

# INVITATION TO BID



**CITY OF RINGGOLD  
PURCHASING  
P.O. BOX 579  
150 TENNESSEE STREET  
RINGGOLD, GA 30736**

**ITB #24-0522**

**FOR: RINGGOLD CITY HALL HVAC REPLACEMENT**

**OPENING DATE: May 22, 2024**

**TIME: 2:00 p.m.**

**PLACE: Ringgold City Hall  
150 Tennessee Street**

## **BID SPECIFICATIONS**

Work will need to be performed Monday thru Friday 7:00 am and 5:00 pm. Any alterations of the time will require written approval of the City Manager.

The City would highly recommend an appointment be made for bidders to come and look at the area of all work. For appointment contact by email: [nickilundeen@cityofringgoldga.gov](mailto:nickilundeen@cityofringgoldga.gov) or call 706-935-3061 and ask for Nicki.

### **INSURANCE REQUIREMENTS:**

Proof to be provided with Bid Proposal.

Worker's Compensation and Employer's Liability Insurance as required or specified by Georgia State Law.

Comprehensive General Liability Insurance with a minimum of \$1,000,000 per occurrence.

Comprehensive Automobile Liability.

Builder's Risk

### **Labor and Material to be provided:**

**Replacement of 2 (two) NEW UNUSED water source heat pump and material to install**

**Remove ceiling tile and grid**

**Remove power from unit**

**Drain water lines**

**Remove unit from ductwork and lower down**

**Install new hangers in ceiling**

**Raise unit into ceiling**

**Install drain pan**

**Make new duct transitions and install**

**Connect water piping and electrical**

**Re-install ceiling grid and ceiling tile**

**Test operation**

**New HVAC units must be comparable to existing unit:**

**Carrier- Horizontal- 50PCH018-CL3DA-A8**

**3-TON WATER SOURCE HEAT PUMP GEOTHERMAL UNITS**

# PROPOSAL

We have examined the specifications and agree to furnish the City of Ringgold with the equipment/services accordingly. Any deviations from the specifications will be marked exception on the bid sheet.

We propose to furnish City of Ringgold with said equipment/service for:

Equipment manufacture and model proposed:

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## TOTAL BID COST FORMAT

Total Lump Sum Price: \$ \_\_\_\_\_

COMPLY TO ALL SPECS: \_\_\_\_\_ YES \_\_\_\_\_ NO

ANY EXCEPTIONS ARE TO BE NOTED:

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**Bids shall be submitted in a sealed opaque envelope and shall be marked on the outside with the name of the submitting company, the words "SEALED BID – RINGGOLD CITY HALL HVAC REPLACEMENT".** Any deviation from the requirements set forth for the labeling of the bid envelopes shall result in said bid being returned to the bidder unopened and any such bid shall not be considered.

**Sealed bids shall be addressed to the attention of Mark Vaughn, City Manager** and mailed to the City of Ringgold, P.O. Box 579, Ringgold, GA 30736 or hand delivered to Ringgold City Hall at 150 Tennessee Street, Ringgold, Georgia. All bids shall be received on or before the above designated date and time. Any bid received after this date and time shall not be accepted. Bids shall be typed or submitted in ink. Bids will be opened and read publicly. Bids are legal and binding upon the bidder when submitted.

It is understood that this contract, if accepted by the City of Ringgold, is entered into solely for the convenience of the City and in no way precludes the City from obtaining like goods from other suppliers upon prior approval of the City Manager. Such approval shall be made at the sole discretion of the City of Ringgold and shall be conclusive.

The City of Ringgold reserves the right to accept or reject any or all bids for any reason, to waive technicalities, and to make an award deemed in its best interest. The City of Ringgold shall have the right to delete a unit item from the bid if necessary or proper in the sole determination of the City of Ringgold.

We certify that our bid meets the minimum requirements as specified in bid documents, this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
PRINTED NAME OF SIGNATURE

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY/STATE/ZIP CODE

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
FAX NUMBER

EMAIL ADDRESS: \_\_\_\_\_

**Contractor Affidavit under O.C.G.A. §13-10-91(b)(1)**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of the City of Ringgold, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.C.A. §13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_, 20\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC