

HICKMAN COUNTY BOARD OF EDUCATION  
SPECIAL CALLED BOARD MEETING---April 19, 2023

The Hickman county Board of Education met on April 19, 2023, at 7:30 PM in Room 203 Central Office.

- I. Call To Order
- II. Approval of Agenda
- III. Items Requiring Board Action
  - A. Budget Amendments
  - B. ESSER project for EHES Sanitary Sewer Bid
  - C. HVAC Replacement and Repair Services Bid
- IV. Announcements
- V. Adjourn to budget work session



**DOUG LANE**  
2059 Lake Drive, Centerville, TN 37033

**RONALD GAMMONS**  
6419 Rice Ln., Lyles, TN 37098

**TIM HOBBS**  
9220 Old Bon Aqua Rd., Bon Aqua, TN 37025

**JIM HUDGINS**  
1297 E. Grinders Switch Rd., Centerville, TN 37033

**CHRISTY MAYS**  
450 Hwy. 50, Centerville, TN 37033

**SHERRI BAKER**  
9037 E 40 Rd., Bon Aqua, TN 37025

**VANCE WILLIS**  
2868 Hwy 48 N., Nunnally, TN 37137

**Michelle Gilbert**  
Director of Schools  
115 MURPHREE AVENUE  
CENTERVILLE, TN 37033

The Hickman County Board of Education will meet in a special called session on Wednesday, April 19, 2023, at 7:30 p.m. in Room 203 of the Central Office building. A work session will be held in Room 203 beginning at 6:30 p.m. for the purpose of conducting interviews for the position of Director of Schools.

- I. Call to Order
- II. Moment of Silence
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Items Requiring Board Action
  - A. Budget Amendments--Business Officer
  - B. ESSER project for EHES Sanitary Sewer Bid--Director of Schools
  - C. HVAC Replacement and Repair Services Bid--Maintenance Director
- VI. Announcements

A budget work session will be held at the conclusion of the special called meeting on April 19, 2023.

A budget work session has been scheduled for Wednesday, April 26, 2023, at 6:30 p.m. in Room 203 of the Central Office.

- VII. Adjourn to budget work session

Hickman County Board of Education  
 Budget Amendment No. 29  
 Federal Programs (Fund 142)  
 April 19, 2023

Account	Description	Debit	Credit	Justification
71100 - 722 - - 932	Regular Inst Equipment	\$ 6,435.00		ESSER 2 reallocations
71100 - 429 - - 932	Instructional Supplies & Mat		\$ 4,861.00	
76100 - 321 - - 932	Engineering Services		36,084.00	
76100 - 328 - - 932	Janitorial Services	34,510.00		
76100 - 707 - - 932	Building Improvements	198,386.00		
76100 - 720 - - 932	Plant Operation Equipment		198,386.00	
72220 - 399 - - 901	Other Contracted Services	2,000.00		Revisions to IDEA
72220 - 499 - - 901	Other Supplies and Materials	2,500.00		
72220 - 790 - - 901	Other Equipment	3,000.00		
72710 - 313 - - 901	Contracts with Parents		7,500.00	
71200 - 189 - - 909	Other Salaries & Wages		3,000.00	Revisions to ARP - IDEA
71200 - 201 - - 909	Social Security		465.00	
71200 - 204 - - 909	State Retirement		959.25	
71200 - 212 - - 909	Medicare		108.75	
71200 - 429 - - 909	Instructional Supplies	733.00		
71200 - 725 - - 909	SPED Equipment		7,500.00	
72220 - 189 - - 909	Other Salaries & Wages	4,200.00		
72220 - 336 - - 909	Maintenance & Repairs		6,000.00	
72220 - 399 - - 909	Other Contracted Services	32,000.00		
72220 - 499 - - 909	Other Supplies		5,400.00	
72220 - 790 - - 909	Other Equipment		13,500.00	
<b>TOTALS</b>		<u>\$283,764.00</u>	<u>\$283,764.00</u>	

Approved:

Attest:

Tim Hobbs

Michelle Gilbert

**SECTION 00010**  
**ADVERTISEMENT FOR BIDS**

**HICKMAN COUNTY TENNESSEE BOARD OF EDUCATION**, will be accepting sealed proposals through Codell Construction Company (Construction Manager as Advisor) to furnish all labor, equipment, and materials to complete the Hickman County TN Schools ESSER II Sanitary Sewer Replacement Project, located at East Hickman Elementary School 5191 Hwy 100 Lyles, TN 37098. Work is to be performed in accordance with drawings, specifications, and addenda furnished by Hickman County Board of Education, Lyle Cook Martin Architects, and Codell Construction Company. The project is funded by ESSER II grant funds, Federal Prevailing Wages required by the Davis-Bacon Act will be applicable, including weekly submittal of certified payroll reports.

All bidders are required to meet all TCA 49-5-406, local, state, and federal laws regarding "workers on school properties." The Hickman County Board of Education further requires that no prior felons, drug offenders, or sexual registered offenders work on any school properties. Contractors will be required to wear contractor provided identification when on school premises.

All bidders will be required to submit a conflict-of-interest disclosure form that is included in the Volume 1 Project Manual Bidding and Contract Documents or can be obtained at [www.hickmank12.org/request](http://www.hickmank12.org/request) for proposal.

The Owner reserves the right to reject any or all bids and to waive all informalities and/or technicalities where the best interest of the Owner can be served. Bid opening will be public, and contracts will be with the Owner. Bids from Small Business Enterprises (SBE, MBE, WBE, VOSB, etc.) are encouraged and supported.

Bids will be due by April 13, 2023, at 10:00 AM CENTRAL DAYLIGHT TIME, and will be opened at HICKMAN COUNTY BOARD OF EDUCATION OFFICE 115 MURPHREE AVENUE CENTERVILLE TN 37033. Each bid must be accompanied by a 5% Bid Bond. The bid will be submitted in duplicate on copies of the Form of Proposal located in the Volume One Project Manual Bidding and Contract Documents. Both copies of the Form of Proposal and Bid Bond shall be placed in an envelope and have the Project Name and Proposed Bid Package number affixed. No Bidder may withdraw a bid submitted for a period of sixty (60) days after the date set for the opening of bids.

Bids can be mailed to the HICKMAN COUNTY FINANCE OFFICE 114 N. CENTRAL AVENUE SUITE 203 CENTERVILLE TN 37033 and clearly marked "ESSER II SANITARY SEWER REPLACEMENT EAST HICKMAN ELEMENTARY". All mailed Bids should be received by April 13, 2023 by 9:30 AM CENTRAL DAYLIGHT TIME. Bids received after this deadline will not be opened. Facsimile bids will **NOT** be allowed.

Questions should be directed to Colton Miller, Project Manager, Codell Construction Company (859) 644-2401 [cmiller@codellconstruction.com](mailto:cmiller@codellconstruction.com) or Mike Plunkett Director of Maintenance and Facilities (931) 729-3391 Ext 3 /[mike.plunkett@hickman1.org](mailto:mike.plunkett@hickman1.org).

An electronic copy of the Drawings and Specifications, and the Project Manual are available at no cost. If bidder desires hard copy of Drawings and Specifications, bidder will be responsible for paying the printing cost.

Bid documents will be on file at:

1. Owner: Hickman County Board of Education 115 Murphree Avenue Centerville, TN 37033
2. CM: Codell Construction Company 4475 Rockwell Road Winchester KY 40391
3. Builder's Exchange of Tennessee 301 S. Perimeter Park Drive Suite 100 Nashville TN 37211 or [www.bxtn.org](http://www.bxtn.org)
4. Paducah Blueprint 999 Broadway Street Paducah, KY 42001
5. AGC of Western Kentucky, 2201 McCracken Blvd, Paducah, KY 42001-9655

SECTION 00010  
ADVERTISEMENT FOR BIDS

A mandatory pre-bid conference is scheduled for April 4, 2023, at 10:00 AM Central DAYLIGHT Time at East Hickman Elementary School 5191 Hwy 100 Lyles, TN 37098.

The Project Schedule will be issued via addendum. The contract will include liquidated damages assessed at \$1,000.00/day if the completion date is not met. Successful Bidders are required to furnish a 100% Performance and Labor and Material Payment Bond for this Project.

The following bids are requested: BID PACKAGE #1 PLUMBING

Present Penny Mayberry  
Debbie Hreece

Bid Rec'd  
Anderson Piping Company, Inc  
548,260.00

**SECTION 00200  
FORM OF PROPOSAL**

**BID FORM**

Date: 04/13/2013 Bid Package No.: 1 - Plumbing

To: (Owner/CM) The Hickman County Board of Education

Project Title: ESSER II Sanitary Sewer Replacement Project East Hickman Elementary School

City, County: Lyles, TN 37098 Hickman County

Name of Contractor: Anderson Piping Co., Inc.

Mailing Address: PO Box 23246, Nashville, TN 37202

Business Address: 2131 Utopia Avenue, Nashville, TN 37202

Telephone: 615-256-1166 Fax: 615-256-2433

E-mail address: bids@andersonpiping.com

Having carefully examined the Instructions to Bidders, Contract Agreement, General Conditions, Supplemental Conditions, Specifications, Drawings, and Addenda for the above referenced project, the undersigned bidder proposes to furnish all labor, materials, equipment, tools, supplies, and temporary devices required to complete the work in accordance with the contract documents and any addenda listed below for the price stated herein.

Addendum 1 (Insert individual addendum numbers received or the word "none" if no addendum received.)

**BASE BID:** For the construction required to complete the work, in accordance with the contract documents, I/We submit the following lump sum price of:

\$ 548,260.00  
Use Figures

five hundred forty-eight thousand two hundred sixty Dollars & no Cents  
Use Words Use Words

**ALTERNATE BIDS:** (If applicable and denoted in the Bidding Documents)  
For omission from or addition to those items, services, or construction specified in Bidding Documents by alternate number, the following lump sum price will be added or deducted from the base bid. If no change in cost, indicate in box in "No Cost Change" Column.

Alternate Bid No.	Alternate Description	+ (Add to the Base Bid)	- (Deduct from the Base Bid)	No Cost Change (from the Base Bid)
Alt. Bid No. 1				<input type="checkbox"/>
Alt. Bid No. 2				<input type="checkbox"/>

**SECTION 00200**  
**FORM OF PROPOSAL**

**2. LIST OF PROPOSED SUBCONTRACTORS:**

List on the lines below each major branch of work and the subcontractor involved with that portion of work. If the branch of work is to be done by the Contractor, so indicate.

The listing of more than one subcontractor in a work category shall invalidate the bid.

The listing of the bidder as the subcontractor for a work category certifies that the bidder has in current employment, skilled staff and necessary equipment to complete that category. The Construction Manager and Architect/Engineer will evaluate the ability of all listed subcontractors to complete the work and notify the owner. Listing of the bidder as the subcontractor may invalidate the bid should the review indicate bidder does not have skilled staff and equipment to complete the work category at the time the bid was submitted. Once submitted, substitutions will be permitted only with express permission by Owner and Construction Manager.

**The bidder shall submit the list of subcontractors with the bid.**

	<u>BRANCH OF WORK</u>	<u>SUBCONTRACTOR</u> (to be filled out by the contractor)
1.	Excavation	Triple S Excavation
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		

**SECTION 00200**  
**FORM OF PROPOSAL**

**3. UNIT PRICES:**

Indicate on the lines below those unit prices to determine any adjustment to the contract price due to changes in work or extra work performed under this contract. The unit prices shall include the furnishing of all labor and materials, cost of all items, and overhead and profit for the Contractor, as well as any subcontractor involved. These unit prices shall be listed in units of work.

**The bidder shall submit the list of unit prices with the bid.**

	<u>WORK</u>	<u>PRICE PER UNIT</u>	<u>UNITS OF WORK</u>
1.	N/A		
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			



# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 04/13/2023 Name: Anderson Piping Co., Inc.

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 04/12/2023 Signature: William Glavin

**SECTION 00200**  
**FORM OF PROPOSAL**

**7. IDENTIFICATION OF SMALL, MINORITY, WOMEN, AND VETERAN OWNED BUSINESS BIDDER/CONTRACTOR, SUBCONTRACTOR, AND MATERIAL SUPPLIER**

Utilization of Small, Minority, Women, and Veteran owned contracting and material supplier businesses is encouraged and supported whenever possible on public school projects.

This form should be submitted, along with other documents required within (4 days) of Bid Opening.

Bidder Anderson Piping Co., Inc. is a (circle applicable  SBE,  MBE,  WBE,  VOSB, not applicable)

The following Small, Minority, Women, or Veteran Owned business will be providing subcontracting or supplying materials as part of the bid by \_\_\_\_\_  
Insert Name of Entity submitting Bid

Business Name	City, State	SBE, MBE, WBE, VOSB, (other)

The following Small, Minority, Women, or Veteran Owned businesses were contacted to obtain proposals when the bid submitted by \_\_\_\_\_  
was being prepared. Insert Name of Entity submitting Bid

Business Name	City, State	SBE, MBE, WBE, VOSB, (other)

**SECTION 00200**  
**FORM OF PROPOSAL**

**8. CONTRACTOR/SUBCONTRACTOR CONTACT INFORMATION**

**Company Name:** Anderson Piping Co., Inc.

Please provide the requested information for each representative of your company responsible for the positions or areas listed below.  
**This information must be submitted with the bid.**

**CONTRACT ADMINISTRATOR**

**NAME:** William Gilmore  
**ADDRESS:** LINE 1 2131 Utopia Avenue  
LINE 2 Nashville, TN 37211  
**PHONE:** 615-256-1166  
**EMAIL:** william@Andersonpiping.com

**SITE SUPERINTENDENT**

**NAME:** Jeff Jordan  
**ADDRESS:** LINE 1 2131 Utopia Avenue  
LINE 2 Nashville, TN 37211  
**PHONE:** 615-405-2287  
**EMAIL:** jeff@Andersonpiping.com

**CERTIFICATES OF INSURANCE**

**NAME:** William Gilmore  
**ADDRESS:** LINE 1 2131 Utopia Avenue  
LINE 2 Nashville, TN 37211  
**PHONE:** 615-256-1166  
**EMAIL:** william@Andersonpiping.com

**PROJECT MANAGER**

**NAME:** Jarod Crowell  
**ADDRESS:** LINE 1 2131 Utopia Avenue  
LINE 2 Nashville, TN 37211  
**PHONE:** 931-209-3595  
**EMAIL:** jarod@Andersonpiping.com

**CERTIFIED PAYROLLS**

**NAME:** William Gilmore  
**ADDRESS:** LINE 1 2131 Utopia Avenue  
LINE 2 Nashville, TN 37211  
**PHONE:** 615-256-1166  
**EMAIL:** william@Andersonpiping.com

**ESTIMATOR /CHANGE ORDER PRICING**

**NAME:** Jarod Crowell  
**ADDRESS:** LINE 1 2131 Utopia Avenue  
LINE 2 Nashville, TN 37211  
**PHONE:** 931-209-3595  
**EMAIL:** jarod@Andersonpiping.com

**PAY APPLICATIONS**

**NAME:** William Gilmore  
**ADDRESS:** LINE 1 2131 Utopia Avenue  
LINE 2 Nashville, TN 37211  
**PHONE:** 615-256-1166  
**EMAIL:** william@Andersonpiping.com

**CHANGE ORDER ADMINISTRATOR  
(IF NOT PROJECT MANAGER)**

**NAME:** \_\_\_\_\_  
**ADDRESS:** LINE 1 \_\_\_\_\_  
LINE 2 \_\_\_\_\_  
**PHONE:** \_\_\_\_\_  
**EMAIL:** \_\_\_\_\_

# Request for Taxpayer Identification Number and Certification

**Give Form to the requester. Do not send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <p style="text-align: center; font-size: 1.2em;">Anderson Piping Co., Inc.</p>	
	<b>2</b> Business name/disregarded entity name, if different from above	
	<b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC	Exempt payee code (if any) _____
	<input type="checkbox"/> C Corporation	Exemption from FATCA reporting code (if any) _____
	<input checked="" type="checkbox"/> S Corporation	(Applies to accounts maintained outside the U.S.)
	<input type="checkbox"/> Partnership	
	<input type="checkbox"/> Trust/estate	
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small>	
	<input type="checkbox"/> Other (see instructions) ▶ _____	
	<b>5</b> Address (number, street, and apt. or suite no.) See instructions. <p style="text-align: center;">PO Box 23246</p>	<b>Requester's name and address (optional)</b>
	<b>6</b> City, state, and ZIP code <p style="text-align: center;">Nashville, TN 37202</p>	
	<b>7</b> List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
<b>or</b>									
<b>Employer identification number</b>									
6	2	-	1	1	9	9	8	7	1

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**

Signature of U.S. person ▶

Date ▶ 01/03/2023

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

**SECTION 00200**  
**FORM OF PROPOSAL**

**10. TIME LIMIT FOR EXECUTION OF CONTRACT DOCUMENTS:**

In the event that a bidder's proposal is accepted by the Owner and such bidder should fail to execute the contract within seven (7) consecutive days from the date of Notice of Award of the contract, the Owner, at his option, may determine that the awardee has abandoned the contract. The bidder's proposal shall then become null and void, and the bid bond or certified check which accompanied it shall be forfeited to and become the property of the Owner for failure to execute the contract.

The bidder hereby agrees that failure to submit herein above all required information and/or prices can cause disqualification of this proposal.

Submitted by:

NAME OF CONTRACTOR / BIDDER: Anderson Piping Co., Inc.

AUTHORIZED REPRESENTATIVE'S NAME: William Gilmore Signature

AUTHORIZED REPRESENTATIVE'S NAME(printed): William Gilmore

AUTHORIZED REPRESENTATIVE'S TITLE: VP

**NOTICE: As noted in the Advertisement for Bids, bid security required must accompany this proposal.**

**This form shall not be modified.**

# THE AMERICAN INSTITUTE OF ARCHITECTS

## AIA Document A310 Bid Bond

KNOW ALL MEN BY THESE PRESENTS, THAT WE Anderson Piping Company, Inc.  
P.O. Box 23246, Nashville, TN 37202

as Principal, hereinafter called the Principal, and The Ohio Casualty Insurance Company  
175 Berkeley Street, Boston, MA 02116

a corporation duly organized under the laws of the State of NH  
as Surety, hereinafter called the Surety, are held and firmly bound unto Hickman County Board of Education  
TN

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Amount Bid  
Dollars (\$ \_\_\_\_\_ 5% \_\_\_\_\_ ),  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs,  
executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for sanitary sewer replacement at East Hickman Elementary School

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with  
the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or  
Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt  
payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter  
such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the  
penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith  
contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise  
to remain in full force and effect.

Signed and sealed this 13th day of April, 2023

[Signature]  
(Witness)

Anderson Piping Company, Inc.

(Principal)

(Seal)

[Signature]  
By: Lynda A. Helms President / CEO  
(Title)

[Signature]  
(Witness)



The Ohio Casualty Insurance Company

(Surety)

(Seal)

By: [Signature]  
Attorney-in-Fact Angela Boie

(Title)

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated. Not valid for mortgage, note, loan, letter of credit, bank deposit, currency rate, interest rate or residual value guarantees. For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.



Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

### POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Angela Boie of the city of Nashville, state of TN its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bond:

Principal Name: Anderson Piping Company, Inc.  
Obligee Name: Hickman County Board of Education  
Surety Bond Number: Bld Bond Bond Amount: See Bond Form

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 12<sup>th</sup> day of March, 2021.



The Ohio Casualty Insurance Company  
Liberty Mutual Insurance Company  
West American Insurance Company

By: David M. Carey  
David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA      ss  
COUNTY OF MONTGOMERY

On this 12<sup>th</sup> day of March, 2021, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Kind of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal  
Teresa Pastella, Notary Public  
Montgomery County  
My commission expires March 28, 2025  
Commission number 1126044  
Member, Pennsylvania Association of Notaries

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

**ARTICLE IV – OFFICERS – Section 12. Power of Attorney.** Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

**ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings.** Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation –** The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization –** By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 13<sup>th</sup> day of April, 2023.



By: Renee C. Llewellyn  
Renee C. Llewellyn, Assistant Secretary

The Hickman County Finance Office is accepting bids for HVAC Replacement, Repair and Annual Services Contract. This is a 5 year term for the period of July 1, 2023 through June 30, 2028.

Bidders must be TN licensed mechanical contractors, have 1 million liability insurance, and workers compensation insurance with certificates attached to the bid. Bidders must meet all local, state, and federal regulations in regard to employees working on school properties and comply with TCA 49-5-406.

All bidders will be required to submit a conflict of interest disclosure form that can be obtained at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal).

Specifications may be found at [www.hickmank12.org/request-for-proposal](http://www.hickmank12.org/request-for-proposal), or by contacting the Building Maintenance Office at 931-729-3391 ext. 3.

Sealed bids must be mailed or hand delivered to the Hickman County Finance Office, 114 North Central Ave. Suite 203, Centerville TN 37033 and clearly marked on the outside of the mailing envelope "HVAC, Installation, Repair and Annual Services Contract".

Bids will be opened at the Finance Office on Thursday, March 23, 2023 at 10:00 a.m.

The Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and waive any informalities that may prevent the acceptance of a better bid.

Present Penny Mayberry  
Misty Williams

Bids Rec'd

Matrix Mechanical

Inspection Experts, Inc

Please see bids attached

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 3-21-23 Name: Daniel D. Emberts  
Matrix Mechanical Solutions

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 3-21-23 Signature: 

Part B Specs: **5 year Contract period - July 2023- June 30, 2028**  
**(Note: The current ESSER grant HVAC replacement bid does not apply to this bid and is a separate Bid Federal Grant.)**

Scope:

This 5 year contract pertains to the following services of HVAC

- A. **Repairs to existing equipment.** In event a unit is in need of repairs beyond the normal minor same day service trip and repair parts, an onsite quote will be required by phone to the maintenance director prior to any major parts ordering such as compressors, for a prior PO approval to proceed, or hold on a unit.
- B. **Annual Summer servicing** to be completed in May-June and not later than July 15th. This will be pre- invoiced in May each year.  
It is to include the Cleaning of all condenser coils, evaporator coils inspected and Properly cleaned as required, using the owner provided filters to be swapped, belts swapped, tension bearings serviced, checked, adjusted. It is to include the Fall boiler maintenance, as well as any tankless heaters to be flushed and serviced.  
Any noted or found repairs shall be listed by school provided for maintenance prior to moving to next school so that repair may be approved while the bidder technician is on site. Minor repairs of low refrigerant (contactors, relays, thermostats are to be completed. Fan motors checked, cleaned, and unit to be run tested for proper pressures and optimum performance. This is to ensure that all units are fully functional **for the upcoming school year July 25th of each year.**
- C. **Installations.** The installation of any existing unit deemed as condemned and no longer cost effective for repairs by the maintenance director. In event the repair estimate exceeds the reasonable cost vs the cost of a new unit the Maintenance Director will purchase the equipment and the **bidder will provide a quote** based on the hourly bid rate, truck parts, transitions needed, etc.

**Note: Hickman County Schools reserves the right to install any unit internally or externally by others in event it is more cost effective and the Maintenance Director deems it necessary to do so.**

**Hickman County Board of Education may also have State or Federal Grants that require Replacement mechanical Projects to be bid under separate guidelines and if so, this contract will not apply but bidder may separately public bid that project if they so choose.**

- D. **Fire Dampers** cleaning and inspections,links required every 4 years.  
Locating and cleaning of all accessible duct fire dampers and or  
Fresh air fire dampers.

**Other conditions:**

**Security:**

All bidders shall sign in at the front offices on every service trip to a school building and check in at the front office desk. The receptionist will have you provide your State Drivers license and it will be scanned into the backcheck system. You will be provided with a visitor pass sticker and may be escorted by maintenance personnel if needed from that point to location of access.

This is not an optional process, and even if you are working outside, you must first check in the front office once you are on the school grounds property.

The Hickman County Board of Ed, reserves the right to set the following conditions.

Where it is deemed as cost effective for our maintenance budget, we will provide you with necessary materials, supplies such as filters, and or units and parts for units to complete repairs. Your contract is primarily to provide certified labor techs for diagnostics, repairs, services and if needed installations and or startups. We reserve the right to install, repair, and or replace units as we see fit, and will inform you at the time of service if we decide to proceed with other services. We reserve the right to service or install ourselves or with others in event we see the need to do so.

All service calls for classroom conditions need a reasonable fast same day response, but at minimum next morning response. In the event you are not able to provide that in a timely manner, if the bidder cannot provide a timely service, we reserve the right to contact a secondary service contractor that may be able to provide faster services.

**Contract Termination Clause:**

This contract shall run by fiscal year from July 1st to June 30th each school year, and in the event during the five year contract period, either party wishes to terminate the contract each will be given 60 days written notice and may arbitrate, and remedy, or simply mutually dissolve the contract at the end of a fiscal year. This bid shall begin 2023 and shall end June 30, 2028 and shall rebid prior to that date.

Ending a contract mid-year may result in financial penalties, and should be avoided at all cost, with exception of non-performance. To avoid obligation to Hickman County Board of ED for damages, and in the event a bidder wishes to opt out of the 5 year contract; the bidder must attempt to complete the contract year ending June 30th and provide a prior 60 days notice, and complete any contracted work up to that date.

It is further stated, that in event the contractor sells his company and a new contractor is assuming the contract, the Hickman County Board of Ed must be notified, and reserves the right to terminate the contract and move to rebid.

Sub contractor Companies:

Prior unapproved Subs are not permitted.

This bid contract will be with the assigned bidder at the time of bid award and any and all subs must be prior approved by the Hickman county Schools Director and HCBOE.

See next pages for required Bid Form:

Bid Form :

Fire Dampers cleaning ( service every 4 th year per fire codes and document list by school to be placed in schools fire book, copy to maintenance office.)

Per Damper charge \$ 75

Annual Summer services \$ 34,000 coils/filters/ belts- unit run test

Note: this is for II 10- Hickman County Board of Education properties.

HVAC Services labor:

Hourly onsite standard rate from 8:00am-5:00pm

Certified Tech (repairs and installation:

\$ 90 per hour Certified Tech is actually on site for repairs. Minimum response is the same or next business day, of a given service call.

\$ 70 per hour Helper is actually on site to assist Tech.

Trip charges: \$ 90 per day, per zip code

Standard trip charge for travel to and from the service call to the site. Note: Only one trip charge per day, on multiple address site calls at the same trip may be charged per zip code.

We do our best to batch needs as possible prior to calling. East is one zip code, Centerville is another zip code and will allow for up to two trip charges.

Fire Dampers cleaning (service every 4 th year per fire codes and document list by school to be placed in schools fire book, copy to maintenance office.)

Per Damper charge \$ 75 \_\_\_\_\_

#### MISCELLANEOUS CHARGES:

##### Refrigerant charges:

Freon charges if bidder/vendor provides the refrigerant:

R22: \$ \_100\_\_\_per lb. weighted in installed.

410A \$ \_40\_\_\_per lb. weighed in installed.

Other \$ \_40\_\_\_per lb. In event of legal alternate refrigerant change, quote per lb is to be provided during the contract period to the School district.

Freon Installation only charge using customer provided refrigerant when available and per skid or call.

Per Trip \$ \_50\_\_\_\_\_. Customer refrigerant. Tech is to ask maintenance if they have refrigerant on their truck, when needed on a call.

##### Flat recover charges

Recovery/vacuum charge when needed \$ \_50\_\_\_\_\_per call/ unit.

##### Parts and Materials:

In event parts are provided by the bidder vendor the cost will be set as follows for parts, fans, motors, compressors, boards, etc.

Cost plus % \_20%\_\_\_\_\_mark up. (State recommends 10%)

(Note: The copy of the parts house invoice is required to be attached for any parts purchased for the Schools billing service invoice for the repairs

by the vendor so mark-up will be transparent and shown attached to the invoice at the time of our billing.

We further reserve the right to order and provide parts if repair requires a return trip to complete a repair for a non-stock item.

**Misc. Truck parts:**

Flat per Skid call \$\_\_15\_\_\_\_\_ amount per trip for miscellaneous parts, wire nuts, tape, fittings, conduit, etc. (Generally this is allowable \$10-20.)

**Matrix Mechanical Solutions, LLC.**

**TN License: 76081      Classification: CMC      Exp. Date: 4/30/23**

**Limit: \$1,000,000.00**

**Daniel D. Eubanks      owner**



3-22-23 signed

## IRAN DIVESTMENT ACT CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to TCA 12-12-106 in reference to the Iran Divestment Act.

This act prohibits a person identified on the list from bidding or contracting with a local government and makes any contract entered into void.

The State of Tennessee list can be found at:

<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

The undersigned hereby certifies that he or she is authorized by the vendor or bidder to certify that his/her company is not on the list.

Company Name:

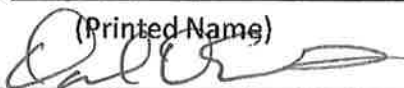
Matrox Mechanical Solutions, LLC

Contractor's Authorized Agent:

Daniel D. Eubanks

(Printed Name)

Contractor's Authorized Agent:



(Signature)

Date:

3-22-23

**CONTRACTOR'S ATTESTATION REGARDING ILLEGAL IMMIGRANTS or ALIENS**

Pursuant to Tennessee Code Annotated § 12-3-309, and Section 6-105 of the Official Code of the City of Clarksville, I (We), the Contractor identified below, hereby attests, certifies, warrants and assures that I (We) will not knowingly utilize the services of any illegal immigrant or alien in the performance of this Contract, and will not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant or alien in the performance of this Contract.

Company Name: Matrix Mechanical Solutions, LLC

Contractor's Authorized Agent: Daniel D. Eubanks  
(Printed Name)

Contractor's Authorized Agent:   
(Signature)

Date: 3-22-23

**DRUG-FREE WORKPLACE AFFIDAVIT**

Contractor/Company/Business Name: Matrix Mechanical Solutions, LLC

Contractor/Company/Business' Authorized Agent: Daniel Eubanks  
(Printed Name)

(Check applicable box)

I hereby state that, as an employer, I have adopted a Drug-Free Workplace policy, which meets the criteria set forth by the Tennessee Department of Labor and Workforce Development and at a minimum the requirements of the City of Clarksville's Drug-Free Workplace program, which includes pre-employment drug testing, reasonable suspicion drug testing and, when applicable, compliance with the U.S. Department of Transportation Procedures for Transportation Workplace Drug Testing Programs as specified in Title 49 of the Code of Federal Regulations (CFR) Part 40 and Title 49 CFR Part 199.

Said Drug-Free Workplace program is in compliance with the Tennessee Drug-Free Workplace Act, Tennessee Code Annotated §50-9-101 *et sequentia*.

I hereby state that I employ less than five (5) employees, and I am not required to submit the Drug-Free Workplace Affidavit.

Contractor/Company/Business' Authorized Agent:   
(Signature)

Date: 3-22-23



March 23, 2023

Hickman County Finance Office  
114 North Central Ave. Suite 203  
Centerville, TN 37033

**RE: HVAC, Installation, Repair and Annual Services Contract**

On behalf of Inspection Experts, Inc., (IEI) please find enclosed our price proposal for HVAC, Installation, Repair and Annual Services Contract on behalf of the Hickman County Public Schools in Tennessee.

IEI, a Woman Owned Business, brings the resources and experience needed to provide quality, cost-effective, timely, and practical solutions to Hickman County Schools. We understand the importance of minimizing of disruptions to students and staff, as well as providing professional personnel who conduct themselves with discretion and professionalism while performing high-quality work. We will apply our working knowledge of education settings to support proactive communication, efficiency of schedules, and strong cost control.

IEI has a strong history of performing HVAC maintenance, repair, servicing, upgrades, and installation. Throughout our firm's performance over the past decade, IEI has never received a cure-notice, or contract termination issued by any federal, state or commercial entity. Our list of clients includes a wide array of educational clients including Ensworth School, Baltimore City Schools, Montgomery County Public Schools (MD), Tennessee Tech University, Vanderbilt University, and Roaden University. Federal agencies we have supported including the Department of Housing and Urban Development (HUD), Department of Justice (DOJ), Department of Labor (DOL), Department of State (DOS), General Services Administration (GSA), National Aeronautics and Space Administration (NASA), National Institute of Standards and Technology (NIST), NAVFAC Washington/SE/SW, and the National Institutes of Health (NIH).

IEI appreciates this opportunity to provide a bid to Hickman County Public Schools, an welcomes any requests for additional information regarding our firm, capabilities, and past performance.

Respectfully,

A handwritten signature in black ink that reads "Tiffany Lederle". The signature is written in a cursive, flowing style.

Tiffany Lederle, COO

Contact Information: [Tlederle@ieinc.net](mailto:Tlederle@ieinc.net) (410) 715-3939

IEI Business Headquarters: 9250 Rumsey Road, Suite 106, Columbia, MD 21045

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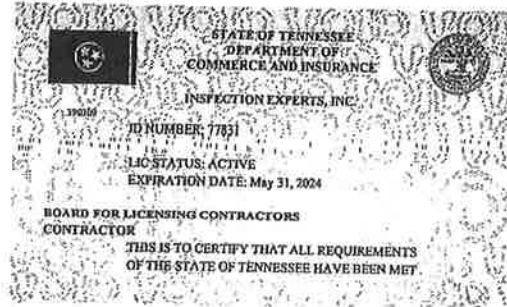
All data and information contained herein and provided by IEI in response to this RFP is considered confidential and proprietary. The data and information contained herein may not be reproduced, published or distributed to, or for, any third parties without the express prior written consent of IEI.

Inspection Experts, Inc.

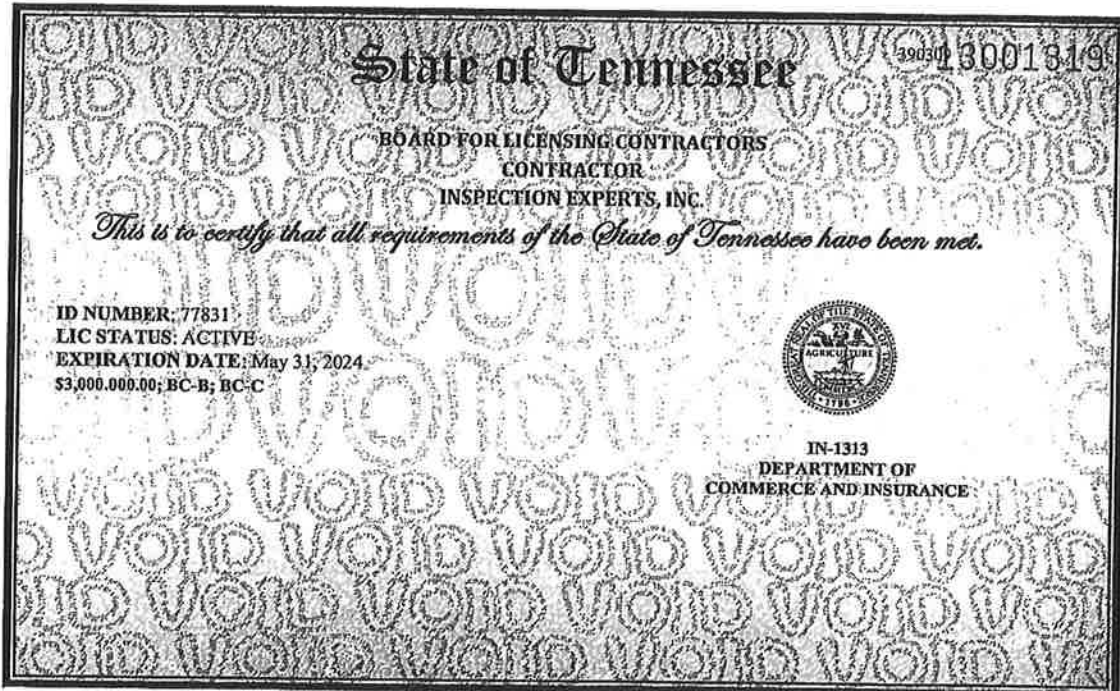
9250 Rumsey Road, Suite 106, Columbia, MD 21045 | 808 P Street, Suite 318, Lincoln, NE 68508



# TN Mechanical Contractor License



INSPECTION EXPERTS, INC.  
9250 Rumsey Road  
Suite 106  
COLUMBIA, MD 21045



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Inspection Experts, Inc.

9250 Rumsey Road, Suite 106, Columbia, MD 21045 | 808 P Street, Suite 318, Lincoln, NE 68508



Proof of Insurance & Workers Compensation Coverage



INSPEXP-01

MCRUZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/3/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Bay Area Insurance Group LLC
INSURED: Inspection Experts, Inc.
CONTACT NAME: Charles Gay, CIC
INSURER A: Starr Indemnity & Liability Company
INSURER B: State Auto Prop & Cas Ins Co.
INSURER C: State Auto Insurance Companies

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR VVD, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation, and Property/Pollution Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER: Proof Of Insurance
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ACORD 25 (2016/03) © 1988-2015 ACORD CORPORATION. All rights reserved. The ACORD name and logo are registered marks of ACORD

All data and information contained herein and provided by IEI in response to this RFP is considered confidential and proprietary. The data and information contained herein may not be reproduced, published or distributed to, or for, any third parties without the express prior written consent of IEI.

Inspection Experts, Inc.
9250 Rumsey Road, Suite 106, Columbia, MD 21045 | 808 P Street, Suite 318, Lincoln, NE 68508



## Regulatory Compliance

IEI hereby confirms that we will comply with all local, state, and federal regulations in regard to employees working on school properties and comply with TCA 49-5-406.

## Bid Form

Please see following page.

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*All data and information contained herein and provided by IEI in response to this RFP is considered confidential and proprietary. The data and information contained herein may not be reproduced, published or distributed to, or for, any third parties without the express prior written consent of IEI.*

Inspection Experts, Inc.

9250 Rumsey Road, Suite 106, Columbia, MD 21045 | 808 P Street, Suite 318, Lincoln, NE 68508

BID FORM					
BIDDER:	INSPECTION EXPERTS, INC (IEI)				
CONTRACT LINE ITEM	DESCRIPTION	FREQUENCY	UNIT DESCRIPTION	UNIT QTY	UNIT COST
C-0001	FIRE DAMPER CLEANING	EVERY 4 YEARS	HOURLY RATE	1	\$50.00
C-0002	ANNUAL SUMMER SERVICE (coils/filters/ belts- unit run test. Note: this is for Il 10- Hickman County Board of Education properties)	ANNUAL	HOURLY RATE	1	\$80.00
C-0003	HVAC SERVICE LABOR (Hourly onsite standard rate from 8:00am-5:00pm Certified Tech (repairs and installation)	AS NEEDED	HOURLY RATE	1	\$80.00
C-0004	CERTIFIED TECHNICIAN LABOR (is actually on site for repairs. Minimum response is the same or next business day, of a given service call)	AS NEEDED	HOURLY RATE	1	\$120.00
C-0005	HELPER LABOR (is actually on site to assist Tech)	AS NEEDED	HOURLY RATE	1	\$50.00
C-0006	TRIP CHARGE (per day, per zip code; Standard trip charge for travel to and from the service call to the site. Note: Only one trip charge per day, on multiple address site calls at the same trip may be charged per zip code. We do our best to batch needs as possible prior to calling. East is one zip code, Centerville is another zip code and will allow for up to two trip charges)	PER OCCURANCE	LUMP SUM; TOTAL VALUE	1	\$125.00
C-0007	Refrigerant charges; R22	AS NEEDED	PER LB INSTALLED	1	\$58.50
C-0008	Refrigerant charges; 410A	AS NEEDED	PER LB INSTALLED	1	\$21.00
C-0009	Refrigerant charges; OTHER TYPE (In event of legal alternate refrigerant change, quote per lb is to be provided during the contract period to the School district.)	AS NEEDED	PER LB INSTALLED	1	\$58.50
C-0010	Freon Installation only charge (using customer provided refrigerant when available and per skid or call) (Customer refrigerant. Tech is to ask maintenance if they have refrigerant on their truck, when needed on a call.)	AS NEEDED	HOURLY RATE	1	\$80.00
C-0011	Flat recover charges Recovery/vacuum charge when needed	AS NEEDED	HOURLY RATE	1	\$80.00
C-0012	Parts and Materials In event parts are provided by the bidder vendor the cost will be set as follows for parts, fans, motors, compressors, boards, etc. Cost plus	PER UNIT	COST PLUS MARK UP		20%
C-0013	Misc. Truck parts: Flat per Skid call; amount per trip for miscellaneous parts, wire nuts, tape, fittings, conduit, etc. (Generally this is allowable \$10-20.)	AS NEEDED	PER CALL	1	\$20.00

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

- (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.
- (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or other otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 3/22/2023 Name: Tiffany Lederle

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest to report.

I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 3/22/2023 Signature: 

A budget work session will be held at the conclusion of the special called meeting on April 19, 2023.

A budget work session has been scheduled for Wednesday, April 26, 2023, at 6:30 p.m. in Room 203 of the Central Office.



# PROPOSED FUNDRAISING ACTIVITIES

East Hickman High School  
7700 Hwy 7, Lyles, TN 37098  
Phone 931-670-1366 Fax 931-670-1039

Fund/Account Name Theatre

Account Number \_\_\_\_\_

Proposed fundraising activities: Spring Play

Purposed Uses of funds raised: To add funds to the theatre program.  
Plays, props, costumes

Expected Student involvement (school-wide or specific school organization): Theatre

Method by which school will receive profit: sell tickets for the play

Requested by: Ernesto Rosas / Theatre teacher  
Name/Title

4-10-23  
Date

Approved by: Zumbely Williams  
Principal

4/10/23  
Date

Approved by: Michelle Hewitt  
Director of Schools\*

4/11/23  
Date

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.



# PROPOSED FUNDRAISING ACTIVITIES

East Hickman High School  
7700 Hwy 7, Lyles, TN 37098  
Phone 931-670-1366 Fax 931-670-1039

Fund/Account Name Theatre

Account Number \_\_\_\_\_

Proposed fundraising activities: ~~To add funds to the theatre department~~  
Concessions during performances

Purposed Uses of funds raised: Plays, Props, costumes.

Expected Student involvement (school-wide or specific school organization): Theatre

Method by which school will receive profit: student will run concessions during intermission.

Requested by: Ernesto Rosas / Theatre Teacher  
Name/Title 4-10-23  
Date

Approved by: Kimberly Williams  
Principal 4-10-23  
Date

Approved by: Michelle Hivert  
Director of Schools\* 4/11/23  
Date

\* The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.