



INVITATION TO BID

JOHNSON COUNTY PURCHASING AGENT
211 N. CHURCH STREET
MOUNTAIN CITY, TN 37683
Phone: (423) 727-7861

Requisition # 33089

Bid Name Airport Addition 17-7

Sealed bids will be received by the Johnson County Purchasing Agent until the date shown below for articles specified below, and under the following conditions, unless otherwise specified by the Johnson County Purchasing Agent:

Invitation to Bid: Contracted Services for Construction of a Building Addition & Existing Room Remodel at the Johnson County Airport.

(Description on Page 3)

For: Johnson County Airport

Sealed Bids will be accepted until: September 07, 2017; 2:00 PM

Date/Time of Proposal Opening Meeting: September 07, 2017; 2:00 PM (Proposal Opening Meeting is subject to Date & Time Changes, when deemed necessary by the Purchasing Agent. An attempt will be made to notify all known involved parties, and a "Notice of Meeting Change" will be posted at the county courthouse reflecting new meeting date/time.)

Prices quoted must include all transportation charges, packing, and drayage. **Proposals must be free from alteration, or erasures, and all signatures must be hand signed in ink by individual or firm making the proposal.** Carefully review all sections before submission.

Incomplete documents may be rejected. You may include other documentation for review inside sealed bid envelope. The Purchasing Agent/Committee and/or the Johnson County Commission, reserve the right to waive technicalities, to reject any or all bids, to request additional information from all proposers, to use any ideas presented in proposals, and to negotiate with one or more of the finalists regarding terms of the engagement. Johnson County, TN intends to select the company that, in its opinion, best meets the County's needs. All documents become the property of Johnson County, TN when submitted, and will not be returned. Johnson County is not responsible for any cost related to proposal submissions.

ITB Return Address for the outside of the envelope: Johnson County Purchasing Agent
Dustin Shearin
211 N. Church Street
Mountain City, TN 37683

***Note:** Any potential bid packages that are not plainly marked are considered VOID if mistakenly opened prior to the scheduled proposal opening meeting. Bidders must submit the attached Drug Free Workplace affidavit within the sealed bid package, stating that they have a drug-free workplace program in effect at the time of submission of the bid, in accordance with T.C.A. § 50-9-113.

All bids will be considered in accordance with Title VI and without regard to age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit the performance of duty.



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Basis of Award:

Bids will be evaluated based upon the following criteria:

1. Understanding of the Scope of Work.
2. Delivery Schedule.
3. Description of the services, materials, and systems as they relate to the proposed scope of work that your firm proposes to provide to Johnson County, TN for this project.
4. Past experience and performance of the proposer's team on similar work including: individuals in the firm assigned to do the work; cost control; quality of work, and meeting scheduled milestones.
5. Cost. Will services be performed at fair and reasonable prices?

If the above information is not provided within sealed bid envelope, Johnson County, TN reserves the right to contact bidder for further information, conduct independent reviews and interview vendors submitting bids prior to making any selection. Johnson County, TN will not be liable for any costs associated with your firm preparing its response to the Invitation to Bid.

For projects totaling \$25,000.00 or more, bidder must be licensed in the State of Tennessee as a Licensed Contractor. Acceptable license classifications for this project would be one of the following: Building Construction - (BC). A contractor with a commercial classification (BC-B) or (BC-b(sm)) may also bid.

*****THE OUTSIDE OF THE ENVELOPE MUST BE MARKED WITH THE BIDDER'S COMPANY NAME, THE ABOVE REQUISITION NUMBER & BID NAME, DATE & TIME OF BID OPENING, AND MUST BE MARKED "SEALED BID, DO NOT OPEN." IN ACCORDANCE WITH T.C.A. 62-6-119, WHEN A CONSTRUCTION BID IS IN EXCESS OF \$25,000.00 THE NAME OF THE PRIME CONTRACTOR, LICENSE NUMBER, EXPIRATION DATE AND LICENSE CLASSIFICATION OF CONTRACTOR MUST APPEAR ON THE OUTSIDE OF THE BID ENVELOPE.*****

Awarding will be made to the vendor who meets the requirements of the solicitation and has submitted the best responsive bid. Awarding of this contract to the successful vendor is contingent upon approval by all necessary involved parties. ***Bid awarding results will be made available upon request, and in accordance to applicable state law. ***

Bids will not be considered unless accompanied by this complete signed original document.

Contractor shall provide Insurance Coverage information prior to the beginning of the project. Coverage shall be in effect throughout the term of the project. Insurance documents provided shall name Johnson County, TN as an endorsement. Coverage shall include when required:

- Commercial General Liability
- Comprehensive Automobile Liability
- Worker's Compensation Insurance
- Professional Liability Insurance

Johnson County, TN reserves the right to waive or impose any additional insurance or bond requirements, during the contract negotiation and execution phase. Please feel free to call Johnson County Purchasing Agent, Dustin Shearin with any questions you may have. (423) 727-7861



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DESCRIPTION OF GOODS/SERVICES WANTED

Communications Equipment & Services

Specifications: Request for bid pricing for the following project within Johnson County as requested per the following information.

Listed below are preliminary details for the respective project.

Project Location: Johnson County, TN Airport

Johnson County Airport is going to be constructing an addition and remodeling onto the Fixed Base Operations office and the county is entertaining sealed bids from qualified contractors. The addition will be 780 square feet with the remodeling portion of 200 square feet and to be framed and sided to match existing structure. For further project details you may stop by the airport and get descriptions from Dave Garris, Johnson County Airport manager.

To be provided by contractor:

Removal of asphalt in affected area. Does not need to be hauled off.

Plumbing installation for single bathroom and kitchen sink.

Relocating of main waste clean out.

Installation of concrete slab in addition area with slick finish.

Framing of 2x4 exterior walls with 1/2" OSB sheathing coverage with house wrap material.

Framing of 2x4 interior walls and doorway installation to existing area.

Framing of rafter roofing members with lath strips and metal roofing material to match existing building.

Insulation of appropriate thickness for exterior walls and roof areas.

Installation and finishing of interior wall with 5/8" fire resistant Sheetrock on party wall between hangar and addition with 1/2" throughout the rest with knockdown finish and painted.

Double hung, double pane windows as depicted in spec drawing available for review on-site with airport manager.

Interior doors and trim as depicted in spec drawing available for review on-site with airport manager.

Plumbing fixtures for bathroom, kitchen and utility room with supply and drain hook up.

T&G V-joint ceiling finish.

Kitchen cabinets as depicted in spec drawing available for review on-site with airport manager. Contractor grade cabinets.

Provision for wood burning heater, double wall flu pipe with boot & termination cap.



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To be provided by Airport Manager:

All appliances and installation.

All electrical rough in and fixtures.

Tile floor materials and installation throughout.

Gas hookup for water heater and range.

Bid for Total Project Cost \$ _____

Printed Name _____ **Signature** _____

- Total Project Cost shall include all products, items, & equipment necessary for project completion, including associated travel costs, & labor.

For further project details and/or questions please call Dave Garris, Airport Manager

@ Phone # 423-727-1223.

NOTES: This project is being let contingent upon funds being available and cannot be started until the Purchasing Agent has issued a Purchase Order & a Notice to Proceed.

Written terms and conditions, all necessary insurance, permits, and license documentation shall be in place prior to any work being completed. All terms, conditions, and/or contracts shall be reviewed by the County Attorney as to acceptable form.

The local government will pay the Contractor per Johnson County policy **after** having received satisfactory project completion and a detailed invoice signed by the department head for this project in accordance with awarded bid.



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Vendor Contact Information

Company Name: _____

Company Mailing Address: _____

Primary Contact Information:

Name _____

Phone # _____

Secondary Contact (If Applicable):

Name _____

Phone # _____

CONFLICT OF INTEREST (ACCORDING TO: T.C.A. 5-14-114) - No member of County of Johnson Legislative body, and no other officer, employee, or agent of the County of Johnson who exercises any functions or responsibilities in connection with the carrying out of the Project to which this Contract pertains, shall have any personal interest in, and/or receive any monies or anything of value directly or indirectly from this Contract.

IRAN DIVESTMENT ACT – By submission of this proposal, each proposal and each person signing on behalf of any vendor certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each vendor is not on the list created pursuant to T.C.A. 12-12-106.

NON-COLLUSION AFFIDAVIT – The agent of the vendor hereby certifies to the best of his/her knowledge and belief that this proposal to Johnson County, TN has not been prepared in collusion with any other seller of similar products. The agent also certifies that the prices, terms and conditions of said proposal have not be communicated by the undersigned, nor by any employee or agent of the vendor, to any other seller of similar products and will not be communicated to any such seller prior to the official opening of said proposal.

The undersigned firm or individual(s), proposes to follow all conditions set forth in this document, to furnish and deliver to the place designated, the named supplies/services at the prices bid within the proposal, same to be charged to Johnson County. We guarantee all the above named goods/services to be in accordance with specifications or equal.

(Printed Name)

_____ Date: _____
(Authorized Signature)



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Proposal Package Checklist:

- Review Specifications & Requirements within Request For Proposal Document.
- Bid Price Listed on page 4 of this document.
- Fully Signed Original Request for Proposals Document (Include all pages originally provided).
- Completed Drug Free Workplace Affidavit.
- W-9 Information.
- Insurance documents as required. (May be provided at later time, prior to work authorization.)
- Contractor Specific Proposal Information Documents.
- Any other information necessary for review by Purchasing Agent or Johnson County Government.
- Properly prepared envelope according to requirements.

DRUG FREE WORKPLACE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with _____ County government to provide construction 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 pursuant to T.C.A. § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the *Tennessee Code Annotated*.
3. The Company is in compliance with T.C.A. §§ 50-9-113 and 50-9-114.

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: _____



JOHNSON COUNTY PURCHASING DEPT.

211 North Church Street
Mountain City, Tenn. 37683
423-727-7861

DUSTIN SHEARIN
PURCHASING AGENT

CONTRACT MONITORING

Johnson County requires that sub-recipients maintain records of those ethnic and gender groups who are awarded bids on projects.

FOR TITLE VI COMPLIANCE, WE ASK VOLUNTARY DISCLOSURE OF THE FOLLOWING INFORMATION:

GENDER: MALE _____ FEMALE _____

RACE: CAUCASIAN _____

AFRICAN AMERICAN _____

HISPANIC _____

OTHER (PLEASE SPECIFY) _____

Johnson County in accordance with Title VI of the Civil Rights Act of 1964, Stat. 252, 41 U.S.C. 2000d to 2000d-4 and Title 49 Code of Federal Regulations, hereby notifies all proposer's that it will affirmatively insure that in any contract entered into pursuant to this bid proposal, Disadvantaged Business Enterprises (DEB's) will be afforded full opportunity to submit proposals in response to bid invitations and will not be discriminated against on the grounds of race, creed, color, sex, national origin, or handicap in consideration for an award.