

CEILING GRID AND TILE

OBION COUNTY BOARD OF EDUCATION

OFFICE BUILDING

**1700 North Fifth St. ext
Union City, Tennessee**

The Obion County Board of Education is now accepting bids for all materials and all labor necessary to install new ceiling tile grid and panels at the above location. Base bid is to be based on new 15/16" grid and USG #2120 regular tile. Also required as part of scope is the installation of replacement tile in existing grid in four existing restrooms. Complete specifications are as follows.

LOCAL CONDITIONS

It is required that any bidder submitting a bid for this project shall make an appointment, and observe all local conditions for consideration of their bid.

ANY QUESTIONS OR CLARIFICATIONS REGARDING THIS PROJECT MAY BE ADDRESSED TO, OR TO SCHEDULE AN OBSERVATION OF LOCAL CONDITIONS, PLEASE CONTACT:

TOMMY VICTORY
(731) 592-1582

OR

PHIL GRAHAM
(731) 536-4226
grahamp@k12tn.net

DEFINITIONS

1. A bid is a complete and properly signed proposal to do the work or designed portion thereof for the sum stipulated therein supported by data called for by the bidding documents.
2. Base bid is the sum stated in the bid for which the bidder offers to perform the work described as the base, to which work may be added or deducted for the sums stated in the alternate bids.
3. An alternate bid is an amount stated in the bid to be added to or deducted from the amount of the base bid if the corresponding change in project scope, materials, or methods of construction described in the bidding documents is accepted.
4. A price is an amount stated in the bid as a price per unit of measurements for materials or services as described in the contract documents.

PROTECTION OF PERSONS AND PROPERTY

The successful contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work. The contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury, or loss to:

1. All employees on the work
2. All the work, all materials, and equipment to be incorporated therein.
3. All other employees, students, and guest at the job site.
4. Other property at the site or adjacent thereto.

INSURANCE

The successful bidder shall purchase and maintain insurance for the protection from claims which may arise out of or the result from the contractors operation as part of this project, whether such operations be by the contractor or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable.

1. Claims under workers or workmen's compensation, disability benefit or other similar employee benefit act.
2. Claims for damages because of bodily injury, occupational sickness or disease, or death of the contractors employees
3. Claims for damages because of bodily injury, sickness or disease or death of any person other than the contractors employees
4. Claims for damages insured by usual personal injury liability coverage which are sustained by any person as a result of a offence directly or indirectly related to the employment of such persons by the contractor or by any other person
5. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.
6. Claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.

The insurance required above shall be written for not less than any limits of liability required by law.

Certificates of insurance shall be submitted to the owner prior to commencement of the work. These Certificates shall contain a provision that coverages afforded under the policies will not be canceled until at least thirty days prior written notice has been given to the owner.

BIDDER REPRESENTATION

Each bidder by submitting their bid represents that:

1. They have read and understand the project documents and their bid is based in accordance thereof.
2. A representative of the bidder has visited the site and familiarized themselves with the local conditions under which the work is to be performed.
3. Their bid is based upon the materials, systems and equipment described in the project documents without exception.

PROCEDURES

1. Bids are to be submitted in **duplicate**.
2. Bidder may list any voluntary alternatives on a separate bid form.
3. All copies of the bid shall be enclosed in a sealed envelope. The envelope shall be addressed to the owner, and identified with the words "**BID ENCLOSED CEILING GRID AND TILE, 1700 n. 5th St.**" plainly written on the face thereof.
4. Bids are to be filled in by typewriter or manually in ink.
5. Bids are to be submitted to:
OBION COUNTY BOARD of EDUCATION
316 SOUTH THIRD STREET
UNION CITY, TENN. 38261
6. Bids are to be received by **Dec. 19, 2012 at 11am**.
7. Bids will be opened immediately thereafter, at the above location.
8. The owner retains the right to reject any or all bids, especially those that appear irregular or inconsistent in content.
9. It is the intent of the owner to award this project to the lowest reasonable bidder, provided the bid has been submitted in accordance with the requirements of this document, is judged to be reasonable, and does not exceed the funds available for this project.

GENERAL CONDITIONS

OWNER: The owner is the person or entity identified as such in the owner-contractor agreement and is referred to throughout as if singular in number and masculine in gender. The term owner means the owner or his authorized representative.

The owner shall furnish information or services under the owners control with reasonable promptness to avoid delay in the orderly progress of the work.

If the contractor fails to correct defective work or persistently fails to carry out the work in accordance with the contract documents, the owner, by written order signed personally or by an agent of owner, may order the contractor to stop work, or any portion thereof, until cause of such order has been eliminated.

If the contractor defaults, or neglects to carry out the work in accordance with the contract documents and fails within seven days after receipt of written notice from the owner to commence and continue such corrections, the owner may make good such differences. In such case an appropriate change order shall be issued deducting from payments then and thereafter due the contractor the cost of correcting such deficiencies.

The contractor is the person or entity identified as such in the owner-contractor agreement and is referred to throughout the contract documents as if singular in number and masculine in gender. The term contractor means the contractor or his authorized representative.

Unless otherwise provided in the contract documents, the contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, transportation, and other facilities and services necessary for the proper execution and completion of work.

The contractor shall at all times enforce strict discipline and good order among his employees, in particular while children are present.

The contractor warrants to the owner that all materials and equipment furnished under this contract will be new unless otherwise specified, and that all work will be of good quality. The warranty period shall be for one year from the acceptance of the completed work. All extended warranties offered by the manufacturer shall be effective until such limits expressed by the manufacturer have expired.

The contractor shall pay all sales, consumer, use, and other similar taxes for the work or portions thereof.

The contractor, upon being awarded the contract, shall submit for the owner's information an estimated progress schedule for the work.

The contractor, upon acceptance of his proposal, will honor this project completion date of ___ - ___ - _____. If the contractor is unable to comply with this completion date, without proper documented justification to the owner's satisfaction, he will forfeit payments not to exceed 1% (one percent) of the total proposal per day.

The contractor shall be responsible for all cutting, fitting, or patching that may be required to complete the work or to make its several parts fit together properly.

CLEANUP

Refuse and debris accumulating from work required as part of this project be regularly removed from the job site by the contractor and before final acceptance of this project by the owner.

If the contractor fails to clean up at the completion of the work, the owner may do so and the cost thereof deducted from payment to the contractor.

CHANGES IN WORK

1. A change order is a written order from the contractor, signed by the owner authorizing a change in the work or an adjustment in the contract sum. The contract sum may be changed only by a change order. A change order signed by the contractor and the owner indicates their agreement therewith, including the adjustment in the contract price.
2. The owner, without invalidating the contract, may order changes in the work within the general scope of the contract consisting of additions, deletions, or other revisions, the contract sum being adjusted accordingly. All such changes shall be authorized by a change order, and shall be performed under the applicable conditions of the contract documents.
3. The owner will have the authority to order minor changes in the work not involving an adjustment in the contract sum. Such changes shall be effected by written order and shall be binding to the owner and contractor

UTILITIES

The successful bidder shall be responsible for the location of all underground utilities. Any utilities that have to be re-located or repaired as a result of this contract will be the responsibility of the contractor. The Board of Education shall be held harmless of liability in case of any damages.

GENERAL

The owner shall supply necessary water and electricity for installation. The owner shall permit the use of toilet and wash-up facilities.

QUALITY STANDARDS OF INSTALLATION

Upon completion of project, representatives of the Owner, Contractor, and Manufacturer prior to acceptance by the owner shall inspect the installation

The use of "Brand names, Trademarks, and Professional Services" is to establish a minimum standard of quality.

PAYMENT OF CONTRACT (BACKSTOP RELOCATION)

The owner upon final acceptance of this scope by the owner will pay a payment of 100% of the contract amount to the contractor

No partial payments for labor or material will be made on this scope.

LOCAL CONDITIONS

It is required that any bidder submitting a bid for this project shall make an appointment, and observe all local conditions for consideration of their bid.

Bid Form

Date:

To: Obion County Board of Education
316 South Third Street
Union City, Tennessee 38261

From: (Name of Bidder)
(Address of Bidder)
(City, State, and Zip code)

For: Ceiling grid and Tile Installation
Office Building 1700 N. 5th St.
Union City, Tennessee

The undersigned, as Bidder, hereby declares that the only person, or persons, interested in the Bid as principal or principals, is or are, named herein and that no other person than herein mentioned has any interest in this Bid or in the contract to be entered into; that this Bid is made without connection with any other person, company or parties, making a bid, and it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the places where the work is to be done, that he has examined the drawings and the project manual for the work and the Contract Documents relative to the Work to be performed and that this bid is based upon thereon, without exception.

The Bidder may list voluntary alternates on the second page of this form.

The bids shall be submitted in **duplicate**. All bids shall be enclosed in a sealed envelope. The envelope shall be addressed to the owner, and identified with the words "BID ENCLOSED, CEILING GRID AND TILE, 1700 N. 5th St." plainly written on the face thereof.

Bids shall be filled in by typewriter or manually in ink.

The bidder, if awarded a contract, and assuming receiving a Notice of Award or a Notice to Proceed within 10 calendar days of the bid date hereby agrees to commence work under this contract on or before the date specified herein and to achieve Substantial Completion of the project on or before _____ calendar days..

The bidder agrees to perform all of the work described in the Construction Documents for a lump sum price of: _____ dollars.
(written amount)

\$ _____
(numerical amount)

Bidder further certifies that: (One must be checked)

____ All specifications are met as prescribed herein.

____ Alternate items and specs are attached and described as required herein.

VOLUNTARY ALTERNATES

Voluntary Alternate #1: Add \$ _____ Deduct \$ _____
(description of alternate)

Voluntary Alternate #2 Add \$ _____ Deduct \$ _____
(description of alternate)

The Bidder agrees that his bid may not be withdrawn for a period of 60 calendar days after the scheduled closing time for receiving bids.

The Bidder acknowledges by his signature that the Owner reserves the right to reject any and all bids, to evaluate bids and to accept any bid or bids which, in his opinion, may be in the best interest of the Owner, especially those that appear irregular and/or inconsistent in content.

The Undersigned hereby affirms and states that the prices quoted herein constitute the gross total cost for the work involved in the respective items and that this cost also includes taxes, insurance, royalties, transportation charges, use of tools and equipment, superintendents, overhead, profits and other work, services, and conditions necessarily involved in the work done and the materials furnished, in accordance with the requirements of the contract.

Acknowledge receipt of the following Addenda to the Contract Documents

Addendum #1 _____ date _____

Addendum #2 _____ date _____

After Notice to Proceed is received, the Bidder will immediately begin and complete our work within the specified contract time.

By: _____
(signature)

Title: _____

Date: _____

Firm Name:

State of Incorporation

Mailing address:
(P.O. Box and/or street address)
(City)
(State)
(Zip Code)

Telephone Number:
Fax Number:

Contractors License No.:

Expiration Date: