



## INVITATION TO BIDDERS

The City of Gatlinburg is soliciting sealed bids for Community Center ADA Upgrades, for the City of Gatlinburg Parks and Recreation Department. Bids will be received at Gatlinburg City Hall until 2:30 p.m. March 25, 2021 at which time they will be publicly opened and read aloud.

For questions concerning the Bid Documents, Bidders may contact City of Gatlinburg, Delea Patterson, AP/Purchasing, 1230 Parkway East, Suite 2, P.O. Box 5, Gatlinburg, Tennessee 37738 at 865-436-1409 or [deleap@gatlinburgtn.gov](mailto:deleap@gatlinburgtn.gov).

**Questions regarding specifications may be directed to Community Center Manager, David Anderson, 865-436-4990 or DaveA@gatlinburgtn.gov No bid may be withdrawn for thirty (30) days.**

Bid specifications will also be available on the City of Gatlinburg website at [www.gatlinburgtn.gov](http://www.gatlinburgtn.gov) under "Out for Bids" tab. This bid tab is located under Gatlinburg Government, and then Purchasing. Bid results are posted in the same area as shortly after bid opening as possible.

The Bidder's name, address, bid opening time and the quotation "**Bid on Community Center Front Desk Remodel**" must be printed on the sealed envelope containing the bid.

The City of Gatlinburg reserves the right to waive any informalities in or to accept or reject any and/or all bids and to accept the bid deemed most favorable to the interest of the City.

## GENERAL PROVISIONS

Prices quoted shall not include Federal or State taxes, if any are applicable. The successful bidder shall furnish tax exemption forms, if required, with their invoices.

The prices quoted are that for which the materials or services will be delivered F.O.B. Gatlinburg, Tennessee.

Any additions, deletions, or variations from the following specifications must be noted.

Inspection of the materials or equipment will be made by an agent of the City of Gatlinburg, and if found defective or fails in any way to meet the terms of this agreement, it will be rejected. Rejected materials or equipment will be replaced at the expense of the bidder.

All technical specifications must accompany bid.

The City of Gatlinburg reserves the right to purchase additional units or services under the same terms and conditions for a period of one (1) year if agreeable with vendor.

The City of Gatlinburg reserves the right to extend this agreement for one (1) additional year after the completion of the first-year agreement if agreeable with vendor.

The City of Gatlinburg reserves the right to defer payment for thirty (30) days after delivery. The City of Gatlinburg also reserves the right to reject any and/or all bids.

The bidder agrees to indemnify the City of Gatlinburg from any and all liability, loss or damage the City may suffer as a result of claims, demands, costs, or judgments against it arising from any and all work under this agreement.

The bidder agrees to notify the City, in writing, within thirty (30) days, by registered mail, at the City's address as stated in this agreement, of any claim against the bidder on the obligations indemnified against.

It is the policy of the City of Gatlinburg not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services and activities. With regard to all aspects of this contract, contractor certifies and warrants it will comply with this policy.

Vendor shall possess all of the necessary insurances and licenses required to perform this type and size of project.

Certain projects with a total cost of \$25,000 or more require a TN Contractors license. This License #, Classification and Expiration date MUST be listed on the bid envelope. Bidders cannot use license of another to bid on any City of Gatlinburg project.

## SPECIFICATIONS

### Front Desk

- Demolition and removal of existing front desk
- Construction and installation of custom commercial desk system consisting of:
  - 3-part front desk, 2 parts standing height, 1-part ADA access height, approximately 25' length total
  - 2-part equipment storage desk with cubbies, standing height, approximately 12' length total, 14" wide
  - Employee standing height workstation (tall) approximately 16' length total with storage
- Specific design Criteria to include, but not limited to:
  - Chemetal – Metal laminate surfacing on guest side and tops
  - Cabinets
    - commercial laminate
  - Equipment and personal storage
  - (2) Cash drawers
    - lockable
  - Cleaning supply cabinet
    - lockable
  - Wheelchair accessible counterspace
  - Cubbies

### Misc.

- 5' Matching coat rack
- 4' high x 5' wide cubbies

6/30/2021 completion date

If you wish to come measure, please make an appointment with Community Center Manager, David Anderson, 865-436-4990 or [DaveA@gatlinburgtn.gov](mailto:DaveA@gatlinburgtn.gov)

Delea Patterson, AP/Purchasing  
City of Gatlinburg  
1230 Parkway, East, Suite 2  
P.O. Box 5  
Gatlinburg, Tennessee 37738

RE: Bid on Community Center Front Desk Remodel

We have reviewed your Invitation and Specifications and offer the following (total to include all necessary hardware and labor):

\$ \_\_\_\_\_  
Community Center Front Desk Remodel

\_\_\_\_\_ Number of days after Bid Award that work can begin

\_\_\_\_\_ Estimated Days to complete project

Our bid prices, listed above, contain no deviation from the advertised items, except as listed below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed/ \_\_\_\_\_

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
City

\_\_\_\_\_  
State Zip

\_\_\_\_\_  
Email

EACH BIDDER SHALL SUBMIT THIS STATEMENT OF COMPLIANCE WITH THEIR BID.

For Title VI and IX compliance, we ask for voluntary disclosure of the following information:

Gender: Male \_\_\_\_\_

Female \_\_\_\_\_

Race: Caucasian \_\_\_\_\_

African American \_\_\_\_\_

Other (please specify) \_\_\_\_\_

## BIDDER'S LIST

D&S Builders, LLC  
John Mathews  
[johnmathews@dsbuilders.org](mailto:johnmathews@dsbuilders.org)

Citadel Construction, LLC  
Eric Horner  
[ehorner@citadelconstruction.com](mailto:ehorner@citadelconstruction.com)

Joseph Construction Company  
865-428-7900  
[bids@jcc1972.com](mailto:bids@jcc1972.com)

Landon Smelcer  
[lsmelcer@comcast.net](mailto:lsmelcer@comcast.net)

Custom Crafted Construction  
David Proctor  
[david@c-c-construction.com](mailto:david@c-c-construction.com)