

## INVITATION TO BID

Sealed bids for the following project will be received by the Procurement Manager until 4:00 P.M., Eastern Time, May 2, 2023, and at that time opened in Conference Room 436, 415 Broad Street, Kingsport, TN. All bids will be considered for award or rejection at a later date.

PROJECT: Robinson Middle School HVAC Replacement

Copies of the bid documents in PDF format as downloaded files may be obtained from the office of the Engineer, Holston Engineering 301 Montgomery Street, Johnson City TN 37604. Potential Bidders may request bid documents by email request to [Derwin.Cartmel@holsteng.com](mailto:Derwin.Cartmel@holsteng.com). Potential Bidders are granted a limited license to print and copy the PDF files for the purpose of preparing Bids.

Copies of the documents will be available for review at the office of the Engineer and at the following locations:

Knoxville Builders Exchange  
300 Clark Street  
Knoxville, TN 37921

AGC Plan Room  
249 Neal Drive  
Blountville, TN 37617

A Pre-Bid Conference will be held at the project site, 1517 Jesse Street, Kingsport, TN 37664, on Thursday, April 20, 2023 at 3:00 PM.

All questions regarding this project need to be submitted in writing via email to the project Engineer: Derwin Cartmel PE at [Derwin.Cartmel@holsteng.com](mailto:Derwin.Cartmel@holsteng.com). All questions must be submitted no later than Tuesday, April 25, 2023 close of business and any addendum items needed will be issued no later than Wednesday, April 26, 2023.

A bid bond or certified check in an amount equal to five percent (5%) of the total of the bid is required. Certified checks should be made payable to City Treasurer, City of Kingsport. The successful bidder will be required to execute acceptable Performance and Payment Bonds in an amount equal to one hundred (100%) percent of the contract price.

This project is funded by an Elementary and Secondary School Emergency Relief Fund (ESSER) grant which are federal funds administered by the Tennessee Department of Education. Federal regulations as identified herein must be adhered to in the performance of this project.

All bidders must be licensed Contractors as required by the Contractors Licensing Act of 1994 (TCA Title 62, Chapter 6). No bid will be opened unless the outside of the sealed envelope containing the bid provides the following information: the Contractor's license number, the date of the license's expiration, and a quotation of that part of his classification applying to the bid; the, HVAC, Mechanical, Concrete, Piping and Electrical subcontractor's license number, each date of the license expiration and that part of each classification applying to the bid if the value of work is \$25,000 or greater; if value of the subcontractor's work is less than \$25,000, the bid envelope is to be indicated with the phrase "Subcontractor's bid is less than \$25,000" after each appropriate heading. If no Subcontractors are being used, the outside of the envelope must state, "No Subcontractors are being used on this project". By submission of a signed bid, the bidder certifies total compliance with Title VI and Title VII of the Civil Rights Act of 1964, as amended, and all regulations promulgated thereunder.

No submitted bids may be withdrawn for a period of sixty (60) days after the scheduled closing time for receipt of bids. All bids shall be signed, sealed and addressed to the Procurement Manager, City of Kingsport, 415 Broad St., Kingsport, TN 37660, and marked "Robinson MS HVAC Replacement". The City by its governing regulations reserves the right to accept or reject any or all bids received, to waive any informalities in bidding and to re-advertise.

PUB IT: 04/16/2023

Chris McCartt  
City Manager