# INVITATION TO BID

Sealed bids for the following will be received by the Procurement Manager, City of Kingsport, until **4:00 P.M**., Eastern Time, **November 19, 2026**, and at that time will be publicly opened in City Hall Conference Room 436, 415 Broad Street, Kingsport, TN 37660. If the bid is being delivered by a courier, it can be mailed to 415 Broad Street, Kingsport, TN 37660. All bids will be considered for award or rejection at a later date.

PROJECT: **Phase 2 Renovations for: Bays Mountain Nature Center – Kingsport, TN**

Copies of the bid packet and drawings may be obtained by contacting Clinton Roberts, Architect, via email clinton@grcinc.com or 423-349-7760.

Copies of the Bid documents will also be available for review at the following locations:

AGC Plan Room
https://www.tnagc.org/

Builders Exchange
8351 E Walker Springs Ln, Suite 200
Knoxville, TN 37923

A Pre-bid Meeting will be held at **2:00 P.M**. Eastern Time, **October 29, 2026**. The meeting will be held at the project site: Bays Mountain Nature Center, 853 Bays Mountain Park Road, Kingsport, TN 37660.

All questions regarding this project must be submitted to the Architect via email by **November 13, 2026**. All questions will be answered in an Addendum that will be issued on **November 16, 2026.**

All Minority and Women-Owned contractors are encouraged to participate.

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.

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 Geothermal, HVAC, Masonry, Plumbing, Roofing, 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; ($100,000.00 or greater for Masonry) if value of the subcontractor's work is less than $25,000, ($100,000.00 for Masonry), the bid envelope is to be indicated with the phrase "Subcontractor's bid is less than $25,000" ($100,000.00 for Masonry) 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".

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 Street, Kingsport, TN 37660, and marked *"Phase 2 Renovations for: Bays Mountain Nature Center – Kingsport, TN*". 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: (10.17.26)

Chris McCartt
City Manager