

NOTICE TO BIDDERS

Sealed bids, subject to the conditions contained herein, will be accepted by the Warren County Financial Management Committee at the Warren County Administrative Building, Office of the Finance Department, 201 Locust Street, Suite 2, McMinnville, Tennessee, 37110, up to but no later than 2:00 PM Central Time on Thursday, November 13, 2025 and then publicly opened and read for the fabrication of theming areas within the new Warren County CTE Career Center for Warren County Schools

For bid specifications or more information regarding bids, please contact Tracy Risinger, Career Technical Education Director at (931) 668-5915 or Warren County Finance Employee, LaShay Johnson at (931) 473-2381 ext.1006. Bid documents and specifications may also be found at www.warrenschools.com or www.warrencountyttn.gov and clicking on the "BID OPPORTUNITIES" link under the "GOVERNMENT" menu.

Employees of the selected contractor must have a sexual predator background check performed prior to entering any Warren County school grounds as per Tennessee Code Annotated Section 49-5-413.

Bids will be awarded accordingly as prescribed by law, which states "lowest and best." A Supreme Court ruling states that the discerning of best lies solely on those requesting the bid and not the bidder. No bidder may withdraw his bid for a period of thirty (60) days after date set for opening of the bids.

The right is reserved as the interest of Warren County, Tennessee may require it to accept or reject any or all bids received, to accept or reject any item thereon, to waive any informalities in bidding, and/or to abandon or postpone this project without any obligation to bidders. The Warren County Financial Management Committee will act as sole judge of the merit and qualifications of vendors and materials offered and accept whatever bid deemed to be in the best interest of Warren County. In case of tie bids, Warren County, Tennessee reserves the right to negotiate with bidders. By submission of this bid, the vendor agrees to all terms and condition stated therein.

WARREN COUNTY FINANCIAL MANAGEMENT COMMITTEE

Justin Cotten, Finance Director

Terry Bell, County Executive

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

"No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

No bids may be sent via e-mail or fax. **Bidders shall enclose two (2) copies of the bid.** Bids must be received by Thursday, November 13, 2025 at 2:00 P.M. Central Time to be considered.

Please return sealed bids to: Warren County Financial Management Committee
Finance Department (CTE Center Bid)
Warren County Administrative Office Building
201 Locust Street, Suite 2
McMinnville, Tennessee 37110

Pursuant to T.C.A. 50-9-114, Warren County, Tennessee has adopted a Drug & Alcohol Testing Program and is required to include this information in our bid specifications. Warren County, Tennessee requires Alcohol and Controlled Substances testing for Safety-Sensitive Positions as required by the Federal Omnibus Transportation Employee Act of 1991 and related United States Department of Transportation rules and regulations set forth in 49 CFR Federal Regulations Parts 40 and 382. BIDDERS MUST SUBMIT AN AFFIDAVIT THAT THE BIDDER OPERATES A DRUG AND ALCOHOL TESTING PROGRAM WITH REQUIREMENTS AT LEAST AS STRINGENT AS THAT OF THE PROGRAM OPERATED BY WARREN COUNTY, TENNESSEE.

Bid Information and Specifications for Fabrication of Career Theming Areas
Warren County CTE Career Center
809 Morrison Street McMinnville TN 37110

Warren County Schools invites qualified vendors to submit proposals for the fabrication of theming areas within the new Warren County CTE Career Center in McMinnville TN. The career themed areas should be designed to excite and ignite the imagination of middle school students, immersing them in various career fields.

The Warren County CTE Career Center aims to create an inspiring environment for middle school students to explore various career paths. Each career specific area should be designed to provide a visually and physically engaging experience to help students develop an understanding of the career fields promoted by the Warren County High School Career & Technical Education (CTE) Programs of Study.

Scope of Work

1. Design and Fabrication—Career Theming & Layout
 - Concept Development & Fabrication: Collaborate with Warren County Schools CTE to understand and incorporate our designs to create an immersive experience for each career specific area. Use high-quality materials and innovative design techniques to construct durable and visually appealing immersive career specific area with these minimum components:
 - 9 Career Specific Areas
 - Advanced Manufacturing
 - Agriculture
 - A/V Production
 - Construction
 - Cosmetology
 - Criminal Justice & Cybersecurity
 - Health Science
 - Hospitality
 - Transportation
 - Welcome Centerpiece
 - Welcome Face of Book Centerpiece
 - Teaching, Business, Marketing Face of Centerpiece
 - Warren Bulletin + Photo Wall Final Face of Centerpiece
 - 8 Seating Elements
 - Paint Theming of VR Room
 - Interactive Elements: Incorporate tactile elements to engage students physically and stimulate their curiosity about the career field.
2. Production and Installation
 - Turnkey Production: Manage the entire production process, ensuring timely and high-quality delivery of all career area components
 - Seamless Installation: Coordinate the installation of the career themed areas and layout within the CTE Career Center.
3. Maintenance and Support

- Ongoing Maintenance: Provide regular maintenance to ensure the longevity and functionality of the career areas
- Warrant and Support: Warranty all fabricated parts for a minimum of 1 year from installation
- Technical Support: Offer technical support to address any issues promptly ensuring a seamless experience for students.

Proposal Requirements

1. Company Background and Experience
 - Provide an overview of your company, including relevant experience and qualifications
 - Highlight any previous projects similar in scope and scale
2. Project Approach and Methodology
 - Describe your approach to concept development, design, and fabrication
 - Outline your proposed timeline for project completion, including key milestones
3. Budget and Cost Breakdown
 - Provide a detailed cost of each component of the project, including concept development, fabrication, production, installation, content creation, and maintenance,
 - Include any additional costs or potential contingencies
4. Compliance with Requirements
 - Confirm your ability to meet all specified requirements and deliverables outlined.
5. Other
 - Must provide flooring design, recommendations, and specification to be used for flooring decisions for each career station.
 - Any physical changes required to the existing facility space must be included in the contract and bore by the bid awardee.
 - All components of the career center must meet Tennessee State Fire Codes for an educational facility.
6. Attachments
 - Warren County CTE Design Deck
 - Career Station Flooring Examples
 - Warren County Bid List of Items