



April 7, 2026

WILSON COUNTY

AARON MAYNARD
FINANCE DIRECTOR

NOTICE TO PROSPECTIVE VENDORS

FROM: Labraunya Horton, Deputy Director Finance
WILSON COUNTY FINANCE DEPARTMENT

RE: GBID 815 – RESURFACING OF PARKING LOTS FOR THE WILSON COUNTY BUILDINGS DEPARTMENT

PRE BID DATE: APRIL 10, 2026 @ 9:00 A.M. (228 East Main Street, Lebanon, TN, 1st Floor of the Courthouse)

BID OPENING DATE: APRIL 20, 2026, @ 9:30 A.M. (228 East Main Street, Lebanon, TN, 2nd Floor of the Courthouse, Suite 205)

ADDENDUM

Please see the attached **bid opening date change** for GBID 815 – Resurfacing of Parking Lots for the Wilson County Buildings Department.

Wilson County assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance. Wilson County further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs or activities are federally funded or not.

We look forward to hearing from you and if you have any questions, feel free to telephone. Thank you for your interest in Wilson County.

Respectfully,

WILSON COUNTY FINANCE DEPARTMENT

Labraunya Horton
Deputy Director of Finance

LH: \jt

228 EAST MAIN STREET • ROOM 205 • P.O. BOX 248 • LEBANON, TENNESSEE 37088-0248
PHONE (615) 443-2630 • FAX (615) 443-2635

WILSON COUNTY FINANCE DEPARTMENT
Aaron Maynard, DIRECTOR
228 East Main Street - P.O. Box 248
Lebanon, Tennessee 37088-0248
Phone: 615-443-2630

REQUEST FOR BIDS

Vendor Name: _____ Vendor Contact: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Fax: _____

Email: _____

GENERAL TERMS AND CONDITIONS

1. Responding to Bid: **GBID 815 – Resurfacing of Parking Lots for the Wilson County Buildings Department.**
2. **Date of Solicitation: APRIL 1, 2026**
3. **MANDATORY PRE-BID: APRIL 10, 2026, AT 9:00 A.M. (228 East Main Street, Lebanon, TN – Main Lobby)**
4. **Deadline for Receiving/Opening Bids: APRIL 20, 2026, at 9:30 A.M.**
5. **Bid Format: SEALED BID. BIDS MUST BE CLEARLY MARKED WITH FOLLOWING BID NUMBER AND OPENING DATE:**

"GBID 815 – RESURFACING OF PARKING LOTS FOR THE WILSON COUNTY BUILDINGS DEPARTMENT – APRIL 14, 2026"

ELECTRONIC (FAX OR EMAIL) BIDS WILL "NOT" BE ACCEPTED.

The bidder will show evidence of license expiration date and classification. Wilson County is not responsible for the confidentiality of bids inadvertently opened during mailing or receipt thereof. Unsealed bids will **"NOT"** be accepted. Any bid received after time and date indicated will **"NOT"** be considered.

6. **Bid Opening:** Bids will be opened publicly and read aloud in the office of the Wilson County Director of Finance at 228 East Main Street, Room 205 at Lebanon, Tennessee on **April 20, 2026, at 9:30 A.M.**
7. Prospective vendors who are authorized, licensed and capable are requested to submit bids to provide these products and/or services for the Wilson County Government. The successful bidder must furnish bond(s) and certificate(s) of insurance as required.
8. It shall be the responsibility of the bidder to submit a bid response which complies with (1) the conditions and specifications of the Request for Bid; (2) policies and procedures of Wilson County and applicable laws of the state of Tennessee; and (3) any other applicable laws, regulations and requirements.
9. It is the intent of the Request for Bid to secure competitive bid responses. The specifications herein are intended only to indicate the general character, style, and quality of the item(s) desired. Bidders are encouraged to propose and offer equipment, supplies or service either: (1) as specified herein, or (2) equal to or better in character, style and quality to items specified herein.
10. Any bid submitted should be for the **total** cost to Wilson County.
11. Evaluation and award of bids will be made to one or more bidders meeting the requirements of the Wilson County Government.
12. The undersigned hereby declares that the only person (or) persons interested in this bid as principal (or principals) is (or are) named herein. This bid is in all respects fair and in good faith without collusion or fraud.
13. The bidder agrees that other parts and services not specified, but which might be needed by the Wilson County in fulfillment of the procurement transaction, will be made available at prices equal to or less than the lowest price charged other non-profit or government organizations.
14. **IMPORTANT:** The bidder **must** use bid form included in bid package and bid must be signed by authorized representative of company/business placing bid at time bid is received by Wilson County Finance Department, if not bid will be rejected at time of bid opening.
15. **IMPORTANT:** The bidder **must** sign the Monitoring of Contractors/Consultants form attached.
16. The bidder may not withdraw a bid within **30** days after the date of opening thereof.
17. Payment will be made within thirty (30) days of the date vendor billing is received and approved by authorized Wilson County representative(s).

18. The Wilson County Director of Finance, in coordination with the County Buildings Director reserves the right to increase or decrease quantities to be purchased over the life of this agreement, and to reject any/or all bids or any part of any bid. No contract for purchase will be an obligation of Wilson County until a purchase order is issued for the product by the Wilson County Finance Department.
19. **IMPORTANT:** The bidder must be in compliance with the Davis Bacon Wage Act. (<http://www.gpo.gov/davisbacon/>)
20. The bidder must show any exception(s) to issued specifications and state exceptions on bid sheet and include it in the bid.
21. Should the successful Vendor(s) fail to comply and or meet the general requirements, Wilson County Government shall reserve the right to terminate this agreement within 30 days of written notification.
22. The successful vendor(s) will contact and make all arrangements with Robert Baines, Maintenance Director of the Wilson County Buildings Department at 615-444-1383.
23. **Under T.C.A. § 12-4-113 (formerly § 12-4-126),**
 - a. No addendum to the bid documents is permitted within less than 48 hours of the bid opening (excluding weekends and legal holidays), unless the bid deadline is extended for a reasonable time as determined by the purchasing agent, which cannot be less than 48 hours (excluding weekends and legal holidays), to allow for any necessary changes to the bid documents and to allow bidders to resubmit their bids if necessary.
 - b. Any questions concerning the bid documents must be received by the designer no less than 96 hours before bid opening.
 - c. These provisions do not apply to contracts funded in whole or in part with state or federal highway funds.

VENDOR GUARANTEES, WARRANTIES, ETC.

I HAVE READ THE GENERAL TERMS AND CONDITIONS AND SPECIFICATIONS OF THIS BID SOLICITATION AND AGREE TO ABIDE BY SAME:

DATE OF BID

COMPANY NAME

VENDOR REPRESENTATIVE
(MUST BE SIGNED)

AUTHORIZED TITLE

STATE/BUSINESS LICENSE NB.

EXPIRATION DATE

MONITORING OF CONTRACTORS/CONSULTANTS

Name of Contractor: _____

Date Completed: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email Address: _____

I hereby assure that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.I. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity regarding Wilson County Government.

Declaration of respondent: I declare that I have completed this form to the best of my knowledge and believe it to be true and correct.

Name of Authorized Official

Date