

Invitation to Bid

20150416-03 BLEACHER INSPECTION

Responses to an Invitation to Bid will be received by the Purchasing Supervisor, Sumner County Board of Education, 1500 Airport Road, Gallatin, TN 37066 for 20150416-03 BLEACHER INSPECTION until 10:00 a.m. CDT April 16, 2015. Bid responses will be opened at that time, taken under advisement and evaluated. Should you have any questions please contact Chris Harrison at chris.harrison@sumnerschools.org. All proposals are subject to the Board of Education's conditions and specifications which are available from Chris Harrison, Purchasing Coordinator (615) 451-6569. All bids can be viewed on line at www.sumnerschools.org.

NOTICE TO RESPONDENTS

Responses to an Invitation to Bid will be received by the Purchasing Supervisor in the SUPPORT SERVICE FACILITY CONFERENCE ROOM, Sumner County Board of Education, 1500 Airport Road Gallatin, TN 37066. They will be received until **10:00 A.M. Local Time APRIL 16, 2015** for **20150416-03 BLEACHER INSPECTION**, at which time the responses will be opened, taken under advisement and evaluated. **BIDS WILL BE POSTED ON www.sumnerschools.org**

GENERAL REQUIREMENTS AND CONDITIONS

1. The Sumner County Board of Education reserves the right to accept or reject any and/or all responses in whole or in part, and to waive informalities therein.
2. Any responses received after the scheduled closing time for the receipt for responses will not be considered.
3. If a mistake is discovered after the responses are received, only the Sumner County Board of Education may allow the respondent to withdraw the entire response.
4. Partial payments will not be approved unless justification for such payment can be shown. Terms will be net 30 days.
5. Payment will not be made until the said **20150416-03 BLEACHER INSPECTION** are inspected and approved as meeting all specifications by persons appointed by the Sumner County Board of Education.
6. Responses submitted must be in a sealed envelope and marked on the outside as follows:
RESPONSE: 20150416-03 BLEACHER INSPECTION
DEADLINE: 10:00 A.M.; APRIL 16, 2015
7. Facsimile responses will not be considered.
8. If a successful bidder violates any terms of their bid, the contract, school board policy or any law they may be disqualified from bidding for a period of two years for minor violations or longer for major violations. Bids from disqualified bidders will not be accepted during the period of disqualification.
9. Prices quoted on the response (if any) are to be considered firm and binding until the said **20150416-03 BLEACHER INSPECTION** are in the possession of the Sumner County Board of Education.
10. No purchase or contract is authorized or valid until the issuance of a Board Purchase Order in accordance with Board Policy. No Board Employee is authorized to purchase equipment, supplies or services prior to the issuance of such a Purchase Order.
11. Any deviation from these stated terms, specifications and conditions must be coordinated with and approved in writing by the Purchasing Supervisor, Vicky Currey (615) 451-6560.
12. All bids that exceed \$25,000 must have the Company Name, License Number, Expiration Date thereof and License Classification of Contractor listed on outside of sealed envelope. As required by State of Tennessee Code Annotated 62-6-119.
13. The awarded bidder will be required to post a performance and payment bond in the amount of 25% of the contract price if it exceeds \$100,000 as stated by State of Tennessee Code Annotated 12-4-201.
14. If the project cost in excess of \$25,000 a performance bond must be secured by the requesting party in an amount equal to the market improvement value.

20150416-03 BLEACHER INSPECTION

The Sumner County Board of Education, herein known as "School Systems", is accepting proposals for the inspection of inside bleachers.

SCOPE OF WORK

The School System desires a complete annual inspection of all folding retractable indoor bleacher assemblies and indoor stadium seating (grand stand seating). The entire project should be finished and 100% complete within a consecutive 90 calendar day timeframe which begins the day after the purchase order is awarded to the vendor. The inspections should include reviewing and examining all parts, nuts, bolts, safety equipment, motors and other items that make the assembly operate. The result of these inspections shall be a detailed and itemized report of each bleacher that lists any and all deficiencies in the safety and operation of the bleacher.

These inspections must be performed in accordance with the original bleacher manufacturer's specifications for inspection and are to be conducted only by personnel that have been deemed trained and qualified according to the original equipment manufacturer. The successful vendor shall produce as a part of the bid package documentation affirming qualification and/ or certification from the Hussey Seating Company, Irwin Telescopic Seating and Interkal as these are the leading manufacturers of bleachers in the US and represent the vast majority of equipment owned by the county. Certification from the Hussey Seating Company is required as a warranty stipulation by the manufacturer which requires inspection by Hussey certified personnel in order to maintain valid equipment warranty.

Awarded vendor shall coordinate all inspections for each site one week in advance with the School System Maintenance Department. At the completion of work at each site, the vendor shall also coordinate a joint inspection of all deficiencies with a designated representative of the maintenance department and be prepared to discuss any deficiencies noted in the inspection report.

In most instances the inspections may be performed during scheduled times that the gymnasiums are in use. It is important to note that in all situations safety precautions should be observed and no equipment operation take place that may endanger any athlete, participant or spectator using the facilities at the time. Vendors must provide a completed Tennessee Drug Free Workplace Affidavit (as required by TCA 50-9-113) along with a criminal background compliance affidavit (as required by TCA 49-5-413). Each bidder or respondent who may have employees, contractors, or agents working on School System properties shall provide copies of current certificates for general and professional liability insurance and for workers' compensation of a minimum of \$250,000. The owner or principal of each respondent must also be insured by workers' compensation if they perform any of the services on School System properties. There will be no exceptions to the insurance requirement.

The awarded vendor will take precautions to protect and preserve the gym (or other area) floors. If floors are damaged by the vendor, they will be responsible for the repair, refurbishing, replacement of other maintenance needed to return the floor to the original condition.

Submitted proposals are to be valid for a period of 60 days to allow for evaluation and award. Pricing shall remain in effect for a period of 12 months from the bid opening date. In addition, the School System reserves the right to extend this contract for up to three (3), one-year terms from the date of award. The School System will consider at 1.5% annual escalator in bid price. All extensions shall be approved thru the School System Board at its regular meeting. The School System reserves the right to cancel the contract, for any reason, with a written notice, 30 days prior to contract expiration.

SUMNER COUNTY BOARD OF EDUCATION

Purchasing Department
1500 Airport Road
Gallatin, TN 37066

COMPANY NAME _____

ADDRESS _____

TELEPHONE _____

EMAIL _____

AUTHORIZED COMPANY REPRESENTATIVE _____ *SIGNATURE*

AUTHORIZED COMPANY REPRESENTATIVE _____ *PRINTED*

DATE _____

BID TITLE **20150416-03 BLEACHER INSPECTION**

DEADLINE **10:00 A.M.; APRIL 16, 2015**

BID AMOUNT \$ _____ **TOTAL** (All Locations)

BID GOOD THRU _____

NOTES: _____

DRUG-FREE WORKPLACE

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 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.

Drug-Free Workplace Act of 1988 – Sumner County Board of Education is governed by the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D).

Omnibus Transportation Employee Testing Act of 1991 – Sumner County Board of Education is governed by the Omnibus Transportation Employee Testing Act of 1991 (Pub. L. 102-143, Title V).

Right to an Alcohol and Drug-Free Workplace - Employees have the right to work in an alcohol and drug-free environment and to work with persons free from the effects of alcohol and/or drugs.

Required Alcohol and Drug Tests - Alcohol and drug testing for safety sensitive employees shall be in accordance with the provisions contained in the Sumner County Alcohol and Drug Policy adopted by departments which have safety sensitive positions.

Contracts – Any contractors providing goods or services to Sumner County Board of Education must comply with all State and Federal drug free workplace laws, rules and regulations and so certify this compliance by completion of the DRUG-FREE WORKPLACE AFFIDAVIT (attached page 2).

DRUG-FREE WORKPLACE AFFIDAVIT (page 2)

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 services, hereby states under _____ oath _____ as _____ follows:

1. The undersigned is a principal officer of _____ (hereinafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit because it shall be receiving pay pursuant to a contract with the state or any local government to provide goods or services.
3. The Company is in compliance with all State and Federal Laws, Rules and Regulations requiring a drug-free workplace program.

Further affiant saith not.

Principal Officer: _____

STATE OF _____

COUNTY OF _____

Before me personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence) and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20____.

Notary Public

My commission expires: _____

Facility Type / Building Name	Address	CITY	ZIP
Administration and Maintenance			
Administration Building	695 East Main St	Gallatin	37066
Elementary Schools			
Benny Bills Elem.	1030 Union School Rd	Gallatin	37066
H.B. Williams Elem.	115 South Palmer Chapel Rd	White House	37188
Jack Anderson Elem.	250 Shute Ln	Hendersonville	37075
Madison Creek Elem.	1040 Madison Creek Rd	Goodlettsville	37072
Portland Gateview Elem.	1098 Gateview Dr	Portland	37148
Station Camp Elem.	1020 Bison Tr	Gallatin	37066
Vena Stuart Elem.	780 Hart St	Gallatin	37066
Westmoreland Elem.	4178 Hawkins Dr	Westmoreland	37186
Middle Schools			
Ellis Middle	100 Indian Lake Rd	Hendersonville	37075
Hawkins Middle	487A Walton Ferry Rd	Hendersonville	37075
Knox Doss Middle @ Drakes Creek	1338 Drakes Creek Rd	Hendersonville	37075
Portland East Middle	604 South Broadway	Portland	37148
Portland West Middle	110 Nolan Private Dr	Portland	37148
Rucker Stewart Middle	350 Hancock St	Gallatin	37066
Shafer Middle	240 Albert Gallatin Rd	Gallatin	37066
Station Camp Middle	281 Big Station Camp Blvd	Gallatin	37066
T.W. Hunter Middle	2101 New Hope Rd	Hendersonville	37075
Westmoreland Middle	4128 Hawkins Dr	Westmoreland	37186
White House Middle	2020 Highway 31W	White House	37188
High Schools			
Beech High	3126 Long Hollow Pike	Hendersonville	37075
Beech High Annex	3126 Long Hollow Pike	Hendersonville	37075
Gallatin High	700 Dan Herron Dr	Gallatin	37066
Hendersonville High	123 Cherokee Rd	Hendersonville	37075
Portland High	600 College St	Portland	37148
Station Camp High	1040 Bison Tr	Gallatin	37066
Westmoreland High	4300 Hawkins Dr	Westmoreland	37186
White House High	508 Tyree Springs Rd	White House	37188
White House High Annex	508 Tyree Springs Rd	White House	37188
Specialty Schools			
Merrol Hyde Magnet	128 Township Dr	Hendersonville	37075