

## Invitation to Bid

### 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 CANOPY until 9:00 a.m. CDT Tuesday, April 29, 2014. Bid responses will be opened at that time, taken under advisement and evaluated. Should you have any questions please call Chris Harrison, Purchasing Department at (615) 451-5255. All proposals are subject to the Board of Education's conditions and specifications which are available from Vicky Currey, Purchasing Supervisor (615) 451-6560. All bids can be viewed on line at [www.sumnerschools.org](http://www.sumnerschools.org).

# CANOPY

The Sumner County Board of Education, herein known as “School System”, is soliciting bids for the installation of commercial grade aluminum canopy at Indian Lake Elementary, H.B. Williams Elementary, and Portland East Middle. The School System operates under the non-appropriation of funds clause. The School System reserves the right to only award those projects for which funds are available.

## **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.
- Certification: a letter of compliance certifying the proposed canopy meets all applicable loading (wind, rain live load, dead load, snow load) in accordance with IBC 2006 and ASCE 7-05.
- Qualifications: minimum five year’s experience; provide a minimum of three (3) local references including name & telephone number.

## **Specific Information:**

The School System is looking for a complete canopy system. Dimensional and material data is broke down into the following projects by location. Bidder must include job-site cleanup with proper disposal of debris.

### **Indian Lake Elementary 505 Indian Lake Road Hendersonville, TN 37075**

- Install canopy approx. 10' wide x 253' projection consisting of bronze aluminum .032 flat pans and aluminum beam with bronze trim. Includes removal of front drop-off area W-pan canopy (approx. 10' x 20'). New installation includes attaching to remaining, existing canopies.
  - 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.

### **H.B. Williams Elementary 115 S Palmers Chapel Road White House, TN 37188**

- Install canopy approx. 7' wide x 27' projection consisting of bronze aluminum .032 flat pans, 2" x 7" self-mating aluminum beam with bronze trim.
  - Includes .125" aluminum posts (4" x 4")
    - 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.

**Portland East Middle – Football Field Press box**  
**604 South Broadway**  
**Portland, TN 37148**

- Install white flat pan aluminum canopy above door on second story deck of press box. Includes white aluminum header, white aluminum beam with white fascia and gutter. Canopy attaches to building above door with a projection of approx. 6' x 10' wide with support posts mounted on existing deck. Includes fasteners sealed with NPC900 Solar Seal adhesive sealant.

**NOTE:** Bid prices are final. The School System will not accept any change orders after the project is awarded.

The successful bidder 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.

All prospective bidders 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

**BID SHEET**  
**ALUMINUM WALKWAY CANOPY**

**Indian Lake Elementary** \_\_\_\_\_

**H.B. Williams Elementary** \_\_\_\_\_

**Portland East Middle** \_\_\_\_\_  
-Football Field Press box

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Company Representative                      Date

\_\_\_\_\_  
Printed Name

## 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 TUESDAY, APRIL 29, 2014** for **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 **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: CANOPY**  
**DEADLINE: 9:00 A.M., TUESDAY, APRIL 29, 2014**
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 **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.



# ***Sumner County Board of Education***

**Del R. Phillips III, Ph.D.**

**Director of Schools**

**695 East Main Street Gallatin, TN 37066-2472**

**Phone: (615) 451-5200 Fax: (615) 451-5216**

## **CANOPY**

The Sumner County Board of Education, herein known as “School System”, has re-advertised the bid for the installation of a canopy at Indian Lake Elementary, H. B. Williams Elementary, and Portland East Middle. The School System failed to receive any responses by the deadline. Due to lack of response, the School System has decided to extend the bid opening date. The new sealed bid opening date is as follows:

### **BID DEADLINE**

**May 14, 2014 @ 10:00 a.m.**

Any questions concerning this bid can be directed to Chris Harrison – Purchasing Coordinator at [chris.harrison@sumnerschools.org](mailto:chris.harrison@sumnerschools.org).

*Board of Education Members*

*Janet Arnold - Tim Brewer - David A. Brown - Beth Cox - Andy Daniels - Will A. Duncan - Dr. Nancy Glover - Glen Gregory - Don Long - Vanessa Silkwood - Ted Wise*