

Invitation to Bid

20150416 CANOPY

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 CANOPY until 9:00 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-Purchasing Coordinator at [chris.harrison@sumnerschools.org](mailto: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](http://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 **9:00 A.M. Local Time APRIL 16, 2015** for **20150416 CANOPY**, at which time the responses will be opened, taken under advisement and evaluated. **BIDS WILL BE POSTED ON [www.sumnerschools.org](http://www.sumnerschools.org)**

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### 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 CANOPY** 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 CANOPY**  
**DEADLINE: 9:00 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 CANOPY** 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 CANOPY

The Sumner County Board of Education, herein known as "School System", is soliciting bids to secure pricing for the installation of aluminum canopies. The School System operates under the non-appropriation of funds clause.

The purpose of this bid is to secure pricing, per square foot for the installation of aluminum canopies. The vendor must submit a bid based off installation following the parameters listed below:

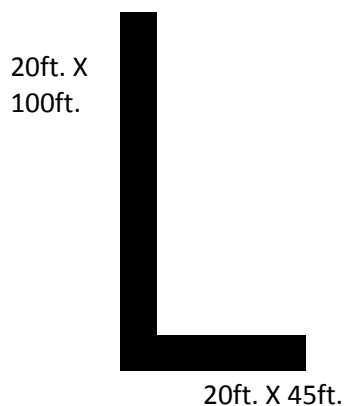
### BASE BID

- Install straight line (no turns) canopy consisting of bronze aluminum .032 flat pans and aluminum beam with bronze trim.
  - Includes .110" bronze aluminum posts (3" x 3")
  - Posts to be core-drilled thru existing sidewalks as needed for installation, 24" below grade with 6" perpendicular threaded rods (4" O/C) mounted in concrete below ground using 3000 psi concrete, mechanically vibrated for proper compaction. Posts will be saddle routed to accommodate placement of beam.
  - Includes Maxi-gutter and external downspout system
  - Includes Drill-Tek fasteners, individually sealed with NPC900 Solar Seal adhesive sealant
  - Seal both sides of beam and Maxi-gutter to pans using NPC900 Solar Seal sealant.

### ALTERNATE PRICING:

The vendor must submit pricing for canopies with construction such as L-shape and Hexagonal; Step Downs; and Radius. The price per square foot will be added to the base bid price for a total cost per square foot.

Example: See below for measurements. Price as L-shape only. This will be used for informational purposes only.



The vendor must submit separate pricing for different color canopies, such as white, green, etc. The price will be in addition to the base bid price.

The vendor will provide the School System with a one year warranty. Coverage must warranty against defects in material, fabrication and installation. Coverage will begin from date of completion.

The vendor must adhere to design guidelines. A scale model of the canopy is available for review. The scale model indicates all the design features for construction. The model is available for review at:

Sumner County Board of Education  
Support Services Facility  
1500 Airport Road  
Gallatin, TN 37066

The bid must be valid for a period of six (6) months beginning from the date of bid opening. Purchase order issued on or before October 16, 2015 shall be honored at the bid price. The School System shall allow the vendor to submit a price increase of up to five percent (5%) due to cost increase in materials. The price increase must be approved by the School System in writing.

**Contractor Obligations:**

- Shall provide and obtain all necessary materials, equipment and labor.
- Shall provide and obtain all necessary permits with Local, County, etc. agencies as required by law.
- Shall schedule all necessary inspections with Local, County, etc. agencies as required by law.
- Shall strictly adhere to engineered drawings. The School System reserves the right to withhold partial or all payment until the work is completed to the specifications and satisfaction of the School System. Any work not completed to specifications will be the Contractor's sole responsibility and expense to redo.
- Shall provide Worker's Compensation Insurance as required by Tennessee State Law. The Contractor shall prove compliance with Public Chapter No. 587, T.C.A. 49-5-413(d), criminal background check, and provide a Drug Free Workplace Affidavit.
- Shall dispose of all generated waste materials in compliance with all Local, State and Federal guidelines, regulations, and requirements.
- Shall have properly trained and experienced staff to facilitate the specified services.
- Qualifications: minimum five years of experience; provide a minimum of three (3) local references including name & telephone number.

**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 CANOPY**

DEADLINE **9:00 A.M., APRIL 16, 2015**

BID AMOUNT \$ \_\_\_\_\_ per square ft. BASE BID

ALTERNATE PRICING \$ \_\_\_\_\_ per square ft. (L-shape & Hexagonal)

\$ \_\_\_\_\_ per square ft. (Step Downs)

\$ \_\_\_\_\_ per square ft. (Radius)

*\*Additional cost. Will be added to BASE BID price for cost per square ft.*

\$ \_\_\_\_\_ per square ft. (Alternate Color)

*\*Additional cost. Will be added to BASE BID price for cost per square ft.*

EXAMPLE BID PRICE \$ \_\_\_\_\_

*\*For informational purposes only.*

BID GOOD THRU October 16, 2015

*\*Any restrictions in pricing must be noted on a separate page.*