



Invitation to Bid

Mount Carmel Fire & Police Station Parking Lot Paving

ITB# 25-003

Sealed Bid Due Date/Time:
Friday, August 22, 2025, at 10:00 am EST

Assistant City Manager
Town of Mount Carmel
100 E. Main Street
Mount Carmel, Tennessee 37645
(423) 357-7311

tyler.williams@mountcarmeltn.gov

I. **Project Summary**

The Town of Mount Carmel, Tennessee, ("Town"), is soliciting bids from qualified licensed and bonded Firms; Contractors; and/or Consultants ("Contractor") to provide paving in accordance with the specifications set forth below.

II. **Project Schedule**

	<u>Date</u>
Invitation to Bid Advertised	August 11, 2025
Sealed Bids Due	August 22, 2025- 10:00am EST
Anticipated Award	August 28, 2025

III. **Project Requirements**

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 Town of Mount Carmel. The successful bidder will be required to execute acceptable Performance Bonds in an amount equal to one hundred (100%) percent of the contract price. Bid bonds/checks will be returned to unsuccessful bidders once a contract has been executed for the project with the successful bidder. If successful bidder refuses or neglects to execute a written contract and furnish security in the amount required within fifteen (15) days after being notified that the contract has been awarded, the certified check shall be forfeited to the Town as liquidated damages for such neglect or refusal, and the amount so collected shall be paid into the fund set aside for the Town's portion of the cost of the proposed improvement.

All bidders must be licensed Contractors as required by the Contractors Licensing Act of 1994 (TCA Title 62, Chapter 6).

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.

Bids shall be clearly marked and identified on the exterior of the sealed envelope with all the information required by law, including the name of the project, "**MOUNT CARMEL FIRE & POLICE STATION PARKING LOT PAVING**", the bidder's name, address, license number, expiration date and classification.

All bids shall be signed, sealed, and addressed to Tyler Williams, Assistant City Manager/CFO, ITB #25-003, Mount Carmel-City Hall, 100 E. Main Street, P.O. Box 1421, Mount Carmel, Tennessee 37645, and marked as noted above.

No verbal, telephone, e-mail, or fax proposals will be considered. Late proposals will not be considered.

No submitted bids may be withdrawn for a period of sixty (60) days after the scheduled closing time for receipt of bids.

The Town, 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.

IV. Project Scope

Location: 213 Hammond Ave, Mount Carmel, TN 37645

Parking Lot

- 1,500 CY of excavation for drainage
- Demolition of the building slab
- 6" base stone installation (825 Tons)
- 4" 307 A mix installation (550 Tons)
- Parking lot striping
- Concrete Precast Wheel Stops

Please contact Mitch Walker at 423-444-1027 or Jason Salyer at 423-276-6746 with specific questions.

V. Insurance Requirements

The successful contractor shall, within fifteen (15) days after being notified that the contract has been awarded, provide a Certificate of Insurance listing the Town of Mount Carmel as an additional insured. Contractor agrees to be insured for the minimum limits listed below:

Required Coverage	Minimum Limits
Commercial General Liability	\$1,000,000 CSL BI/PD per occurrence \$2 Million annual aggregate
Automobile Liability	\$1,000,000 CSL BI/PD per occurrence \$2 Million annual aggregate
Worker's Compensation And Employer's Liability	Statutory limits of Tennessee \$500,000 accident/disease policy limit

By submitting a bid, Contractor acknowledges the insurance requirements and agrees to defend, indemnify and save harmless the Town of Mount Carmel from any and all claims and suits for injury to persons or property arising out of the performance of the contract caused in any way by the acts or omissions of the contractor or the contractor's agents, employees, or subcontractor during or in connection with the contract work, excepting bodily injury or death or property damage caused by the sole negligence of the owner, its agents or employees.

VI. Open Records

Please note that any and all documents submitted to the Town that are associated with this project are subject to the Tennessee Public Records Act. Access to the record is governed by the Tennessee Public Records Act and the policies of the Town and the Tennessee Comptroller Office of Open Records Counsel.

VII. Complete bid packets must include:

1. Signed Specifications/Cost Sheet
2. Signed Bid Submission Sheet
3. Signed and Notarized Bid Affidavit
4. Signed and Notarized Drug Free Workplace Affidavit (For Contractors with greater than 5 employees)
5. Bid Bond/Certified Check



SPECIFICATIONS/COST SHEET

Location: 213 Hammond Ave, Mount Carmel, TN 37645

Parking Lot

- 1,500 CY of excavation for drainage
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- 6" base stone installation (825 Tons)
- 4" 307 A mix installation (550 Tons)
- Parking lot striping
- Concrete Precast Wheel Stops

TOTAL BID PRICE: \$_____

DATE: _____

SUBMITTED BY: _____

SIGNED: _____



BID SUBMISSION SHEET

BID SUBMITTED BY: _____
(corporation-individual-partnership-joint venture) circle one

By: _____
(Name Type or Print)

Signed: _____
(Authorized Signature)

Attest: _____
(Signature)

Date Submitted: _____

Business Address: _____

Phone: _____

Fax: _____

E-mail: _____

Contractor State License No. _____

Employer's Tax ID No. _____



BID AFFIDAVIT

I, _____, being duly sworn, depose and state that:

(1) I, as Bidder, have submitted the attached bid;

(2) I am fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting, such bid,

(3) Such bid is genuine and is not a collusive or sham bid;

(4) Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has any way colluded, conspired, connived or agreed, directly with any other bidder, firm or person to submit a collusive or sham bid in connection with such Contract, or has in any manner, directly, or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm, or person to fix the price or prices in the attached Bid or of any other bidder, or to fix any overhead, profit, cost element of the Bid Price or the bid Price of any other bidder, or to secure through any collusion, conspiracy, connivance or lawful agreement any advantages against the Town of Mount Carmel, or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any other collusion, conspiracy, or parties in interest, including this affiant.

Further Affiant saith not.

Signature

Title

STATE OF _____
COUNTY OF _____

SWORN TO AND SUBSCRIBED before me, a notary public for the State and

County aforesaid, on this the _____ day of _____, 2025.

Notary Public

My commission expires: _____



DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF _____

COUNTY OF _____

NOW COMES AFFIANT, who being duly sworn, deposes and says:

1. He/She is the principal officer for _____;
2. That the bidding entity has submitted a bid to the Town of Mount Carmel, Tennessee, for the construction of MOUNT CARMEL STREET PAVING PROJECT - FY26.
3. That the bidding entity employs no less than five (5) employees.
4. That Affiant certifies that the bidding entity has in effect, at the time of submission of its bid, a drug-free workplace program that complies with §50-9-113, *Tennessee Code Annotated*.
5. That this affidavit is made on personal knowledge.

Further Affiant saith not.

AFFIANT

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2025.

NOTARY PUBLIC

My commission expires: _____

DRUG-FREE WORKPLACE

If **CONTRACTOR** has five or more employees receiving pay: **CONTRACTOR** shall have a drug-free workplace program that complies with Title 50, Chapter 9 of the Code of Tennessee, shall obtain a certificate of compliance with the applicable portions of the Drug-Free Workplace Act from the Department of Labor and Workforce, and shall provide the Affidavit required by Public Acts, 2000, Chapter 918. **CONTRACTOR** shall ensure that it is in compliance with Public Acts, 2000, Chapter No. 918.

The Town of Mount Carmel complies with Chapter 693 of the Public Acts of 2002 - The Town of Mount Carmel operates a program that provides for testing of certain employees for workplace use of drugs and alcohol. The program is limited to the employees required by federal law to be tested. This law, known as the Omnibus Transportation Employee Testing Act of 1991, primarily covers certain employees who operate vehicles requiring a commercial driver's license or who work on vehicles the operation of which require a commercial driver's license.