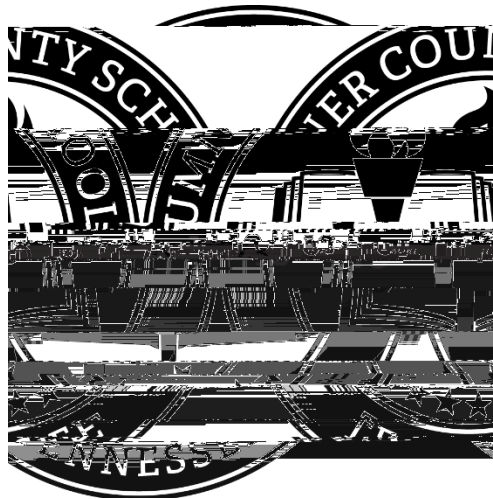


RFP Title: Indian Lake Elementary Exterior Gym/Pod Wall Project



Purchasing Staff Contact:

	Purchasing Coordinator
615-451-6560	615-451-6569
chris.harrison@ohm 8.23 13.0.0-1.eo	

Release Date: February 21, 2019	Proposal Due Date: March 12, 2019 @ 10:30 a.m. Local Time
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1. Introduction/Overview

1.1. Purpose

The Sumner County Board of Education (SCS) is requesting sealed proposals and labor to cover existing exterior walls

1.2. Contact Information

Unauthorized contact regarding this RFP by employees or officials of SCS other than the Purchasing Supervisor named below may result in disqualification from this procurement process.

Interested parties must direct all communication regarding this RFP to the Purchasing Supervisor who is SCS

2. Requirements

2.1. Scope of Work / Specifications

JOB SITE Indian Lake Elementary
505 Indian Lake Road
Hendersonville, TN 37075

Gym Roof Rectangle Walls

- Includes material and labor to cover existing exterior walls on two rectangular sections on the roof.
 - Approx. 153' x 65' rectangle with approx. 12' height walls
 - Approx. 65' x 47' rectangle with approx. 3' height walls

- Materials
 - Foundry brand vinyl split shake or equivalent product
 - Installed on one (1) 153' x 65' rectangle wall
 - Color to be selected from manufacturer's standard color choices
 - Vertical metal
 - PanelLoc Plus or equivalent product
 - 29 gauge
 - 36" wide, 9" rib on center, 3/4" rib
 - 1.0 mil thick paint system
 - Color to be selected from manufacturer's standard color choices
 - Installed on remaining three (3) rectangle walls

5. Instructions for Proposal

5.1. Required Forms

- Proposer must complete and submit the Attachments in Section A. Attachments may be omitted depending on the RFP requirements. Refer to the Table of Contents for omitted Attachments.
- Evidence of a valid State of Tennessee Business License and/or Sumner County Business License.

5.3. Acknowledgement of Insurance Requirements

By submitting a proposal, Proposer acknowledges that it has read and understands the insurance requirements for the proposal. The Proposer who may have employees, contractors, subcontractors or agents working on SCS properties shall carry current certificates for general and professional liability insurance and for workers' compensation as indicated below. The owner or Principal of each Proposer must also be insured by workers' compensation if they perform any of the services on SCS properties. There will be no exceptions to the insurance requirement. Proposer also understands that the evidence of required insurance must be submitted within fifteen (15) working days following notification of its offer being accepted; otherwise, SCS may rescind its acceptance of the Proposer's proposal.

- General Liability

General Aggregate	\$2,000,000
Each Occurrence	\$1,000,000

- Workers Compensation

Workers Compensation	Tennessee Statutory Limit
Employer's Liability	\$500,000

5.4. Clarification and Interpretation of RFP

The words "must" and "shall" in the RFP indicate mandatory requirements. Taking exception to any mandatory

5.7. Evaluation of Proposals

The SCS Purchasing Supervisor will first examine the proposals to reject those that are clearly responsive to the stated requirement

ATTACHMENT.16- Contact Information

Company Legal Name: _____

Company Official Address: _____

Company Web Site (URL): _____

Contact Person for project administration:

Name: _____

Address: _____

Phone Number: _____ (office)

_____ ob(ie)

Email Address: _____



Attn: Purchasing Supervisor
1500 Airport Road
Gallatin, TN 37066

ATTACHMENT 2 – Bid Form/Certification
2019031202-BOE Indian Lake Elementary Exterior Gym/Pod Wall Project

Date _____

I, _____, a duly authorized representative of

_____ hereby submit our bid for 20190312-

02-BOE Indian Lake Elementary Exterior Gym/Pod Wall Project in accordance with the specifications and instructions set forth in these bid documents.

Gym Roof Rectangle Walls	
Pod Wall Enclosure	
GRAND TOTAL	

Authorized Signature _____

Title _____

Printed Name _____

Vendor Legal Name _____

Address _____

()

()

ATTACHMENT 3 – References

Project Name/Location _____

Agency/Department: _____

Date of Project: _____ Dollar Value: _____

Project Manager/Contact: _____

Phone: _____ Email: _____

Project Name/Location _____

Agency/Department: _____

Date of Project: _____ Dollar Value: _____

Project Manager/Contact: _____

Phone: _____ Email: _____

Project Name/Location _____

Agency/Department: _____

Date of Project: _____ Dollar Value: _____

Project Manager/Contact: _____

Phone

ATTACHMENT 6.5 – Condition of Submitting Proposal

The undersigned Proposer has carefully examined all instructions, requirements, specifications, terms and conditions of the RFP and certifies:

-

ATTACHMENT 6.6- Statement of NonCollusion

The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other respondent, and that the contents of

taid p plu48.786 (s)2.7 (i)-9 (on)]TJ 0 Tc 03348 -1.2148.786 P <</MCID 1 >>BDC /TT0 1 Tf -344348 -1.2-1.1 >>BDC

ATTACHMENT 6.8 – Drug Free Workplace Affidavit

The Sumner County Board of Education is committed to maintaining a safe and productive work environment for its employees and to providing high quality service to its citizens. The goal of this policy is for Sumner County Education employees and contractors to remain, or become and remain, drug free. Abuse and dependency on alcohol and/or drugs can seriously affect the health of employees, contractors and citizens, jeopardize personal safety, impact the safety of others and impair job performance.

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with Sumner County Board of Education to provide goods or

ATTACHMENT 6.9W9

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

page 2

Check appropriate box for federal tax classification. Check only **one** of the following. See instructions on page 3.

Individual sole proprietor
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Exemption from FATCA reporting

OMB No. 1545-0047

ATTACHMENT 10 – Standard Terms & Conditions
SUMNER COUNTY BOARD OF EDUCATION (SCS)

1. PREPARATION AND SUBMISSION OF BID.

- a. Failure to examine any drawings, specifications, or instructions will be at the proposer's risk. Any deviation from the stated terms, conditions and specifications must be coordinated with and approved in writing by the SCS Purchasing Supervisor.
- b. RFP SUBMITTAL / SIGNATURE: Proposers shall give the full name and business address of the bidder. If the proposer is a corporation, the name shall be stated as it is in the corporate charter. Proposals shall be signed in ink by the proposer's authorized agent. Unsigned proposals will be rejected. Proposals are to be sealed and the outside of the envelope is to reference the RFP number. The person signing the proposal must show their title, and if requested by the institution, must furnish satisfactory proof of his or her authority to bind his or her company in contract. Proposer understands that by submitting a proposal with an authorized signature, it shall constitute an offer to SCS. Proposals must be typewritten or in ink; otherwise they may not be considered. Purchase orders will be issued to the firm name appearing on the W9. Electronic submissions via email, fax, etc. shall not be accepted.
- c. SCS is not responsible for any costs incurred by any vendor pursuant to the RFP. The vendor shall be responsible for costs incurred in connection with the preparation and submission of its proposal.
- d. All proposers must be in compliance with I.C.A. § 6-2-119 at the time of proposal submission and provide evidence of compliance with the applicable provisions of the chapter before such proposals be considered.
- e. Proposals are to be received in the location designated in the RFP later than the specified date and time. Late submissions will NOT be opened or considered.
- f. No erasures permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent to error and must be initialed in ink by person signing the proposal.
- g. Specifications: Reference to available specifications shall be sufficient to make the terms of the specifications binding on the proposer.

2. OPEN RECORDS. In order to comply with the provisions of the Tennessee Open Records Act, all bids will be publicly opened and are subject to public inspection after the award upon written request. Proposers must be present at ITB opening. Summary information will be posted the SCS website, www.sumnerschools.org under the Invitation to Bid link.

3.

