

## **Invitation to Bid**

**Sumner County, TN**

### **Pavement Rehabilitation Projects**

Sumner County Government is hereby requesting proposals for pavement rehabilitation projects. Sealed Bids will be received by the **SUMNER COUNTY BOARD OF EDUCATION**, at their offices in 1500 Airport Road Gallatin, TN 37066, until **10:00 A.M., Thursday, October 29, 2015** and opened publicly at said office. The sealed bid must be labeled "PAVING REHABILITATION PROJECTS". The reading of the bids will begin at 10:00 A.M. CST.

Sumner County is requesting proposals for the following locations:

- 1) Sealing and striping of parking lot at the Sumner County Library in Gallatin, 123 East Main Street, Gallatin, Tennessee 37066
- 2) Sealing and striping of parking lot at the Sumner County Library in Hendersonville, 140 Saundersville Road, Hendersonville, TN 37075.
- 3) Paving and striping of parking lot and adjacent area at the Hendersonville Clerk's Office, 114 Dunn St, Hendersonville, TN 37075.

Sumner County reserves the right to award each proposal individually. Should you have any questions, please contact Kim Ark, (615) 442-1163 or [kark@sumnertn.org](mailto:kark@sumnertn.org). The bid specifications can be viewed on the County's website under the Bid Notices Tab. <http://www.sumnertn.org/> and the School System's website under Invitation to Bid, [www.sumnerschools.org](http://www.sumnerschools.org).

The **SUMNER COUNTY GOVERNMENT** hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation, and will not be discriminated against on the grounds of age, race, color, religion, national origin, sex or disability in consideration for an award. The County encourages female and minority contractors to apply.

The **SUMNER COUNTY GOVERNMENT** is an equal opportunity affirmative action employer, drug-free with policies of non-discrimination on the basis of race, sex, religion, color, national or ethnic origin, age, disability or military service. Telephone 615-452-3604.

**THE RIGHT TO REJECT ANY AND ALL BIDS OR TO WAIVE ANY INFORMALITIES IN THE BIDDING IS RESERVED**

## 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 OCTOBER 29, 2015** for **PAVEMENT REHABILITATION PROJECTS**, 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 **PAVEMENT REHABILITATION PROJECTS** 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: PAVEMENT REHABILITATION PROJECTS**  
**DEADLINE: OCTOBER 29, 2015 @ 10:00 A.M.**
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 **PAVEMENT REHABILITATION PROJECTS** 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.

# PROPOSAL REQUEST

**Sumner County Library at Gallatin  
Sumner County Library at Hendersonville  
Sumner County Clerk's Office Hendersonville**

## **Pavement Rehabilitation Projects**



**SUMNER COUNTY GOVERNMENT  
SUMNER COUNTY, TENNESSEE**

**Advertisement Date: October 11, 2015  
Deadline: October 29, 2015 at 10:00 am**

## Introduction

Sumner County Government is hereby requesting a proposal for pavement rehabilitation projects. Sumner County is requesting proposals for the following locations:

- 1) Coal Tar Pitch Emulsion Pavement Sealant and striping of parking lot at the Sumner County Library in Gallatin, 123 East Main Street, Gallatin, Tennessee 37066
- 2) Coal Tar Pitch Emulsion Pavement Sealant and striping of parking lot at the Sumner County Library in Hendersonville, 140 Saundersville Road, Hendersonville, TN 37075.
- 3) Paving and striping of a parking lot and adjacent area at the Hendersonville Clerk's Office, 114 Dunn St, Hendersonville, TN 37075.

Sumner County reserves the right to award each proposal individually.

## General Information

### **I. Proposal Package**

All sealed proposal packages must include all of the following. Any sealed proposals shall be rejected as a non-conforming bid if any applicable item is missing.

- Three (3) complete copies of proposal
- Evidence of a valid State of Tennessee Business License and/or Sumner County Business License is required to be eligible to bid
- A valid Tennessee Certificate of Registration
- You must be licensed in your respective field at the time you bid and evidence of such compliance must be included in the bid or it may be rejected
- Evidence of compliance with the Sumner County Government's Insurance Requirements, if work is performed on Sumner County Property
- Signed and completed Statement of Non-Collusion (Attachment 1)
- Properly completed Internal Revenue Service Form W-9
- Evidence of a company's safety program and, if supported, a drug testing program (Attachment 2) Drug-Free Workplace Affidavit
- If bid is in excess of \$25,000, a certification of non-debarment must be completed (Attachment 3) Certification Regarding Debarment, Suspension, and Other Responsibility Matters
- Certification By Contractor (Attachment 4)

The license requirements stated above applies to **every** requested project and to **all** bid responders, and shall include the following information on the outside of the bid envelope.

- 1) Name of company and principal owner, business license number, expiration date, and license classification
- 2) In addition to item (1) the same is applicable to masonry contractors if the work performed > \$100,000.00
- 3) In addition to item (1) the same is applicable to HVAC, electrical, plumbing, or A/C contractors if the work performed > \$25,000.00
- 4) In addition to item (1) the same is applicable plus the department of environment and conservation license number and classification, applicable to geothermal contractors if the work performed is > \$25,000.00

- 5) If the prime contractor performs the masonry portion of the project, or any of the above listed contractor skill sets, and the work performed > \$100,000.00, it must be so designated
- 6) Only one (1) contractor in each classification listed shall be written on the bid envelope

## **NEW VENDORS**

1. To comply with Internal Revenue Service requirements, all vendors who perform any type of service are required to have a current IRS Form W-9 on file with the Sumner County Finance Department. At the time of requisition, the individual requesting a purchase order or disbursement will be informed if it is a new vendor and if a form W-9 is required. If form W-9 is required for a new vendor, the elected official or department head shall forward a completed form W -9 to the finance department. It can be obtained from the finance department, Sumner County's web site, or the Internal Revenue Service's website at [www.irs.gov](http://www.irs.gov).
2. To comply with the **Tennessee Lawful Employment Act**, non-employees (individuals hired as independent contractors) must have on file any two (2) of the following documents.

- Valid Tennessee driver license or photo ID issued by department of safety
- Valid out-of-state driver license
- U.S. birth certificate
- Valid U.S. passport
- U.S. certificate of birth abroad
- Report of birth abroad of a U.S. citizen
- Certificate of citizenship
- Certificate of naturalization
- U.S. citizen identification card
- Valid alien registration documentation or proof of current immigration registration

In addition, for all vendors with annual purchases in excess of \$50,000 (if a business license is required), a business license must be on file in the finance department, or the requisitioner must submit a copy with the purchase order requisition form or the payment requisition form, as applicable.

## **II. Responses**

- Proposal must include point-by-point responses to the RFP.
- Proposal must include a list of any exceptions to the requirements.
- Proposal must include the legal name of the vendor and must be signed by a person or persons legally authorized to bind the vendor to a contract.
- If applicable, proposal must include a copy of the contract(s) the vendor will submit to be signed.
- Any and all proposal requirements must be met prior to submission.
- The bidder understands and accepts the non-appropriation of funds provision of the Sumner County Government.
- If noted in the section "proposal requirements" or later requested, the contractor will be required to provide a reference list of clients that have a current contract for services with their company.

## **III. Clarification and Interpretation of RFP**

The words "must" and "shall" in this Request for Proposal indicate mandatory requirements. Taking exception to any mandatory requirement shall be grounds for rejection of the proposal. There are other requirements that Sumner County Government considers important but not mandatory. It is important to respond in a concise manner to each section of this document and submit an itemized list of all exceptions.

In the event that any interested vendor finds any part of the listed specifications, terms, or conditions to be discrepant, incomplete, or otherwise questionable in any respect, it shall be the responsibility of the concerned party to notify Sumner County, via email at [vicky.currey@sumnerschools.org](mailto:vicky.currey@sumnerschools.org), of such matters immediately upon receipt of this Request for Proposal. All questions must be received a minimum of five days before proposal's "deadline". All responses to inquiries will be posted on the Sumner County Board of Education website at [www.sumnerschools.org](http://www.sumnerschools.org) under the "Invitation to Bid" link.

#### **IV. Proposal Guarantee**

Vendors must guarantee that all information included in their proposal will remain valid for a period of **90 days** from the date of proposal opening to allow for evaluation of all proposals.

#### **V. Related Costs**

Sumner County Government is not responsible for any costs incurred by any vendor pursuant to the Request for Proposal. The vendor shall be responsible for all costs incurred in connection with the preparation and submission of its proposal.

#### **VI. Insurance Requirements and Liability**

Each bidder or respondent to the RFP who may have employees, contractors, or agents working on Sumner County 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 Sumner County properties. There will be no exceptions to the insurance requirement.

#### **VII. Bond Requirements**

Per State statute, Sumner County requires a performance bond, or bank letter of credit, for any **construction** projects that exceed \$25,000 upon bid award.

#### **VIII. Payment Terms**

Payment terms shall be specified in the bid response, including any discounts for early payment. All payments, unless agreed upon differently, will be after receipt of service or product and Sumner County's approval of conformance with specifications. The Sumner County Finance Department does not allow the practice of picking up checks in person.

#### **IX. Deadline**

Sealed proposals will be accepted until **Thursday, October 29, @ 10:00 am**. Proposals received after that time will be deemed invalid and returned unopened to the vendor. Vendors mailing proposal packages must allow sufficient time to ensure receipt of their package by the time specified. There will be no exceptions. Proposals will be opened and read aloud. The reading of the bids will begin at 10:00 A.M. CST.

#### **X. Withdrawal or Modification of Proposal**

A withdrawn proposal may be resubmitted up to the time designated for the receipt of proposals provided that it fully conforms to the same general terms and requirements.

**XI. Package**

The package containing the proposal must be sealed and clearly **marked “Pavement Rehabilitation Projects PROPOSAL AND DO NOT OPEN”** on the outside of the package.

**Reponses must be hand delivered or mailed to the following address:**

Sumner County Board of Education  
1500 Airport Road  
Gallatin, TN 37066  
Attn: Purchasing Supervisor

**XII. Right to Seek a New Proposal**

**Sumner County reserves the right to accept or reject any and all proposals for any reason.** Proposals will be awarded to the best overall respondent as determined by that which is in the best interests of Sumner County.

**XIII. Procedures for Evaluating Proposals and Awarding Contract**

In comparing the responses to this RFP and making awards, Sumner County may consider such factors as quality and thoroughness of a proposal, the record of experience, the references of the respondents, and the integrity, performance, and assurances in the proposal in addition to that of the proposal price.

- Proposals will be examined for compliance with all requirements set forth herein.
- Proposals that do not comply shall be rejected without further evaluation.
- Proposals will be subjected to a technical analysis and evaluation.
- Oral presentations and written questions for further clarifications may be required of some or all vendors.

**XIV. Discussions**

Discussions may be conducted with the vendors which have submitted proposals determined to be reasonably likely of being considered for selection to assure a full understanding of and responsiveness to the RFP requirements. Every effort shall be afforded to assure fair and equal treatment with respect to the opportunity for discussion and/or revision of their respective proposals. Revisions may be permitted after the submission and prior to the award for the purpose of obtaining the best offers.

**XV. Open Records**

After the bid is awarded, all proposals will be subject to the provisions of the Tennessee Open Records Act, and the proposals will be available to the public upon written request.

Summary information on bids submitted will be posted on the Sumner County Board of Education website at <http://www.sumnerschools.org> under “Invitation to Bid”

**XVI. Assignment**

Neither the vendor nor Sumner County may assign this agreement without prior written consent of the other party.

**XVII. Liabilities**

The vendor shall indemnify Sumner County Government against liability for any suits, actions, or claims of any character arising from or relating to the performance under this contract by the vendor or its subcontractors.

Sumner County Government has no obligation for the payment of any judgment or the settlement of any claim made against the vendor or its subcontractors as a result of obligations under this contract.

**XVIII. Tax Status**

Sumner County is tax exempt.

**XIX. Invoicing**

Invoices are to be submitted to:

Sumner County Government  
Attn: Kim Ark  
355 North Belvedere Drive  
Room 102  
Gallatin, TN 37066

The vendor must provide an invoice(s) detailing the terms and amounts due and the dates due. All invoices shall indicate payment terms and any prepayment discounts.

**XX. Contract Nullification**

Sumner County Government may, at any time, nullify the agreement if, in the judgment of Sumner County Government, the contractor(s) has failed to comply with the terms of the agreement. In the event of nullification, any payment due in arrears will be made to the contractor(s), but no further sums shall be owed to the contractor(s). The agreement between Sumner County and the contractor(s) is contingent upon an approved annual budget allotment, and is subject, with thirty (30) days notification, to restrictions or cancellation if budget adjustments are deemed necessary by Sumner County Government.

**XXI. Applicable Law**

Sumner County, Tennessee is an equal opportunity employer. Sumner County does not discriminate towards any individual or business on the basis of race, sex, color, age, religion, national origin, disability or veteran status.

The successful contractor(s) agrees that they shall comply with all local, state, and federal law statutes, rules, and regulations including, but not limited to, the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

In the event that any claims should arise with regards to this contract for a violation of any such local, state, or federal law, statutes, rules, or regulations, the provider will indemnify and hold Sumner County harmless for any damages, including court costs or attorney fees, which might be incurred.

Any contract will be interpreted under the laws and statutes of the state of Tennessee.

Sumner County does not enter into contracts which provide for mediation or arbitration.

Any action arising from any contract made from these specifications shall be brought in the state courts in Sumner County, Tennessee or in the United States Federal District Court for the Middle District of Tennessee.

Additionally, it is a violation of state statutes to purchase materials, supplies, services, or any other item from a vendor that is a commissioner, official, employee, or board member that has any financial or beneficial interest in such transaction.

**XXII. Specific Proposal Requirement Details**

All respondents shall conduct a site visit to the locations prior to submitting a proposal price.

Respondents shall be totally responsible for all measurements to insure pricing accuracy.

A project location aerial map is attached to this proposal request for each proposed location.

Sumner County reserves the right to award each proposal individually.

Project work must be completed no later than December 15, 2015.

Contractor shall restore existing lawn, landscaping, sidewalks and buildings to their original condition. Extreme care must be taken to avoid spraying materials or coatings onto other areas such as curbs, walks, vegetation, etc. The contractor shall be responsible for the correction of any damage incurred as a result of the performance of the contract.

If possible, work should be coordinated on days that the facilities are closed or coordinated with county to complete the scope of work on days the office/libraries have less traffic from public. Contractor shall account for coordination with the County regarding the project schedule.

Respondent shall provide a list of job references for similar projects completed in past three years, see form in proposal packet.

See Attachment 5 for additional specifications.

**Sealing and Striping parking areas for Libraries at Gallatin and Hendersonville:**

**Project Addresses:**

Gallatin Library, 123 East Main Street, Gallatin, Tennessee 37066

Hendersonville Library, 140 Saundersville Road, Hendersonville, TN 37075

**Scope of Work:**

Barricade off the lot using cones and barricades for safety

Remove bumper blocks and reset all bumper blocks

See attached specification for Coal Tar Pitch Emulsion Pavement Sealant of parking areas

Provide industry standard paint for parking lot striping and stripe according to standard vehicle size requirements

All parking area pavement markings shall be repainted

Respondents shall be responsible for cleanup

Respondents shall be totally responsible for all measurements to insure pricing accuracy

Proposal price shall be all inclusive for necessary labor, materials, and any other charges

Respondents shall state the length of time necessary to complete this project

Respondents shall be responsible for coordinating work to be completed with Kim Ark

Respondents shall include a full description of the length and terms/conditions of the warranty

Respondents shall include required number of ADA accessible spaces and ramp to meet ADA requirements

Sumner County reserves the right to award each proposal individually

**Paving and Striping Project at Sumner County Clerk's Office in Hendersonville:**

**Project Address:**

114 Dunn St, Hendersonville, TN 37075

**Scope of Work:**

Barricade off the lot using cones and barricades

Parking area and area along Dunn Street shall meet pavement repair specification section 02575 in proposal packet. Include overlay of Asphaltic Concrete Surface one and half (1.5) inches of Grade E (Section 411) per specifications.

Entire surfaces to have tack coat. See pavement repair specifications section 02575 in proposal packet.

All parking areas and site shall be cleaned up.

Provide industry standard paint for parking lot striping and stripe according to standard vehicle size requirements, see specification.

All parking area pavement markings shall be repainted

Respondents shall be totally responsible for all measurements to insure pricing accuracy

Proposal price shall be all inclusive for necessary labor, materials, and any other charges

Respondents shall state the length of time necessary to complete this project

Respondents shall be responsible for coordinating work to be completed with Kim Ark

Respondents shall include a full description of the length and terms/conditions of the warranty

Respondents shall include at least two (2) ADA accessible spaces and ADA accessible ramp to meet ADA requirements

Sumner County reserves the right to award each proposal individually

## **Hours of Operation:**

### **Gallatin Library**

- Tuesday/Thursday 10:00 am -7:00 pm
- Wednesday/Friday 9:00 am – 5:00 pm
- Saturday 9:00 am – 3:00 pm

Closed on Sunday and Monday

### **Hendersonville Library**

- Monday/Thursday 10:00 am – 8:00 pm
- Tuesday/Wednesday 10:00 am – 6:00 pm
- Saturday 12:00 pm – 4:00 pm

Closed on Sunday and Friday

### **Hendersonville Clerk's Office**

- Monday through Friday 8:00 am -4:30 pm
- On Fridays Drive-Thru Window is open until 5:15 pm, allow for employees to leave until 6:00 pm
- Note to Contractor: Preferably no work can be performed the last week of the month or first few days of the month, due to high traffic at Clerk's office. Paving schedule can be coordinated with County.

**List of Job References:**

**Project Name/Location:** \_\_\_\_\_

Agency/Department: \_\_\_\_\_

Dates of Project: \_\_\_\_\_ Dollar Value: \_\_\_\_\_

Project Manager/Contact at Agency: \_\_\_\_\_

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

**Project Name/Location:** \_\_\_\_\_

Agency/Department: \_\_\_\_\_

Dates of Project: \_\_\_\_\_ Dollar Value: \_\_\_\_\_

Project Manager/Contact at Agency: \_\_\_\_\_

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

**Project Name/Location:** \_\_\_\_\_

Agency/Department: \_\_\_\_\_

Dates of Project: \_\_\_\_\_ Dollar Value: \_\_\_\_\_

Project Manager/Contact at Agency: \_\_\_\_\_

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

**Project Name/Location:** \_\_\_\_\_

Agency/Department: \_\_\_\_\_

Dates of Project: \_\_\_\_\_ Dollar Value: \_\_\_\_\_

Project Manager/Contact at Agency: \_\_\_\_\_

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



**SEALING AND STRIPING  
Gallatin Library  
BID FORM**

Date Submitted \_\_\_\_\_

TO: Sumner County, TN

I, \_\_\_\_\_  
(Representative's Name) (Representative's Signature)

Of \_\_\_\_\_  
Name of Company Address City Zip

\_\_\_\_\_ Hereby submit our bid for the sealing and striping of  
(Phone)

the Sumner County Library in Gallatin parking lot and drives in accordance with the specifications and instructions set forth in these bid documents.

ITEM	QUANTITY	AMOUNT
1) Preparation Sweeping, Cleaning, Barricades, Bumper block removal And installation	LS	_____
2) Coal Tar Pitch Emulsion Pavement Sealant per spec	LS	_____
3) Striping	LS	_____
		TOTAL _____

Length of time necessary to complete this project: \_\_\_\_\_

Description of the length and terms/conditions of the warranty: \_\_\_\_\_

**Submitted By:**

Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_



**SEALING AND STRIPING  
Hendersonville Library  
BID FORM**

Date Submitted \_\_\_\_\_

TO: Sumner County, TN

I, \_\_\_\_\_  
(Representative's Name) (Representative's Signature)

Of \_\_\_\_\_  
Name of Company Address City Zip

\_\_\_\_\_ Hereby submit our bid for the sealing and striping of  
(Phone)

the Sumner County Library in Hendersonville parking lot and drives in accordance with the specifications and instructions set forth in these bid documents.

ITEM	QUANTITY	AMOUNT
1) Preparation Sweeping, Cleaning, Barricades, Bumper block removal And installation	LS	_____
2) Coal Tar Pitch Emulsion Pavement Sealant per spec	LS	_____
3) Striping	LS	_____

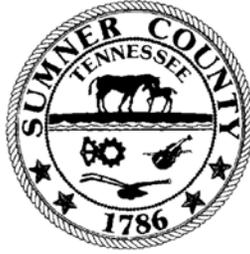
TOTAL \_\_\_\_\_

Length of time necessary to complete this project: \_\_\_\_\_

Description of the length and terms/conditions of the warranty: \_\_\_\_\_  
\_\_\_\_\_

**Submitted By:**

Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_



**PAVING AND STRIPING  
Hendersonville Clerk's Office  
BID FORM**

Date Submitted \_\_\_\_\_

TO: Sumner County, TN

I, \_\_\_\_\_  
(Representative's Name) (Representative's Signature)

Of \_\_\_\_\_  
Name of Company Address City Zip

\_\_\_\_\_ Hereby submit our bid for the paving and striping of  
(Phone)

the Hendersonville Clerk's Office parking lot, area along Dunn Street, and drives in accordance with the specifications and instructions set forth in these bid documents.

ITEM	QUANTITY	AMOUNT
1) Preparation Sweeping, Cleaning, Barricades, And installation	LS	_____
2) Bituminous Tack Coat per spec.	LS	_____
3) Asphaltic Concrete Surface one and half (1.5) inches of Grade E (Section 411) per specifications	LS	_____
4) Striping (2 coats)	LS	_____
		TOTAL _____

Length of time necessary to complete this project: \_\_\_\_\_

Description of the length and terms/conditions of the warranty: \_\_\_\_\_

\_\_\_\_\_

**Submitted By:**

Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_

**XXII. Termination of Agreement**

**Either party to this agreement shall have the right to terminate this agreement upon a 30 day written notice. Both parties shall be liable for payments or services due prior to the date of termination, but no further fees shall be due or payable after the notice of termination is received.**

**ATTACHMENT 1**

STATEMENT OF NON-COLLUSION

The undersigned affirms that they are dully 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 this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

Company \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Respondent (Signature) \_\_\_\_\_

Respondent (Print Name and Title) \_\_\_\_\_

Authorized Company Official (Print Name) \_\_\_\_\_

## **ATTACHMENT 2**

### **DRUG-FREE WORKPLACE**

Sumner County Government 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 Government 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 Government 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 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, TN 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: \_\_\_\_\_

**ATTACHMENT 3**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:  
Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency;

Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and

Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the bid, been convicted or had a civil judgment rendered against it

A. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;

B. For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or

C. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. § 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five years, or both.

Name of Participant Agency: \_\_\_\_\_

Name and Title of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_ I am unable to certify to the above statement. Attached is my explanation.

**ATTACHMENT 4**

CERTIFICATION BY CONTRACTOR

I, the undersigned, certify that on behalf of Contractor, I am authorized to attest and obligate the above certification and to legally bind Contractor to these terms, conditions and obligations.

\_\_\_\_\_ Title

\_\_\_\_\_ Name

\_\_\_\_\_ Date

\_\_\_\_\_ Witness

**Sumner County, Tennessee  
Pavement Sealing****Coal Tar Pitch Emulsion Pavement Sealer**

Page 1 of 3

**The Product name is Coal Tar Pitch Emulsion Pavement Sealant.**

This product is a clay-stabilized, fuel resistant coal tar emulsion pavement designed to protect and improve esthetics of asphalt pavement. The emulsion is fortified with special surfacants to promote superior adhesion and durability. Select aggregate is job-mixed to produce a slip resistant coating.

**Sizes:** Sealmaster Coal Tar Sealant or Approved Equal is available in 4,000 gallon bulk tanker, 55-gallon drums, and 5-gallon pails.

**Color:** Sealmaster Coal Tar Sealant or Approved Equal dries to a deep, rich black color.

Coal Tar application shall not be applied when temperature is expected to drop below 50°F at any time within a 24 hour period after application.

Material must meet the following specifications for Coal Tar Pitch Emulsion (CTPE) Pavement Sealers:

- ASTM D 5727
- RP 355e
- ASTM D 490
- ASTM D 3320-74T
- FAA P627
- FAA P628
- FAA P631

Pavement Sealers must meet the material requirements when tested in accordance with the following procedures listed in the table on the next page:

- ASTM D 140
- ASTM D 466
- ASTM D 490
- ASTM B 117
- ASTM D 529
- ASTM D 2939
- ASTM D 244

Material shall be homogenous and show no separation or coagulation that cannot be overcome by moderating stirring. Material must pass all of the following test and specifications.

**Sumner County, Tennessee  
Pavement Sealing**

**Coal Tar Pitch Emulsion Pavement Sealer**

Page 2 of 3

<u>Test</u>	<u>Specification</u>
<b>Chemical &amp; Physical Analysis</b>	
-Non Volatilities %	47-53%
-Ash Non Volatilities %	30-40%
-Solubility of Non Volatiles in CS <sub>2</sub> %	20% Min
-Specific Gravity 25°C	1.20 Min
Drying Time	8 hr. Max.
Adhesion & Resistance to Water	No penetration or loss of adhesion
Resistance to Heat	No blistering or sagging
Resistance to Impact	No Chipping, Flaking or Cracking
Flexibility	No cracking or flaking
Resistance to Volatilization	10% Loss in Weight Max
Wet Film Continuity	Smooth, Nongranular Free from Coarse Particles
Resistance to Kerosene	No Loss of Adhesion or Penetration
P-625 Fuel Resistance Test	Evaluation of Fuel Resistance

**Environmental Considerations:** Coal Tar should not contain asbestos. Coal Tar should be an environmentally friendly water based pavement sealer containing less than 150 grams per liter volatile organic content (VOC).

**Installation:** Surface must be clean and free from all loose material and dirt. Pavement surface repairs should be made with a suitable hot or cold asphalt mix. Cracks should be filled an appropriate asphalt emulsion crack filler. All grease, gas, and oil spot stains should be treated with a petro seal coating prior to installation of coal tar.

Coal Tar should be applied by either pressurized spray application equipment or self-propelled squeegee equipment. Pressurized spray equipment shall be capable of spraying pavement sealer with sand added. Equipment used shall have continuous agitation or mixing capabilities to maintain homogeneous consistency of pavement sealer mixture throughout the application process. Self-propelled squeegee equipment shall have at least 2 squeegee or brush devices (one behind the other) to assure adequate distribution and penetration of sealer into bituminous pavement. Hand squeegees and brushes shall be acceptable in areas where practically prohibits the use of mechanized equipment. Material is recommended to be applied by a spray bar for even application.

Sumner County, Tennessee  
Pavement Sealing

**Coal Tar Pitch Emulsion Pavement Sealer**  
**Page 3 of 3**

**Mixing Procedures:** For optimum results Coal Tar shall be mixed in accordance with the following mix design (based on 100 gallons for ease of calculation):

- Coal Tar Concentrate.....100 gallons
  - Water.....30-40 gallons
  - Sealer Polymer Additive.....1-2 gallons
  - Sand\* .....300-500 lbs
- \*(40-70 mesh AFS)

**Application:** Coal Tar will be applied to city streets and parking areas with some being high traffic areas. The quote must include enough product for these high traffic areas. Two coats of properly mixed coal tar sealer shall be installed for optimum performance and durability. A third coat of Coal Tar Sealer may be applied to high traffic areas such as entrances, exits, and drive lanes.

**Application Rate:** Apply properly mixed Coal Tar at a rate of .11 to .13 gallon per square yard (70-82 square feet per gallon) per coat.

Product must be applied at an ambient temperature at a minimum of 50° F. Temperature shall not drop below 50°F in a 24 hour period following application. New asphalt surfaces should be allowed to cure a minimum of four weeks under ideal weather conditions (70°F) before applying Coal Tar.

Contractor shall take care to install sealant up to face of curb. Contractor shall not spray curb. Contractor shall be responsible for removal of overspray.

A warranty should apply Sealmaster Coal Tar Pitch Emulsion Pavement Sealer or Approved Equal should meet the chemical composition and performance requirements as stated above.

Safety data sheets and technical assistance must be made available for the product.

**PART 1. GENERAL**

- 1.1. The work specified by this section shall consist of repairing or replacing all damaged pavement, whether public or private. Dirt shoulders, roads, streets, drives, and walks are to be restored to their original condition as an incidental part of the construction. Repair damaged base on either side of a trench wherever necessary. Trim the oxidation surface to neat lines outside of the trench wall, and repave the entire area as specified below and as shown on the drawings or on the standard drawings.
- 1.2. Both these specifications and the drawings make reference to the current edition of the standard specifications of the Tennessee Department of Transportation (TDOT). Even though the weather limitations, construction methods, and materials specifications contained in the TDOT specifications may not be explicitly repeated in these specifications, they shall, wherever applicable to the work called for by this section, be considered as implied and therefore adhered to. However, the various subsections "Basis for Payment" contained in the TDOT specifications shall not be considered applicable.
  - a. Refer to other sections for work related to that covered by this section.

**PART 2. PRODUCTS**

- 2.1. BITUMINOUS TACK COAT: Grade AE-3 (Section 403, Subsection 904.03)
- 2.2. ASPHALTIC CONCRETE SURFACE: Grading E (Section 411)
- 2.3. QUICK DRY TRAFFIC MARKING PAINT (**WHITE**): Subsection 910.05.

**PART 3. EXECUTION**

- 3.1. ASPHALTIC CONCRETE SURFACE
  - a. If the asphaltic concrete surface course is to be placed directly on the mineral aggregate base, place a bituminous prime coat as described above. If, however, the surface course is to be placed on a binder course, then apply a bituminous tack coat of the sort specified above under PRODUCTS at a rate of 0.05 to 0.10 gallon per square yard. Take care to prevent the bituminous material's splashing on exposed faces of curbs, gutters, walls, walks, trees, etc.; if such splashing does occur, remove it immediately. After the prime or tack coat has been properly cured, apply the asphaltic concrete to the thickness shown of the drawings or standard drawings.

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**PAVEMENT REPAIR**

**Section 02575-Page 2 of 2**

Apply the surface course as described above for the binder course.

**3.2. SMOOTHNESS**

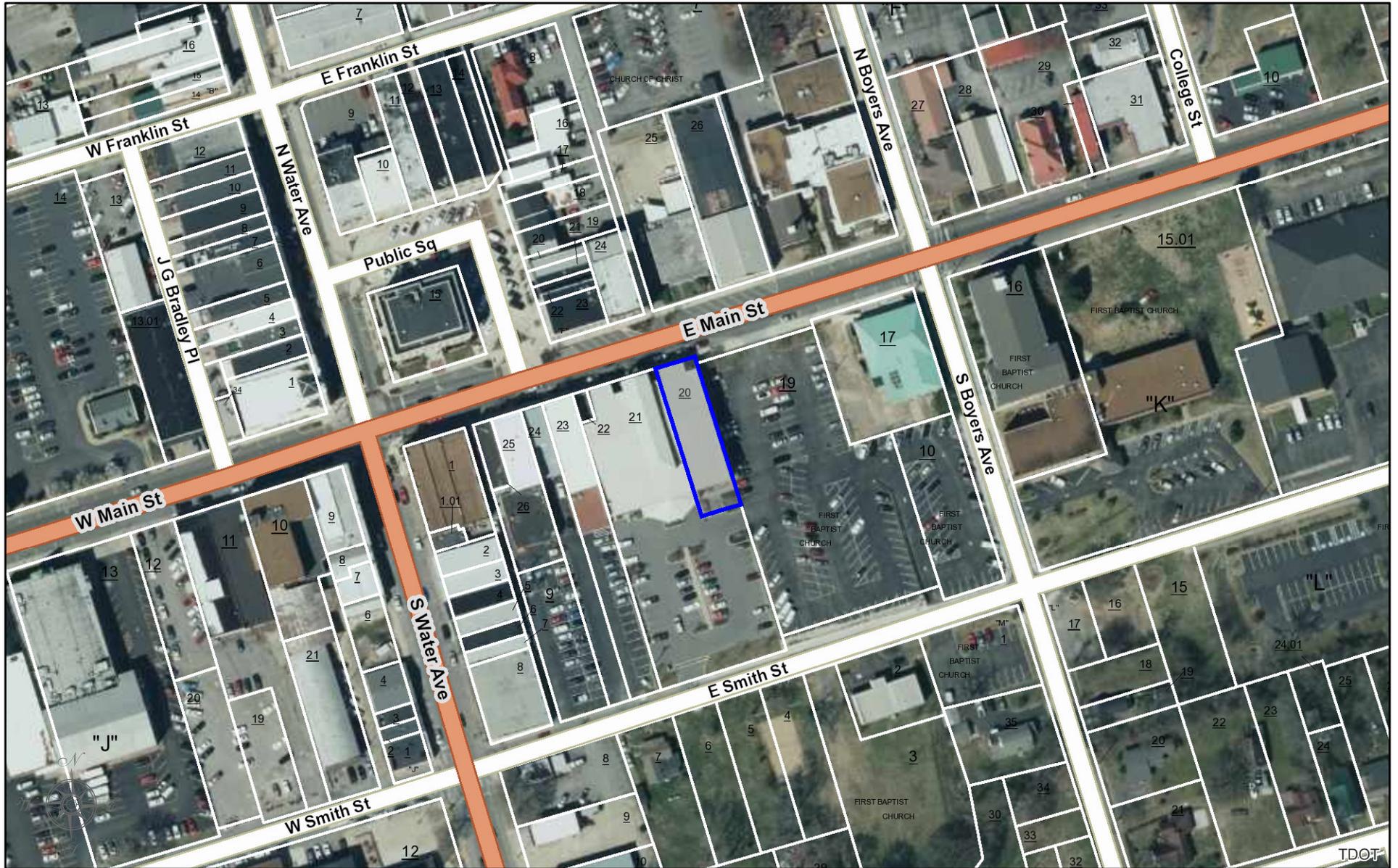
- a. The finished surfaces shall conform to the lines and grades that existed prior to construction. No deviations, variations, or irregularities exceeding 1/4 inch in any direction when tested with a 12 foot straightedge will be permitted in the finished work, nor will any depressions that will not drain. Correct all such defects.

**3.3. SAMPLING AND TESTING**

- a. Submit to the A/E test reports made by an independent testing laboratory on the crushed stone aggregate, bituminous materials, and asphaltic concrete design mixes, and obtain his approval of these reports before starting paving operations.
- b. Tests shall be made of the completed elements of the pavement to ascertain the compacted thickness of the base and surface courses. If sections with deficient thicknesses are found, the full section for a reasonable distance on each side of the deficiency shall be refused. Remove and reinstall all such sections. Patch all test holes in connection with thickness tests.
- c. When making surface tests, furnish one man to mark all surface defects for corrections.

END OF SECTION

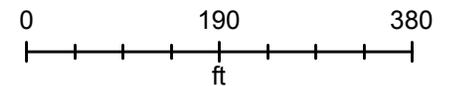




**SUMNER COUNTY, TENNESSEE**

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.

MAP DATE: October 8, 2015



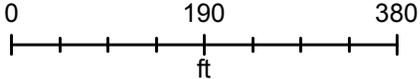
Hendersonville Library



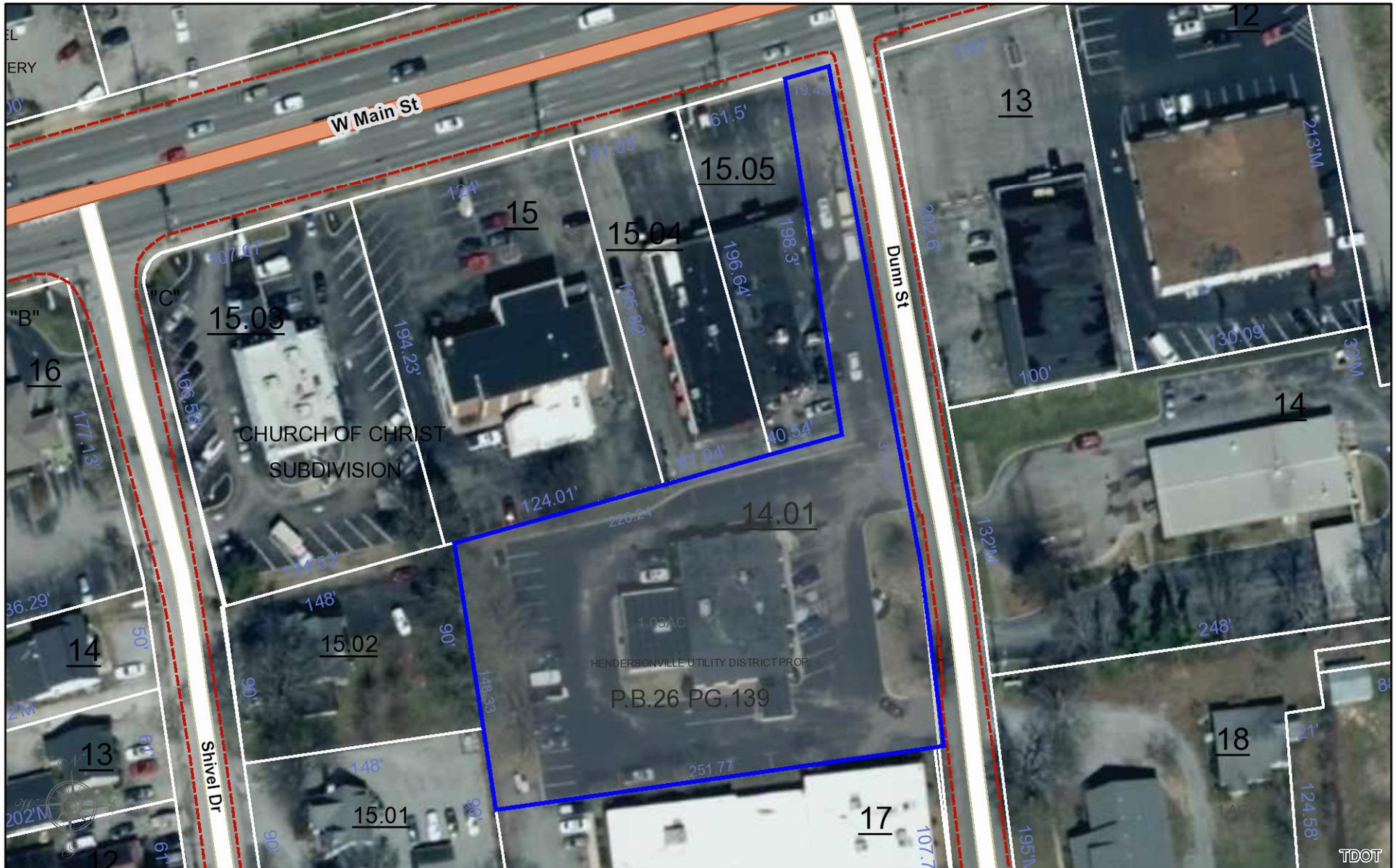
**SUMNER COUNTY, TENNESSEE**

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MAP DATE: October 8, 2015



# Hendersonville Clerk's Office



## SUMNER COUNTY, TENNESSEE

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MAP DATE: October 6, 2015

