

**City of Lebanon, Tennessee
Department of Public Services
Invitation to Bid for
DE MITCHELL HOUSE
CITY PROJECT NO. CL19012**

Sealed bids, subject to the conditions herein, will be received until 2:00 p.m. Local Central Time on September 19, 2019, by the City of Lebanon, Tennessee (Owner) at the Lebanon City Hall, and at that hour opened and publicly read, for furnishing all labor, materials, and equipment and performing all work connected with the following project:

"DE Mitchell House Maintenance and Improvements Package"

The project involves the implementation of multiple general maintenance items relating to the circa 1910 building. Note complete restoration of the building structure, enclosure envelope, and internal systems was completed in 1998. Minimal additional modifications and upgrades to the existing systems is anticipated; however, new interior finishes will be installed.

Copies of the Plans, Specifications, etc., may be examined at the following locations:

City of Lebanon 200 North Castle Heights Ave. Lebanon, TN 37087 615-444-3647 ext. 2302 Attn: Engineering Services Director
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Hard copies of the Plans and Specifications may be obtained from Lester Digital Reprographics located at 1633 West Main St., Lebanon, TN 37087 (phone 615-443-3033). A fee of \$150 will be charged for each plan set issued. The fee will be refunded to any unsuccessful firms who return plans undamaged. The Plans and Specifications will be available on August 27, 2019.

A Pre-Bidding Conference will be held at 9:00 a.m. Local Central Time on September 12, 2019, at the project site located at 106 N. Castle Heights Ave., for the purposes of answering questions, discussing the project, and reviewing the project site. **Attendance at this conference by an appropriate contractor representative is mandatory in order to be eligible to submit a bid.**

Each proposal must be accompanied by a Bidder's Bond on the form contained in the proposal from a Surety Company acceptable to the Owner or a Cashier's Check or Certified Check made payable to the City of Lebanon for not less than 5% of the total amount of the bid. A 100% Contract Bond will be required upon successful bid as part of the execution of the project contracts.

The Owner reserves the right to reject any and/or all bids, to waive any informalities and technicalities in the bids received, and to accept any bid which, in its opinion, may be in the best interest of the Owner.

The complete examination and understanding of the Plans and Specifications and the proposed work site is necessary in order for the bidder to properly submit a proposal. Proposals/bids are required to remain open for acceptance or rejection for a period of 60 days after the bid opening. Award of this contract is contingent upon the availability of funds. Bidders will submit a schedule for time of completion with their bid.

Envelopes containing proposals **must** be sealed, addressed to the City of Lebanon, 200 North Castle Heights Ave., Lebanon, TN 37087 and marked with the Contractor's name, Tennessee License Number, Classification, Expiration date and the following project title:

"DE MITCHELL HOUSE MAINTENANCE AND IMPROVEMENTS PACKAGE"

End of Invitation to Bid