410 Murfreesboro Road, Franklin, TN 37067, on Tuesday, April 14 at 1:30 p.m. 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 must check in at the school office.

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

- WCS RFB #1405 Trinity Elementary School Restroom Alterations
- Company Name & Address
- Date and Time of Bid opening,
- Tennessee Contractor License #, Expiration, Date & Limitations.
- Subcontractor’s Name, Tennessee Contractor License #, Classification, Expiration, Date & License Limitations

The following documents must be completed and included **inside** the sealed bid envelope:

- Contractor’s Qualification Statement (AIA Form A305, Latest Edition)
- Signed & Completed Bid form
- Certification of Compliance with Tennessee Licensing Law
- Certification of Compliance with the Iran Divestment Act
- Certificate of Non-Boycott of Israel
- Criminal Background Check Affidavit
- Drug Free Workplace Program Certification
- 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 documents shall be obtained by Prime Bidders only (a prime bidder is a General Contractor who intends to bid on the project and who purchases plans) from the office of Johnson & Bailey Architects P.C. 100 East Vine Street, Suite 700, Murfreesboro, TN 37130, Attn: Keaton Pettit, Project Architect, by phone (615) 890-4560 or email kpettit@jbarchitects.com. Digital files and plans will be provided to bidders; therefore, no plan deposit will be required. Documents will be available on April 13, 2026.

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. After the bid opening, WCS Purchasing will prepare a bid tabulation. The WCS Maintenance & Purchasing Departments along with Keaton Pettit, Johnson & Bailey Architects will review the bid tabulations. Once the apparent low bidder has been established through the competitive bid process, Johnson & Bailey Architects will provide WCS a written (documented) recommendation for the awarded bidder. WCS Purchasing will release the bid tabulations noting the apparent low bidder to all participants of the bid. Approximately ten (10) consecutive calendar days after the tabulations are released WCS will issue a fully funded award PO to the low bidder.

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:

- **AIA contract**, fully executed (facilitated through Keaton Pettit, Johnson & Bailey Architects P.C.)
- **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.
- **Certificate of Insurance.** WCS must be named as an additional insured on contractor's policy.
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.
- 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.

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.

Bidding Timeline:

- Advertised in the Tennessean.....Thursday, April 9, 2026
- Advertised in the Williamson HeraldThursday, April 9, 2026
- Documents available from J&B Architects.....Thursday, Monday, April 13, 2026
- Pre-bid at Trinity Elementary SchoolTuesday, April 14, 2026, at 1:30 p.m.
- Bid Opening at WCS Central OfficeThursday, April 30, 2026, at 10:30 am
- Bid tabs released with intent to award.....approximately Monday, May 4, 2026
- Award PO released 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 Thursday, April 30, 2026.
- 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.