



Knoxville Utilities Board

December 7, 2016

Notice to all Prospective Bidders:

RE: KUB CORPORATE SERVICES ROOF REPLACEMENT, CONTROL #00682

The Knoxville Utilities Board will be receiving bids for the referenced project on January 5, 2017 at 2:00 P.M. local time, see project manual for all bidding requirements.

There will be a **Mandatory Pre-bid meeting on December 15, 2016 at 10:00AM** in the Procurement Conference Room at the KUB Hoskins Operations Center, 4505 Middlebrook Pike, Knoxville, TN.

KUB's proposed schedule for this Project is as follows:

- A. Issue documents on December 7, 2016.
- B. A Mandatory Pre-bid meeting on December 15, 2016 at 10:00AM in the Procurement Conference Room at the KUB Hoskins Operations Center, 4505 Middlebrook Pike, Knoxville, TN.
- C. Cut off for questions December 22, 2016 at 2:00PM.
- D. Issue addendum if required December 29, 2016 at 2:00PM.
- E. Bid opening at 2:00PM on January 5, 2017, at KUB Procurement, 4505 Middlebrook Pike, Knoxville, TN.
- F. Notice of Award on or about January 6, 2017.
- G. Notice to Proceed on or about January 16, 2017.
- H. Substantial Completion within 90 days.

All communications concerning this project shall be addressed to the proper individuals identified in section 00330-3 of the Project Manual. Bid Documents may be picked up at the following location Mon-Fri from 8:00AM – 4:00PM.

KUB Procurement
Knoxville Utilities Board, Edwin C. Hoskins Operations Center
4505 Middlebrook Pike
Knoxville, TN 37921

Bidders requiring shipment of documents must provide their FedEx account number and a written request faxed to (865) 558-2472 to the attention of Jennifer Hobbs. KUB appreciates your interest in this and other projects and looks forward to receiving your sealed bid by 2:00PM on January 5, 2017.

Sincerely,

Daniel Kembel
Contract Services

C: John Bennett KUB/Properties



SECTION 00140
INFORMATION FOR BIDDERS

Separate sealed bids for the **KUB Corporate Services Roof Replacement, Control Number: 00682**, will be received by the Knoxville Utilities Board, an agency of the City of Knoxville, (the "OWNER") 4505 Middlebrook Pike, Knoxville, Tennessee 37921, until **2:00 p.m. local time, on January 5, 2017**, and then at said time publicly opened and read aloud.

Description of Work:

The project consists of renovation and restoration of an existing built-up roof and installation of roof deck mounted steel solar panel support racks at the Corporate Services Building at the Hoskins Operations Center (HOC) of the Knoxville Utilities Board (KUB), located at 24505 Middlebrook Pike in Knoxville, Tennessee. At a time following completion of this project, a separate project will commence to install the solar panel system to the support racks. The Contractor shall furnish all labor, materials, equipment and services required for all building work as further outlined by these plans and specifications.

KUB's proposed schedule for this Project is as follows:

- A. Issue documents on December 7, 2016.
- B. **A Mandatory Pre-bid meeting on December 15, 2016 at 10:00AM in the Procurement Conference Room at the KUB Hoskins Operations Center, 4505 Middlebrook Pike, Knoxville, TN.**
- C. Cut off for questions December 22, 2016 at 2:00PM.
- D. Issue addendum if required December 29, 2016 at 2:00PM.
- E. Bid opening at 2:00PM on January 5, 2017, at KUB Procurement, 4505 Middlebrook Pike, Knoxville, TN.
- F. Notice of Award on or about January 6, 2017.
- G. Notice to Proceed on or about January 16, 2017.
- H. Substantial Completion within 90 days.

Each Bid must be submitted in a sealed envelope, addressed to:

**Knoxville Utilities Board
Procurement Department ***Bid Room***
4505 Middlebrook Pike
Knoxville, Tennessee 37921**

Each sealed envelope containing a Bid must have the Bid Contractors Cover Sheet, 00030-3, securely attached thereto with all required information included. No Bid will be opened unless the outside of the sealed envelope containing the Bid provides this information. **If forwarded by mail or package delivery service, the sealed envelope containing the Bid must be**

enclosed in another envelope clearly marked on the outside with the notation "Bid Enclosed" and addressed to the Procurement Department **Bid Room, Knoxville Utilities Board, 4505 Middlebrook Pike, Knoxville, Tennessee 37921.**

All Bids must be made on the attached Bid Form (Section 00330). Additional copies may be obtained from the OWNER. All blank spaces for Bid prices must be filled in, in ink or typewritten, and the Bid Form must be fully completed and executed when submitted. Only one copy of the Bid Form is required. On unit price bids, entering a zero for the unit cost of a bid item indicates the bidder requires no compensation for completion of that item.

The OWNER may waive any informalities or minor defects and may reject any and all Bids. Any Bid may be withdrawn prior to the above-scheduled time for the opening of the Bids or authorized postponement thereof. Any Bid received after the time and date specified shall not be considered. No bidder may withdraw a Bid until 60 days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the OWNER and the bidders.

The OWNER will make available for inspection by bidders prior to bidding at KUB Engineering, 4505 Middlebrook Pike, all information that is pertinent to, and delineates and describes, the land owned and rights-of-way acquired or to be acquired. All additional lands and access thereto required for temporary construction facilities, construction equipment, or storage of materials and equipment to be incorporated in the Work are to be obtained and paid for by the CONTRACTOR. The CONTRACTOR shall provide the OWNER copies of any written agreements with private landowners that the CONTRACTOR obtains for such additional land or access thereto.

The Bidding Documents contain the information required for the construction of the Project. All questions about the meaning or intent of the Bidding Documents are to be submitted to the OWNER in writing. Interpretations or clarifications considered necessary by the OWNER in response to such questions will be issued by Addenda mailed, faxed, or delivered to all parties recorded by the OWNER as having received the Bidding Documents. Any other written or oral information obtained from an officer, agent, or employee of the OWNER or any other person will be without legal effect. Bidders must acknowledge receipt of Addenda on the Bid Form (Section 00330).

It is the responsibility of each bidder before submitting a Bid to examine and carefully study the Bidding Documents, including any Addenda and any other referenced data identified in the Bidding Documents, including KUB's Standard Specifications, if referenced herein. Furthermore, each Bidder shall visit the Site and become familiar with and satisfy bidder as to the general, local, and Site conditions, including but not limited to surface and subsurface conditions, that may affect cost, progress, and the performance of the Work. The failure or omission of any Bidder to do any of the foregoing shall in no way relieve any bidder from any obligation in respect to its Bid.