

TOWN OF NOLENSVILLE, TENNESSEE  
CONTRACT DOCUMENTS  
&  
SPECIFICATIONS  
FOR  
TEMPORARY TRAFFIC SIGNAL



MARCH 5, 2021

REQUEST FOR PROPOSALS

For materials and installation of a temporary traffic signal  
Town of Nolensville, Tennessee

Sealed Proposals for the installation of temporary traffic signals will be received by the Town of Nolensville, Tennessee, 7218 Nolensville Road (**for hand delivery or courier service**), P.O. Box 547 (**for regular mail service**) Nolensville, Tennessee 37135, on or before **Monday, March 22, 2021 at 2:00 PM**. The envelope containing the proposal must be sealed and plainly marked "Proposal for Temporary Traffic Signals".

Proposals must be made on the Proposal Forms and in accordance with Instructions to Bidders furnished by the Town of Nolensville.

The defined terms appearing in the General Specifications apply to all Contract Documents.

**The Town reserves the right to reject any or all Proposals regarding the temporary traffic signal, to waive irregularities and/or informalities in any Proposal, and to make an award in any manner, consistent with law, deemed in the best interest of the Town.**

INSTRUCTIONS TO BIDDERS  
MATERIALS AND INSTALLATION OF A TEMPORARY TRAFFIC SIGNAL

**1. RECEIPT AND OPENING OF PROPOSALS**

The Town of Nolensville invites and will receive Proposals on the forms attached hereto, all information on which must be appropriately completed. **Proposals will be received at Town Hall until 2:00 PM. on March 22, 2021**, and publicly opened and read aloud on the aforesaid date. The envelopes containing the Proposals must be sealed and addressed to Montique Luster, Town Recorder, 7218 Nolensville Road (**for hand delivery or courier service**), P.O. Box 547 (**for regular mail service**), Nolensville, TN 37135 and plainly marked "Proposal for a Temporary Traffic Signal".

**2. PREPARATION OF THE PROPOSAL**

All Proposals shall be made on the Proposal Form attached hereto and shall give the amount of bids and must be signed by the Bidders.

If a unit price or a lump sum already entered by the Bidder on the Proposal Form is to be altered, it shall be crossed out with ink and the new unit price or lump sum bid entered above or below it, and initialed by the Bidder in ink.

Each Proposal must be submitted in a sealed envelope bearing on the outside the name of the Bidder, its address, and plainly marked "Proposal for materials and installation of a temporary traffic signal". If forwarding by mail, the sealed envelope containing the Proposal must be enclosed in another envelope addressed as specified in the Proposal. The Town may consider as irregular any Proposal not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all Proposals.

Any Proposal may be withdrawn prior to the above-scheduled time for the opening of Proposals or authorized postponement thereof.

Any Proposal received after the time and date specified above shall not be considered.

**3. AWARD OF THE BID**

The Bid shall be deemed as having been awarded when formal notice of award shall have been mailed by the Town to the Bidder.

The Bidder to whom the Bid shall have been awarded will be required to execute 3 copies of the Contract on the form attached. In case of the Bidder's refusal or failure to do so within ten (10) days after its receipt of formal notice of award, Bidder will be considered to have abandoned all rights and interests in the award and the award may then be made to the next best qualified Bidder or the work readvertised for Proposals as the Town may elect.

**4. CONDITIONS**

Each Bidder shall fully acquaint itself with conditions relating to the scope and restrictions attending the execution of the Bid. Bidders shall thoroughly examine and be familiar with the Specifications.

The failure or omission of any Bidder to receive or examine any form, instrument, addendum or other document shall in no way relieve it of any obligations with respect to his Proposal or to the Contract. The Town shall make all such documents available to the Bidder.

**5. ADDENDA AND EXPLANATIONS**

Explanations desired by a prospective Bidder shall be requested of the Town in writing, and if explanations are necessary, a reply shall be made in the form of an Addendum, a copy of which shall be posted on the Town's website. Every request for such explanation shall be in writing (email) addressed to Montique Luster, Town Recorder at agoad@springhilltn.org. Any verbal statements regarding same by any person prior to the award shall be unauthoritative and not binding.

Addenda issued to Bidders prior to date of receipt of Proposals shall become a part of the Bid Documents.

No inquiry received within seven (7) days of the date fixed for the submission and opening of Proposals will be given consideration.

Any and all such interpretations and any supplemental instructions will be in the form of written Addenda, which, if issued, shall be posted on the Town's website not later than five (5) days prior to the date fixed for the opening of proposals .

## **6. NAME, ADDRESS, AND LEGAL STATUS OF THE BIDDER**

The Proposal must be properly signed in ink and the address of the Bidder given. The legal status of the Bidder whether corporation, partnership, or individual, shall also be stated in the Proposal.

A corporation shall execute the Proposal by its duly authorized officers in accordance with its corporate by-laws and shall also list the state in which it is incorporated. A partnership Bidder shall give full names of all partners. Partnership and individual Bidders will be required to state in the Proposal the names of all persons interested therein.

The place of residence of each Bidder, or the office address in the case of a firm or company, with county and state and telephone number, must be given after his signature.

If the Bidder is a joint venture consisting of a combination of any or all of the above entities, each joint venturer shall execute the Proposal.

Anyone signing a Proposal as an agent of another or others must submit with his Proposal, legal evidence of his authority to do so.

## **7. COMPETENCY OF BIDDER**

The opening and reading of the Proposal shall not be construed as an acceptance of the Bidder as a qualified, responsible Bidder. The Town reserves the right to determine the competence and responsibility of a Bidder from its knowledge of the Bidder's qualifications or from other sources.

The Town shall require submission with the Proposal of the following supporting data regarding the qualifications of the Bidder in order to determine whether it is a qualified, responsible Bidder. The Bidder will be required to furnish the following information:

(a) A copy of the latest available certified financial statement of the Bidder (or its parent corporation if individual subsidiary or division financial statements are not prepared and generally available) certified by independent certified public accountants.

(b) Evidence that the Bidder is in good standing under the laws of the State of Tennessee, and, in the case of corporations organized under the laws of any other State, evidence that the Bidder is licensed to do business and in good standing under the laws of the State of Tennessee or a sworn statement that it will take all necessary action to become so licensed if its Proposal is accepted.

In the event that the Town shall require additional certified supporting data regarding the qualifications of the Bidder in order to determine whether he is a qualified responsible bidder, the Bidder may be required to furnish any or all of the following information sworn to under oath:

(a) Evidence that the Bidder is capable of commencing performance as required in the Bid Documents.

(b) Such additional information as will satisfy the Town that the Bidder is adequately prepared to fulfill the Contract.

The Bidder may satisfy any or all of the experience and qualification requirements by submitting the experience and qualifications of its parent organization and subsidiaries or affiliates of the parent.

## **8. DISQUALIFICATION OF BIDDERS**

Although not intended to be an exhaustive list of causes for disqualification, any one or more of the following causes, among others, may be considered sufficient for the disqualification of a Bidder and the rejection if it's Proposal:

(a) Evidence of collusion among Bidders.

(b) Lack of competency as revealed by either financial statements, experience or equipment statements as submitted or other factors.

(c) Default on a previous municipal bid for failure to perform.

#### **9. METHOD OF AWARD**

The Town reserves the right to accept any Proposal or to reject any or all Proposals, and to waive defects or irregularities in any Proposal. In particular, any alteration, erasure or interlineations of the Contract Documents and of the Proposal shall render the accompanying Proposal irregular and subject to (but not requiring) rejection by the Town.

#### **10. TITLE VI POLICY**

The Town of Nolensville will not discriminate in the purchase of all goods and services on the basis of race, color, religion, sex, national origin, age, disability or any other lawfully protected classification.

Verbal quotations or quotations received after the closing date will not be accepted. The Town of Nolensville reserves the right to reject any and all bids, to waive technicalities or informalities and to accept any bid deemed in the best interest of the Town of Nolensville.

**MATERIALS AND INSTALLATION OF A TEMPORARY TRAFFIC SIGNAL  
SPECIFICATIONS AND ADDITIONAL QUESTIONS**

**1.00 GENERAL**

The contract period for this solicitation shall be for a period of one (1) year from the date of contract award. The Town of Nolensville has an immediate need for the installation of traffic signal improvements that are identified in Exhibit A to this solicitation. The minimum requirements and the specification for the Services, as well as certain requests for information to be provided by Vendor as part of its proposal, are set forth below.

**2.00 MINIMUM REQUIREMENTS FOR THE TEMPORARY TRAFFIC SIGNAL- 4 Leg**

Bidder must supply all necessary materials to install a temporary traffic signal, to include but not be limited to:

- Wood or Metal Poles with overhead wiring
- Install temporary traffic signal
- Install four (4) pavement loops
- Conduit
- Cables
- ATC McCain ex2 brand controller and cabinet (Preferred)
- Signal heads
- Traffic control

**3.00 ADDITIONAL SPECIFICATIONS FOR THIS RFP**

Vendor must submit the following information as part of Vendor's proposal:

If Vendor takes exception to any terms or conditions set forth in this RFP, Vendor will submit a list of the exceptions.

The Town of Nolensville will retain ownership and possession of the existing flashing beacon and controller equipment currently located at the intersection after removal by the contractor in preparation for the temporary signal.

Contractor will loan all signal materials for as long as Nolensville needs the temporary signal in place at no cost to the Town.

The Town of Nolensville will be responsible for maintenance on the temporary traffic signal.

The Town of Nolensville will accept the use of new or used signal poles, cabinetry and/or controllers.

During the one (1) year contract period the Town of Nolensville may request additional traffic signal installations at locations beyond those specified in Exhibit A. Future locations may be subject to further negotiations between the Town and Contractor in the event base conditions as described in this solicitation differ substantially from actual field conditions or signalization needs.

Please contact Victor Lay at 615-776-6688 or Don Swartz at 615-776-3323 with any questions.

**It is the expectation of the Town of Nolensville that installation of signals must occur within 60 days of written Notice to Proceed following Board of Commissioners authorization.**

**4.00 PRICING AND DELIVERY SCHEDULE**

**Proposal of** \_\_\_\_\_

(Proposer Company Name)

**To:** The Town of Nolensville

**Ref.:** Materials and installation of temporary traffic signal

Ladies and Gentlemen:

Having carefully examined all the specifications and requirements of this RFP and any attachments thereto, the undersigned proposes to furnish the temporary traffic signal required pursuant to the above referenced Request for Proposal upon the terms quoted below.

**TEMPORARY TRAFFIC SIGNAL- 4 Leg (Wood or Metal Poles with Overhead Wiring)**

**TOTAL \$** \_\_\_\_\_ **(Metal Pole)**

**TOTAL \$** \_\_\_\_\_ **(Wood Pole)**

Confirm Delivery schedule of events and time periods meets expectations outlined in RFP

\_\_\_\_\_  
\_\_\_\_\_

Respectfully submitted,

**Proposer:** \_\_\_\_\_

**By:** \_\_\_\_\_  
**(Authorized Signature for Proposer)**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# EXHIBIT A

Nolensville Road at York Road/Williams Road

