



Business

Department

School Administration Building

304 New York Ave

Oak Ridge, Tennessee 37830

Phone (865) 425-9005

Fax (865) 425-9060

Request for Proposal

Description of items/services requested:

The Oak Ridge Schools Board of Education is soliciting proposals **for HVAC Replacement in the ORHS Auditorium (RFP 24-009)**.

General Requirements:

Proposals, bids, or responses will be accepted by the Oak Ridge Schools Business Department no later than **3:00 PM EST, March 7, 2024**. Every document must be enclosed in an envelope clearly marked as a bid document. Two full copies of the proposal must be submitted each with original signatures on both Bid Forms (included in this packet). Any response, bid, or proposal received after the above deadline shall be considered late, and will not be opened or considered. Bid prices must be valid for no less than sixty (60) days from the date of the bid.

All documents shall be submitted to the following address:

Mary Ann Riley, Purchasing Specialist
Re: HVAC Replacement ORHS Auditorium
(RFP 24-009)
Oak Ridge Schools
304 New York Ave
Oak Ridge, TN 37830

SPECIFICATIONS:

Per plan attached:

Date: 1/24/2024

To: Bernie McGraw
Bedinger Consulting Engineers
5641 Merchants Center Blvd; STE A104
Knoxville, TN 37912

RE: Review and Approval Not Required

Auditorium HVAC Replacement at Oak Ridge High School
1450 Oak Ridge Turnpike
Oak Ridge, TN 36830

TFM # 00059
Project # 2024-01-18-01
County: Anderson

Dear Mr. McGraw,

The above referenced project does not require the submission of plans for review and approval by the State Fire Marshal's Office because the project does not meet the definition of construction. Rule 0780-02-03-0.1(1)(b) This determination was based on the information submitted to the plan's submittal portal on 1/19/2024. The submitted information is enclosed.

Subsequent alterations to the plans submitted may invalidate this letter and result in the need for plans to be submitted and approved prior to work being performed. If you have any further questions, please contact me at (615) 253-4790.

Sincerely,



Dennis Rhodes, Plans Examiner II
Codes Enforcement Section

cc: DSFM - Michael Myers, FileNet

Encl: 2-pages

AUDITORIUM HVAC REPLACEMENT AT: OAK RIDGE HIGH SCHOOL

1450 OAK RIDGE TURNPIKE
OAK RIDGE, TENNESSEE

OWNER
CITY OF OAK RIDGE

BCE PROJECT No. 23148
JANUARY 15, 2024

APPLICABLE CODES:

2012 INTERNATIONAL EXISTING BUILDING CODE
2012 INTERNATIONAL FIRE CODE
2012 NFPA 101 LIFE SAFETY CODE
2012 INTERNATIONAL ENERGY CONSERVATION CODE
2017 NATIONAL ELECTRICAL CODE & NFPA 70
2012 INTERNATIONAL FUEL GAS CODE
2012 INTERNATIONAL MECHANICAL CODE
2012 INTERNATIONAL BUILDING CODE

BUILDING INFORMATION:

THE BUILDING IS TYPE IIB, FULLY SPRINKLERED
THE OCCUPANCY TYPE IS EDUCATIONAL EXISTING
THE BUILDING IS 4-STORY
THE MAXIMUM BUILDING HEIGHT IS APPROXIMATELY 45 FT
THERE IS NO NEW CONSTRUCTION
THE EXISTING BUILDING HAS ABOUT 370,000 SQ.FT.

INDEX OF DRAWINGS:

M1 AUDITORIUM PART PLAN - HVAC

SCOPE OF WORK:

THE PROJECT CONSISTS OF THE REPLACEMENT OF FOUR "LIKE-FOR-LIKE" INDOOR WATER SOURCE HEAT PUMPS (WSHPs) AT THE OAK RIDGE HIGH SCHOOL. THE AIRFLOW, CAPACITY & LOCATION OF THE REPLACEMENT WSHPs ARE UNCHANGED. THERE ARE NO NATURAL GAS MODIFICATIONS OR CONNECTIONS IN THIS SCOPE OF WORK



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BCE1946.COM



HVAC SPECIFICATIONS

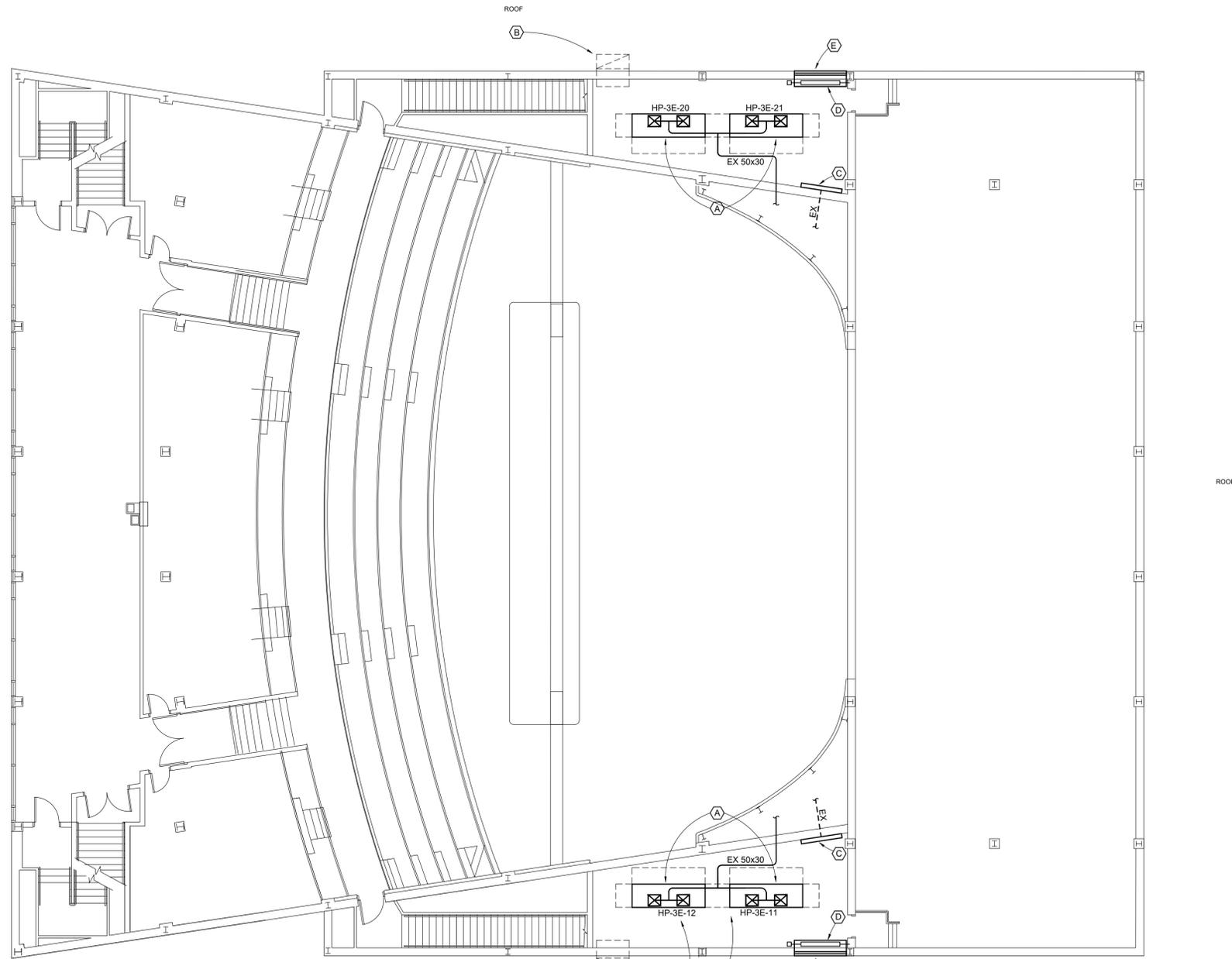
- FURNISH ALL LABOR, MATERIALS AND EQUIPMENT REQUIRED TO REPLACE COMPLETE HEATING AND COOLING SYSTEMS AS INDICATED AND SPECIFIED ON THE DRAWINGS.
- WORK SHALL COMPLY WITH IMC, NFPA, ALL APPLICABLE LAWS, ORDINANCES & CODES OF THE STATE OF TENNESSEE, LOCAL AUTHORITIES HAVING JURISDICTION AND WITH APPLICABLE RULES & REGULATIONS.
- OBTAIN ALL PERMITS & INSPECTIONS REQUIRED FOR THE COMPLETION OF THE WORK & PAY ALL FEES & COSTS IN CONNECTION THEREWITH.
- THE MECHANICAL DRAWINGS ARE GENERALLY DIAGRAMMATIC AND UNLESS SPECIFICALLY DIMENSIONED, THE LOCATIONS OF DUCTWORK AND EQUIPMENT AND THE ROUTING OF DUCTWORK IS APPROXIMATE ONLY AND SHALL NOT BE SCALED FROM THE MECHANICAL DRAWINGS.
- INSTALL ALL EQUIPMENT IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
- SUBMIT TO THE ENGINEER FOR APPROVAL, 10 DAYS AFTER RECEIPT OF NOTICE TO PROCEED WITH THE WORK, A COMPLETE LIST OF MATERIALS, EQUIPMENT AND ACCESSORIES PROPOSED FOR USE, INCLUDING COMPLETE DESCRIPTIONS AND SPECIFICATIONS OF ANY PROPOSED SUBSTITUTIONS, MANUFACTURER'S SHOP DRAWINGS, ROUGHING-IN DRAWINGS, AND ANY OTHER INFORMATION REQUIRED FOR THE PROPER INSTALLATION OF THE WORK. SUBMITTALS SHALL BE IN PDF FORMAT (NO PAPER COPIES).
- ALL DUCTWORK SHALL BE GALVANIZED STEEL FABRICATED ACCORDING TO SMACNA DETAILS. DUCTS SHALL BE SIZE INDICATED ON DRAWINGS (NET INSIDE DIMENSIONS), RIGIDLY BRACED, ADEQUATELY SUPPORTED & SECURELY FASTENED IN PLACE.
- INSULATE ALL NEW SHEET METAL SUPPLY AIR DUCTWORK WITH 2.2" THICK OWENS-CORNING ASW DUCTWRAP. THOROUGHLY TAPE ALL JOINTS AND SEAMS.
- INSULATE EXPOSED SHEET METAL COVERS OF EXTERIOR WALL OPENINGS OR LOUVERS AS NOTED ON THE DRAWINGS WITH 2" THICK POLYISOCYANURATE FOIL FACED BOARD RMAX THERMASHEATH-3 (INSTALLED R-VALUE 13.1).
- RECTANGULAR MOTORIZED DUCT DAMPERS SHALL BE GREENHECK MODEL VCD-23, OR EQUAL, WITH A LEAKAGE RATE NOT GREATER THAN 4.0 CFM PER FT² AT 1.0 INCHES WG.
- LOUVERS SHALL BE GREENHECK MODEL ESD-403 HIGH PERFORMANCE, DRAINABLE BLADE, STATIONARY, EXTRUDED ALUMINUM LOUVER. LOUVERS SHALL HAVE A 4" DEEP EXTRUDED ALUMINUM FRAME AND DRAINABLE BLADES POSITIONED AT 37 DEGREE AND 45 DEGREE ANGLES ON 4" CENTERS. LOUVERS SHALL PASS 500 FPM FREE AREA VELOCITY WITH NOT MORE THAN .04 INCHES OF WATER GAUGE PRESSURE DROP AND BEAR THE AMCA CERTIFIED RATINGS SEAL FOR BOTH AIR PERFORMANCE AND WATER PENETRATION. EXPANDED ALUMINUM BIRD SCREEN IN REMOVABLE FRAME SHALL BE INSTALLED ON THE INSIDE OF ALL LOUVERS. LOUVERS SHALL HAVE A KYNAR FINISH WITH COLOR AS SELECTED BY THE ARCHITECT.
- CIRCULATING LOOP WATER PIPING & CONDENSATE PIPING SHALL BE TYPE L, HARD DRAWN, SEAMLESS COPPER TUBING WITH WROUGHT COPPER, SOLDER JOINT-TYPE FITTINGS, ANSI B16.22. ELBOWS ARE TO BE LONG RADIUS PATTERN. SOLDER SHALL BE 95-5 TYPE.
- WHEN THE INSTALLATION IS COMPLETE, IT SHALL BE RUN & ADJUSTED BY THE CONTRACTOR. ANY EXCESSIVE NOISE OR VIBRATION SHALL BE CORRECTED.
- SUBMIT WRITTEN AIR BALANCE REPORT TO THE ENGINEER A MINIMUM OF 10 DAYS PRIOR TO THE FINAL INSPECTION. THE AIR BALANCE CONTRACTOR SHALL BE AABC OR NEBB CERTIFIED.
- THE CONTRACTOR SHALL INSTRUCT THE OWNER IN THE OPERATION OF EQUIPMENT & PROVIDE THE OWNER WITH A COMPLETE SET OF OPERATING INSTRUCTIONS FOR EQUIPMENT INSTALLED UNDER HIS CONTRACT.
- THE WORK SHALL BE GUARANTEED AGAINST ALL DEFECTIVE MATERIALS & EQUIPMENT FOR A PERIOD OF ONE YEAR AFTER ACCEPTANCE. THE CONTRACTOR SHALL MAKE ALL NECESSARY CORRECTIONS WITHOUT COST TO THE OWNER.

REFERENCE NOTES

- (A) REMOVE EXISTING WATER SOURCE HEAT PUMPS & INSTALL REPLACEMENT UNITS IN SAME LOCATION - RECONNECT TO EXISTING SUPPLY DUCT AS REQ'D - EXISTING SUPPLY DUCTWORK SIZES & LOCATION TAKEN FROM EXISTING DRAWINGS - RECONNECT TO EXISTING LOOP WATER PIPING (EXISTING FLEXIBLE HOSES, CIRCUIT SETTERS, STRAINERS, VALVES, ETC MAY BE REUSED - IF REPLACED, THEY SHALL BE MATCH EXISTING) - EXTEND PIPING IF REQ'D - ENLARGE EXISTING CONCRETE HOUSEKEEPING PAD AS REQ'D - FIELD VERIFY EXISTING CONDITIONS
- (B) PER OWNER'S REQUEST, REMOVE EXISTING DUCTWORK THRU EXTERIOR WALL IN ITS ENTIRETY THIS AREA (EXISTING DUCTWORK WAS SEALED & ABANDONED IN PLACE A LONG TIME AGO) - COVER OPENING IN EXTERIOR WALL WITH WATERTIGHT SHEET METAL COVER FLUSH WITH BRICK WALL, PAINT EXTERIOR WITH COLOR TO MATCH BRICK, INSULATE INTERIOR OF SHEET METAL COVER PER SPECS
- (C) CUT & REMOVE EXISTING RA DUCT STUBBED INTO ROOM SO THAT ONLY ABOUT 6" OF THE ROUND PORTION REMAINS; COVER OPENING WITH QUARTER INCH HARDWARE CLOTH & COVER ANY SHARP EDGES; EXISTING DRAWINGS INDICATE RA DUCT IS 86x36 BUT LIMITED FIELD OBSERVATIONS INDICATE DUCT STUB-IN IS ABOUT 60" ROUND - FIELD VERIFY EXISTING CONDITIONS
- (D) FURNISH & INSTALL MODULATING MOTORIZED DAMPER ON LOWER 16" OF THE OPENING - COVER REMAINDER OF OPENING WITH SHEET METAL & INSULATE FACE WITH 2" THICK POLYISOCYANURATE FOIL FACED BOARD PER SPECIFICATIONS - CONTROLS FOR DAMPER BY OWNER - RELOCATE ELECTRICAL CONDUIT, WIRING & SWITCHES AS REQ'D - FIELD VERIFY
- (E) REMOVE EXISTING DUCTWORK THRU EXTERIOR WALL IN ITS ENTIRETY THIS AREA (EXISTING DUCTWORK WAS SEALED & APPEARS TO HAVE BEEN ABANDONED IN PLACE A LONG TIME AGO)
- ENLARGE EXISTING OPENING AS REQ'D FOR REMOVAL OF EXISTING HVAC UNITS & INSTALLATION OF NEW UNITS (EXISTING OPENING IS ABOUT 76" WIDE - FIELD VERIFY)
 - INSTALL STEEL LINTELS IN BLOCK & BRICK OPENINGS IF NO LINTELS EXIST NOW (FIELD VERIFY)
 - INSTALL FULL SIZE LOUVER IN OPENING AFTER NEW HVAC UNITS ARE INSTALLED; SEAL LOUVER INSTALLATION WATERTIGHT AT EXTERIOR - THE BOTTOM OF THE NEW OPENING SHALL BE NO LESS THAN 8" ABOVE TOP OF ROOF FLASHING

GENERAL NOTES

- CONTROLS BY OWNER
- LOOP PIPING BAG FILTERS CURRENTLY LOCATED IN ONE OF THE MECHANICAL ROOMS SHALL BE REMOVED BY THE OWNER PRIOR TO WORK BY CONTRACTOR
- EACH OF THE MECHANICAL ROOMS ARE CURRENTLY USED AS A RETURN AIR PLENUM & THIS CONDITION WILL REMAIN
- THE EXISTING UNITS HAVE NO ECONOMIZERS & THIS CONDITION WILL REMAIN IN THIS "LIKE-FOR-LIKE" REPLACEMENT
- EXTEND & RECONNECT THE EXISTING CONDENSATE LINES AS REQ'D (EXISTING CONDENSATE LINES ARE COPPER & EXTEND THRU EXTERIOR WALL & SPILL ON ROOF)
- THE CONTRACTOR SHALL PHOTOGRAPH THE CONDITION OF THE EXISTING ROOF WITH THE OWNER PRIOR TO CONSTRUCTION; THE CONTRACTOR SHALL PROTECT THE ROOF FROM DAMAGE DURING CONSTRUCTION & WILL BE RESPONSIBLE FOR ANY & ALL DAMAGE TO THE ROOF CAUSED BY REMOVAL OF EXISTING UNITS & INSTALLATION OF NEW.
- THE CONTRACTOR SHALL REMOVE ALL EXISTING & NEW DEBRIS FROM THE MECHANICAL ROOMS
- THE CONTRACTOR SHALL SEAL AROUND EXISTING PIPE PENETRATIONS OF EACH MECHANICAL ROOM WITH FIBERGLASS INSULATION; FOR EXISTING OPENINGS WITH NO PIPES, ANY OPENING SHALL BE COVERED WITH 18 GAUGE SHEET METAL SECURED WITH SCREWS.
- THE INTENT IS FOR THE EXISTING UNITS TO BE REMOVED & THE NEW UNITS INSTALLED VIA NEW ENLARGED WALL OPENING AS DESCRIBED HEREIN. AT LEAST ONE OF THE 3 LISTED MANUFACTURERS OFFERS A "TAKE-APART" VERSION WHICH MAY BE USED IF THE CONTRACTOR DESIRES TO REMOVE THE OLD & INSTALL THE NEW UNITS THRU THE INSIDE OF THE BUILDING; IF THIS OPTION IS USED, A NEW OA OPENING WITH LOUVER & MOTORIZED DAMPER IS STILL REQ'D & SHALL BE FULL WIDTH OF EXISTING OPENING & NO LESS THAN 16" HIGH - FIELD VERIFY EXISTING CONDITIONS BEFORE BIDDING THE PROJECT AS THE BACK STAGE AREA MUST BE CROSSED & PROTECTED AS DESCRIBED FOR THE ROOF PROTECTION; ALSO, IT IS NOT READILY OBVIOUS THAT EQUIPMENT CAN BE MOVED FROM BACKSTAGE TO THE MEZZANINE DUE TO NUMEROUS STAGE CABLES - FIELD VERIFY.



TRUE NORTH
1/8"=1'-0"

PARTIAL FLOOR PLAN - HVAC

DUCT LEGEND

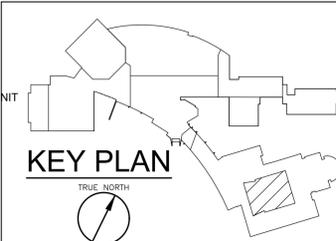
- > SUPPLY DUCT
- - -> RETURN DUCT

WATER SOURCE HEAT PUMP SCHEDULE

MARK	CFM	CFM OA	APPROX. EXT. STATIC PRESS. (INCHES WG)	MIN MOTOR HP	FLOW RATE (GPM)	MAXIMUM WATER PRESSURE DROP (FT OF WATER)	COOLING CAPACITY		HEATING CAPACITY (MBH)	HEAT OF REJECTION (MBH)	HEAT OF ADSORPTION (MBH)	OPER. WEIGHT (LBS)	MIN EER	MIN COP	MCA	MOCp	CLIMATE MASTER MODEL NO.
							SENSIBLE (MBH)	TOTAL (MBH)									
HP-3E-11	8000	1000	1.80	5	56	14.6	186.0	234.6	222.5	288.1	167.7	1446	14.5	3.9	44.6	60	TLV-240
HP-3E-12	8000	1000	1.80	5	56	14.6	186.0	234.6	222.5	288.1	167.7	1446	14.5	3.9	44.6	60	TLV-240
HP-3E-20	8000	1000	1.80	5	56	14.6	186.0	234.6	222.5	288.1	167.7	1446	14.5	3.9	44.6	60	TLV-240
HP-3E-21	8000	1000	1.80	5	56	14.6	186.0	234.6	222.5	288.1	167.7	1446	14.5	3.9	44.6	60	TLV-240

NOTES:

- COOLING RATINGS FOR 81.0/66.0 EAT & 77 EWT; HEATING RATINGS FOR 68 EAT & 45 EWT EXTERNAL STATIC PRESSURE DROP PER EXISTING DRAWINGS; THESE CONDITIONS MATCH EXISTING DRAWINGS
- RATINGS FOR 480V - 3Ø (VERIFY VOLTAGE)
- FURNISH & INSTALL SMOKE DETECTOR IN RETURN OF UNIT TO STOP AIR UNIT AS PER THE INTERNATIONAL MECH. CODE; EXISTING DETECTOR MAY BE REUSED IF IN GOOD CONDITION BUT SHALL BE RELOCATED TO THE RA INLET ON EACH UNIT
- FURNISH & INSTALL SMOKE DETECTOR IN SUPPLY OF UNIT TO STOP AIR UNIT AS PER NFPA 90A; EXISTING DETECTOR MAY REMAIN & BE REUSED IF IN GOOD CONDITION
- THE CONTRACTOR SHALL FURNISH & INSTALL ANY NEW SMOKE DETECTORS THAT MAY BE REQ'D - DETECTORS SHALL MATCH EXISTING & BE CONNECTED TO THE BUILDING FIRE ALARM SYSTEM
- FIELD VERIFY EXISTING ELECTRICAL CONNECTIONS & MAKE ANY CHANGES TO THE EXISTING ELECTRICAL SYSTEM AS REQ'D FOR CONNECTION OF THE NEW UNITS
- WEIGHT OF EXISTING UNIT PER 2012 CATALOG DATA IS 1350 LBS.



BEDINGER CONSULTING ENGINEERS
5641 MERCHANTS CENTER BLVD, STE A104
KNOXVILLE, TENNESSEE 37912
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BCE19146.COM



AUDITORIUM HVAC REPLACEMENT AT:
OAK RIDGE HIGH SCHOOL
1450 Oak Ridge Turnpike, Oak Ridge, TN

DESIGNED BY: BMc
DRAWN BY: BMc
CHECKED BY: DB
DATE: JAN 15, 2024
PROJECT NO: 23148

M1

Submission Requirements:

1. A detailed bid form, which includes quantity and unit cost must be included in the bid package. Please include specification sheets on all products/terms.
2. **Two full copies of the proposal must be submitted**, with original Bid Forms included with each copy.
3. A detailed description of all warranties and support for equipment and software must be included.
4. Any license and renewal costs (if any) shall be included in notes on the Bid Form. Specifically, anticipated annually recurring costs for maintenance, support, software updates and upgrades, if any, must be listed.
5. The amount listed on the Bid Form should reflect the **total implementation costs** of this project as submitted.
6. A copy of your W-9 should be included with bid documents.
7. Any questions should be directed to Mary Ann Riley via email: orspurchasing@ortn.edu

Schedule:

1. **There will be a mandatory walk-thru on Wednesday, February 21, 2024 at 2:00pm. Please meet at the entrance to Oak Ridge High School, 1450 Oak Ridge Turnpike, Oak Ridge, TN 37830.**
2. Sealed bids will be opened at the School Administration Building, 304 New York Avenue, Oak Ridge, TN 37830 at **3:00 PM EST March 7, 2024.**
3. All work must be completed by July 12, 2024.

Bidding Procedures

Location: All bids must be submitted to the Oak Ridge Schools Business Department at or before the announced deadline.

Mary Ann Riley,
Purchasing Specialist
HVAC Replacement ORHS
Auditorium (RFP 24-009)
304 New York Ave.
Oak Ridge, TN 37830

Award of Contract: The owner (Oak Ridge Schools) further reserves the right to reject any and all bids, to waive any and all informalities and to negotiate contract terms with the successful bidder, and the right to disregard all non-conforming, non-responsive, or conditional bids. Oak Ridge Schools may conduct such investigations, as it deems necessary, to assist in the evaluation of any bid to establish the responsibility, qualifications, and financial ability of the bidder, proposed sub-contractors and other persons and organizations to perform the work in accordance with the contract documents to the bidder who does not pass any such evaluation to the owner's satisfaction. The contract shall be awarded to the bidder, whose evaluation by the owner indicates to the owner that the award will be in the best interest of Oak Ridge Schools. It is also understood that the "apparent low bidder" will be announced at the bid opening; however, the "successful bidder," who may or may not be the lowest bidder, will not be announced until all issues, which include, but are not limited to quality, service, conformity to specifications, etc. have been resolved and until a period of review has been completed by the owner. Price will be the primary factor when determining the successful bidder assuming all bid specifications are met. Oak Ridge Schools does not enter into contracts that provide for mediation or arbitration. The owner (Oak Ridge Schools) further reserves the right to reject any and all bids, to waive any and all informalities, and to negotiate contract terms with the successful bidder (e.g., product line-item deletions or adjustments), and the right to disregard all non-conforming, non-responsive, or conditional bids.

Bid Document: For certain projects the Owner will supply a bid form to be completed by the bidder. When such forms are issued, only bids returned with the proper forms will be accepted. Envelopes must be sealed and marked as a bid document. Any bid may be withdrawn prior to the date and time as set forth in the "bid invitation."

Criminal Background Compliance: Bidders shall be required to complete the attached Criminal Background Compliance Affidavit Form in compliance with the provisions of Tennessee Code Annotated 49-5-413.

EDGAR Certification: The EDGAR certifications and provisions are required and applied when Oak Ridge Schools expends federal funds for any contract resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District and the District's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

Errors in Bids: When an error is made in extending total prices, the unit bid price will govern. Carelessness in quoting prices or in preparation of bid otherwise, will not relieve the bidder. Erasures or changes to bids must be initialed. Any alteration, erasure, addition to or omission of required information, change of the specifications, or bidding schedule, is made at the risk of the bidder.

Facsimile transmissions: Electronic transmissions will not be accepted, except when in the course of the bidding process addendums or other notifications of errors on behalf of the owner places an undue hardship upon prospective bidders. Written notification by the owner must precede the acceptance of Facsimile transmissions.

Hold Harmless Agreement: Bidders shall be required to complete the attached Hold Harmless Agreement.

Laws and Regulations: The bidder's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

Legal Issues: Contracts with Oak Ridge Schools will be subject to the laws of Tennessee. Disputes will be tried in the State of Tennessee and in the Court of Anderson County. Bids will be denied if these provisions are not included in the contract.

Non-Boycott of Israel Affidavit: Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et seq.), by submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/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 supplier is not boycotting Israel pursuant to TCA 12-4-1 and will not during the term of any award. Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

Non-Collusion Affidavit: Bidder shall be required to complete the attached Non-Collusion Affidavit.

Payments: Invoices that are submitted by the awarded bidder are required to provide accurate and current addresses. Payment terms shall be specified in the bid response, including any discounts for early payment. The Oak Ridge Schools Business Department discourages the practice of picking up checks in person unless there is an emergency situation.

Purchase: No purchase or contract is authorized or valid until the issuance of a Purchase Order from Oak Ridge Schools and the Board of Education approval of project in accordance with Oak Ridge Schools Policy. No employee is authorized to purchase equipment, supplies or services prior to the issuance of such Purchase Order and Board of Education approval.

Sub-contracts: The Bidder is specifically advised that any person, firm, or other party to whom it is proposed to award a sub-contract under this contract must be acceptable to the Owner.

Subcontractors and employees: If work is to be performed during regular school hours when children are present, the BOE reserves the right to require background checks, dress codes, and certain ethical standards of all employees on school property.

Taxes: Oak Ridge Schools is tax exempt.

Tie Bids: If two or more bidders submit identical bids and is equally qualified; selection shall be made at the discretion of the owner.

Title VI of the Civil Rights Act of 1964: All interested parties, without regard of race, color, or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Title VI states "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity receiving Federal financial assistance." Oak Ridge Schools strives to protect individuals' civil rights through active compliance with the requirements of Title VI.

Vendor Indemnify: Oak Ridge Schools will indemnify vendor to the extent Tennessee law allows.

Warranty: The vendor shall provide warranty information on the equipment, components and items bid with the bid submittal.

Bid Form

Owner: Oak Ridge Schools Board of Education
Mary Ann Riley, Purchasing Specialist
School Administration Building
304 New York Ave
Oak Ridge, TN 37830

Project: **HVAC Replacement ORHS Auditorium
RFP 24-009**

Bid Opening: **3:00 PM EST, March 7, 2024**

Company Name: _____

Address: _____

Phone Number: _____

Email: _____

Signature: _____

Title: _____

Date: _____

Main Bid: ***This price is to be for the complete specified equipment and installation as outlined within this RFP 24-009. ALL COSTS ARE TO BE INCLUDED IN THE FINAL PRICE.***

Bid Amount:
HVAC ORHS Auditorium \$ _____ USD
To be completed by 7/12/2024

Please attach detailed specification

HOLD HARMLESS AGREEMENT

This Hold Harmless Agreement is between _____

Name of Contractor

(Hereinafter Contractor), and Oak Ridge Schools named in this bid.

Contractor agrees that as a condition precedent to "Contractor" being awarded a contract from Oak Ridge Schools, "Contractor" agrees to indemnify, protect, defend, and hold harmless Oak Ridge Schools, its Board Members, agents, and employees from all judgments, claims, demands for payment, suits or actions of every nature and description brought against Oak Ridge Schools, its Board Members, agents, and employees alleging injuries or damages sustained by any person arising out of or in the course of "Contractor's" providing goods or services to Oak Ridge Schools.

Name of Contractor: _____

By: _____

Title: _____

STATE OF _____

County of _____

_____ personally appeared before me, the undersigned, with whom I am personally acquainted and who, upon oath, acknowledged that he/she/it executed the within instrument for the purposes therein contained, and who further acknowledge that he/she/it is authorized to execute this interment on behalf of

_____.

Signature

Witness by hand and Notaries seal at office this _____ day of _____, year of _____.

Notary Public

My Commission Expires: _____

NON-COLLUSION AFFIDAVIT

NON-COLLUSION AFFIDAVIT TO BE EXECUTED
BY CONTRACTOR

State of _____

County of _____

_____, being first duly sworn, deposes and says that he or she is of the party making the foregoing bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder neither possesses a business relationship with any employee of the District which may be involved in the award or administration of the project nor has received or solicited either directly or indirectly any inside information from an employee of the District which would give the bidder an advantage over any other bidder; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or any interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Subscribed and sworn to (or affirmed) before me this _____ day

of _____, _____.

Signature of Officer

Notary Signature

Typed Name of Officer

Office

Notary Seal

WARNING! PROPOSALS WILL NOT BE CONSIDERED UNLESS THIS AFFIDAVIT IS COMPLETED AND EXECUTED, INCLUDING THE AFFIDAVIT OF THE NOTARY AND THE NOTORIAL SEAL.

IRAN DIVESTMENT ACT REQUIREMENTS

Pursuant to Tennessee Code Annotated § 12-12-106 (as enacted by Chapter 817 of the Public Acts of 2016) the chief procurement officer for the State of Tennessee shall publish a list of persons determined to be engaging in investment activities in Iran. The list is posted on the website of the Tennessee General Services Department's Central Procurement Office*. When competitive bidding is required, Tennessee Code Annotated § 12-12-111 requires every bid or proposal submitted to a local government for goods or services to include the following statement, subscribed or affirmed by the bidder as true under the penalty of perjury:

CERTIFICATION

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

Signature

Date

Printed Name

Title

Name of Firm/Company

*https://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Annotation_12-12-106_Iran_Divestment_Act-July.pdf

CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an Employer contracting with the Oak Ridge School Board of Education to provide services having direct contact with children or access to grounds of an Oak Ridge public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereafter 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. § 49-5-413 as amended effective September 1, 2007, for entities entering into contracts with a local board of education where the Company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.

3. The Company is in compliance with the terms of T.C.A. § 49-5-413.

Further affiant saith naught.
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 he/she is the _____ of _____ and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20_____.

Notary Public

My commission expires: _____

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with Oak Ridge School District to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereafter 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 the terms of T.C.A. § 50-9-113.

Further affiant saith naught.

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 he/she is the _____ of _____ and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20____.

Notary Public: _____

My commission expires _____