



## **INVITATION TO BIDDERS**

The City of Gatlinburg is accepting sealed bids on the purchase and installation of fifty (50) thermo-pane glass windows for the McMahan Parking Garage. The specifications are located within the bid packet, but we will consider other brands/models that meet required specifications. The City reserves the right to extend this agreement for one (1) additional year.

Bids will be received at City Hall until **2:30 p.m., May 26, 2016** at which time they will be publicly opened and read aloud. No bid may be withdrawn for thirty (30) days.

Bid shall be sealed in an envelope with the bidder's name, address, the bid opening time and date and the quotation "McMahan Parking Garage Windows" stated plainly on the outside.

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 Fax 865-436-6464 or [deleap@gatlinburgtn.gov](mailto:deleap@gatlinburgtn.gov).

Questions about the specifications need to be directed to Gary Cole, Parking Department at 865-436-4991.

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 City reserves the right to qualify bidders, to waive any informalities, to reject any and/or all bids, and to accept the bid deemed most favorable and in the best interest of the City.

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.

## 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.

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.

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

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.

## **BID SPECIFICATIONS**

The City of Gatlinburg is soliciting bids for the replacement of 50 thermo-pane glass window units of approximately 36”X25” in size, located at the McMahan Parking Garage, specifically in the east and the west stair towers. The replacement windows will be of the same type and quality as the current windows, and no deviations will be allowed unless approved prior to bidding.

This bid is for furnishing all labor and replacement windows, plus any additional materials that might be needed for the proper completion of the replacement project. All work is to be performed during normal business days and hours. Selected contractor will be responsible for barricading and maintaining a safe work area, making allowance for reasonable pedestrian travel, allowing/making such detours necessary so as to keep the flow of normal business unimpeded, and for all clean-up of site during construction, and at the completion of the project. The sizes of these windows may vary, so it is the responsibility of the bidder to verify all dimensions prior to bidding, and supply/install such sizes as may be required.

Please submit your bid for the amount of 50 units, and also quote a single unit price for any additional units that might be requested by the City to complete this project.

Please state the length/coverages of your warranty, as warranty coverage will also be given consideration.

A site inspection is highly recommended before bidding. You may contact Gary Cole at the Gatlinburg Parking Department Office, Monday through Friday from 8:00am to 4:30pm at 865-436-4991 for any information and assistance you might require.

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

**RE: Thermo-pane Glass Windows.**

The specifications for the above-mentioned items have been reviewed and the following is offered for purchase, delivery, and installation of the following new fifty (50) thermo-pane windows (total to include all necessary hardware and labor) for the Gatlinburg Parking Department McMahan Parking Garage per the specifications:

\$ \_\_\_\_\_  
Purchase & Installation of fifty (50) thermo-pane windows

\$ \_\_\_\_\_  
Unit Price for each individual unit above the first 50 windows

Estimated Days for delivery after bid awarded \_\_\_\_\_.

If offering Equivalent models, please note in Deviations section below.

All bids are to include delivery to a specified location in Gatlinburg.

Any deviations from these specifications are listed below (use back if necessary).

DEVIATIONS YES\_\_\_\_ NO\_\_\_\_

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**Bidder Contact Information:**

_____ Signed/	_____ Date
_____ Name (Print)	_____ Telephone
_____ Company Name	_____ Fax Number
_____ Address	_____ Email
_____ City      State      Zip	

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 (specify)	_____

## **BIDDERS LIST**

Tri-County Glass  
[bill@tricountyglass.com](mailto:bill@tricountyglass.com)

Mountain Glass  
[mountainglass@comcast.net](mailto:mountainglass@comcast.net)

Allied Glass  
[alliedglass@comcast.net](mailto:alliedglass@comcast.net)

Godfrey Glass  
[godfreyglass@gmail.com](mailto:godfreyglass@gmail.com)

Clinton Glass  
[greg@clintonglasscompany.com](mailto:greg@clintonglasscompany.com)