



901 PARDEE ST.  
P.O. Box 59  
JOHNSON CITY, TN. 37605-0059  
Office 423.232.4784 • Fax 423.232.4789  
TDD: 1-800-545-1833, EXT. 762  
[jchousing.org](http://jchousing.org)

## Interior Plumbing, E. Myrtle Court Ph.2

### Invitation for Bid (IFB)

The Johnson City Housing Authority (JCHA) is serving as General Contractor for the construction project of E. Myrtle Court Phase 2 which entails construction of one single story building consisting of ten townhouses (units). The property's owner is JCHA's non-profit entity Keystone Development, Inc. The project site is located at 1904 E. Myrtle Avenue, Johnson City, TN. 37601 and is adjacent to E. Myrtle Court Ph. 1 at 505 Steel Street, Johnson City, TN. 37601. The site's frontage is E. Myrtle Avenue with Iron Street to the side. JCHA is seeking bids from qualified subcontractors for the following scope of work: **Interior Plumbing**.

IFB Number:	IFB-IP 1-2026
Issue Date:	January 5, 2026
Bid Opening Date/Time:	February 4, 2026 / 2:00 P.M. EST
Bid Opening Location:	1212 East Watauga Avenue Johnson City, TN. 37601
Pre-Bid Conference:	<b>January 15, 2026, / 2:00 P.M. EST</b> Please read this document prior to the meeting. Attendance is not mandatory but recommended.
Pre-Bid Location:	1212 East Watauga Avenue Johnson City, TN. 37601
Availability & Award Results:	The IFB documents are posted and available at JCHA's webpage at: <a href="http://www.jchousing.org">www.jchousing.org</a> <b>Contact Project Managers Dwight Harrell and/or Adam Warren for access to Architectural Drawings/Plans.</b> Dwight Harrell, <a href="mailto:dwighth@jchousing.org">dwighth@jchousing.org</a> 423-426-3467. Adam Warren, <a href="mailto:awarren@jchousing.org">awarren@jchousing.org</a> 423-426-3468.

Award results will also be posted at conclusion of IFB process.



## **SECTION 1- IFB COVER LETTER**

Sealed Bids for: **IFB: Interior Plumbing, E. Myrtle Ph. 2**

Will be received at the following address:

Keystone Development, Inc.  
1212 East Watauga Avenue  
Johnson City, TN 37601

until 2:00 p.m. EST, on February 4, 2026. Bids shall be presented on the form prescribed by the Housing Authority, be enclosed in a sealed envelope clearly displaying the **Outer Bid Envelope Information Page** as provided in the Bid Documents, and subject to the General Conditions, Terms, and Specifications as contained in the Bid Documents. All Bids received by the deadline, will be publicly opened, read aloud, and recorded at 2:00 p.m. on February 4, 2026.

A Pre-Bid Conference will be held at 2:00 pm. EST January 15, 2026 at the offices of the Keystone Development, Inc., 1212 East Watauga Ave., Johnson City, TN 37601.

By submission of a Bid, the bidder agrees, if its Bid is accepted, to enter into a Subcontract with the Housing Authority for the Subcontract Price and within the Subcontract Time indicated in the attached IFB. The bidder further accepts all of the terms and conditions of the IFB.

The IFB must be independently arrived at and be prepared in accordance with the bid documents.

The bid prices shall be included as provided in the attached IFB. All prices shall be on a firm-fixed-price basis and are not subject to adjustment based on costs incurred (base bid and non-base bid). The Housing Authority reserves the right to reject any and/or all bids.

Bidders should be advised that, prior to award of any Subcontract, the Housing Authority reserves the right to conduct a pre-award survey for the purpose of determining the bidder's responsibility and capacity to perform the contract. This survey may include, but is not necessarily limited to, a review of subcontracting agreements, financial capacity, and quality of work performed on other subcontracts.

All bidders must be licensed Contractors in the State of Tennessee if applicable and as required by the Contractors' Licensing Act of 1994 (TCA Title 62), as revised.

Bid, payment and performance bonds are required IF the total bid exceeds \$100,000.



- A bid bond made payable to the Johnson City Housing Authority in the amount of 5% of the total Bid price, (if bid exceeds \$100,000)
- Performance and payment bonds for 100% of the contract price for the successful bidder, (if subcontract exceeds \$100,000).
- All bonding companies must be listed in the "Federal Register, Department of the Treasury Fiscal Service, Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies; Notice". Companies licensed to do business in the state of Tennessee must issue all required bonds.

All bids must be signed and dated; if a joint venture is submitting the bid, each joint venturer must sign the bid.

Addendums (if applicable) will be posted at JCHA's website. It is the responsibility of the entity submitting a bid and/or proposal to obtain posted Addendum and check appropriate box on "Section 2 Bid/Price Form".

Bid Documents may be obtained at JCHA's administrative office, or at JCHA's website. Questions regarding the IFB are to be submitted no later than 4:30 PM on January 26, 2026 in writing, including email to [travisc@jchousing.org](mailto:travisc@jchousing.org)

The Authority reserves the right to reject any and/or all bids

Sam Edwards  
CEO/Executive Director



## **SECTION 2 - BID / PRICE FORM (RETURN WITH BID)**

PROJECT: IFB: Interior Plumbing, E. Myrtle Ph. 2

**Bidder's Company Name:** \_\_\_\_\_

**Bidder's Address:** \_\_\_\_\_

**Representative Name (Print):** \_\_\_\_\_

**Representative Name (Signature):** \_\_\_\_\_

**Representative Phone Number:** \_\_\_\_\_

**Representative Email:** \_\_\_\_\_

The Bidder, hereby proposes to furnish all labor, materials, and supplies to perform and complete the noted project in strict accordance with the drawings, specifications, and addendums prepared by the Architect & Engineers, and according to bid and subsequent contract documents within the time set forth therein, and at the price stated below. The Base Bid Sum consists of three interior plumbing components (under slab, above slab, & finish/finish).

**A. Base Bid Sum:**

**Under Slab Rough-In Plumbing, Firm-Fixed Bid Sum:** \$ \_\_\_\_\_

**Above Slab Rough-In Plumbing, Firm-Fixed Sum:** \$ \_\_\_\_\_

**Finish/Final Plumbing (Connection-Installation of Fixtures):** \$ \_\_\_\_\_

**The Base Firm-Fixed Bid **TOTAL** Sum (Total Base Bid with  
all Interior Plumbing component sum amounts combined) is: \$ \_\_\_\_\_**

**Dollars**

**(Written Amount)**

**B. Received Addendums (check all that apply):**

None Addendum 1 Addendum 2 Addendum 3 Addendum 4 Addendum 5



## **SECTION 3 – DESCRIPTION OF WORK**

Provide all Interior Plumbing work and materials as indicated and in accordance with Architect & Engineer's drawings, specifications, and addendums and according to bid and subsequent subcontract documents, for the construction of a single story building consisting of ten (10) townhouses (units). Work includes the "Under Slab Rough-In", the "Above Slab Rough-In", and the "Finish/Final" plumbing. Work also includes Passive Radon Piping and Floor Drains at all Laundry Rooms. Fixtures are provided by General Contractor (JCHA), and includes but not limited to: Showers/Tubs, Water Closets, Sinks/Faucets, Dishwashers, Refrigeration Ice Makers, Water Heaters, Washers, etc. All necessary materials to be provided by Subcontractor and Subcontractor to provide labor for connection to fixtures.

## **SECTION 4 – INCLUSIONS**

- a. Subcontractor shall be responsible for field verifications of all measurements.
- b. Subcontractor shall provide labor and furnish all necessary materials for Under Slab Rough-In Plumbing including water and sewer installation and connection to existing lines provided and located roughly 5' outside building.
- c. Subcontractor shall provide labor and furnish all necessary materials for installation of Passive Radon Piping.
- d. Subcontractor shall provide labor and furnish all necessary materials for Above Slab Rough-In Plumbing.
- e. Subcontractor shall provide labor and furnish all necessary materials for installation of Floor Drains at all Laundry Rooms.
- f. Subcontractor shall provide labor and furnish all necessary materials (including applicable braided supply lines & cut off valves) for Finish/Final Plumbing. (Fixtures furnished by JCHA).
- g. Subcontractor shall deposit soils from trenching in such locations as directed by General Contractor.
- h. Subcontractor agrees to provide all necessary equipment as needed to accomplish scope of work.
- i. Subcontractor shall maintain clean work environment and dispose of all trash and debris in general contractor provided dumpster on a daily basis.
- j. The General Contractor shall have the right to reject defective materials and/or workmanship. Materials and/or workmanship not in conformance with the specifications will be considered defective.
- k. Subcontractor shall be responsible for all safety equipment (hardhats, safety vests, etc.) necessary for job and will be responsible for any fines imposed by OSHA or other regulatory government agencies.



- I. Subcontractor to obtain all required permits, as necessary for this project.
- m. Under Slab Rough-In to be completed within 30 days of first Notice to Proceed unless approved weather delays as determined by General Contractor.
- n. Above Slab Rough-In to be completed within 35 days of second Notice to Proceed unless approved weather delays as determined by General Contractor.
- o. Finish/Final Plumbing to be completed within 40 days of third Notice to Proceed unless approved weather delays as determined by General Contractor.
- p. Subcontractor to provide "As-Built" documents to General Contractor as applicable.

## **SECTION 5 – GENERAL CONDITIONS & SPECIAL CONDITIONS**

### **ARTICLE 1**

Progress payments per an acceptable monthly pay request from the Subcontractor, less retainage of 5% as applicable, shall be made to the Subcontractor for Work satisfactorily performed no later than ten (10) days after receipt of application for payment or approved invoice for large scale and on-going projects. Subcontractor's Schedule of Values must be approved prior to submitting first Pay Request. Progress payments will not be applicable to work projects lasting less than one calendar month and to be billed after work completion as one lump sum, paid within "net 30" of approved invoice. These payments are subject to receipt for such lien waivers, affidavits, warranties and guarantees required by the Contract Documents or Contractor.

### **ARTICLE 2**

**SCHEDULE OF WORK.** Time is of the essence. Subcontractor shall provide General Contractor with any requested scheduling information of Subcontractor's work. The Schedule of Work, including that of this Contract shall be prepared by General Contractor and may be revised as the work progresses. The schedule must be agreeable with the Subcontractor.

Subcontractor recognizes that changes may be made in the Schedule of Work and agrees to comply with such changes without additional compensation. Subcontractor shall coordinate its work with all other subcontractors, and suppliers on the Project so as not to delay or damage their performance, work or the Project.



## ARTICLE 3

CHANGES: General Contractor, without nullifying this Agreement, may direct Subcontractor in writing to make changes to Subcontractor's work. Adjustment, if any, in the contract price or contract time resulting from such changes shall be set forth in a Contract Change Order pursuant to the Contract Documents.

## ARTICLE 4

FAILURE OF PERFORMANCE. Should Subcontractor fail to satisfy contractual deficiencies within three (3) working days from receipt of General Contractor's written notice, then the General Contractor, without prejudice to any right or remedies, shall have the right to take whatever steps it deems necessary to correct said deficiencies and deduct cost from unpaid balance of subcontract amount.

## ARTICLE 5

INSURANCE. The Subcontractor shall at all times indemnify and save the General Contractor and Owner harmless from all claims on this job and from any or all damage, loss or expense that may be incurred by the General Contractor by reason of any damage to its property or by reason of any injuries or death to its employees or third persons, or from any damage to the property that may be caused by or result from the performance of the work by the Subcontractor. Subcontractors shall purchase and maintain during the entire project and during the warranty period, insurance with the minimum limits and coverage shown below or greater (if required by the Subcontract Documents), from insurance companies acceptable to **General Contractor - Johnson City Housing Authority**.

**GENERAL LIABILITY:** Subcontractor shall carry standard ISO General Liability coverage, written on an occurrence basis - including Completed Operations. The coverage must be endorsed to name **General Contractor - Johnson City Housing Authority (including the Architect and others as required in contract documents)** as an "additional insured" providing "Your Work" coverage (i.e. ongoing operations and Completed Operations) "arising out of" work performed for the General Contractor by the Subcontractor. The "Additional Insured" form shall also state that this insurance shall be primary without right of contribution from any other insurance available to the "additional insureds".

The CGL must be written on an occurrence basis, with minimum limits of:

Each Occurrence	\$1,000,000
General Aggregate - Per Project	\$2,000,000
Products and Completed Operations Aggregate	\$1,000,000
Personal/Advertising Injury	\$1,000,000
Medical Payments	\$5,000

**COMPREHENSIVE AUTOMOBILE LIABILITY** on occurrence basis covering all Owned, Non-Owned and Hired Vehicles for limits of liability equal to \$1,000,000 Combined Single Limit.



**WORKER'S COMPENSATION** including Occupations Disease insurance meeting the statutory requirements of the State in which work is to be performed together with a Broad Form All States Endorsement and containing **Employer's Liability** insurance in an amount of at least \$100,000 Each Accident / \$500,000 Disease – Policy Limit / \$100,000 Disease – Each Employee. Workers Compensation shall waive the rights of subrogation in favor of all additional insureds.

A certificate of insurance form must be filed with **General Contractor - Johnson City Housing Authority** prior to the commencement of any work and must state coverage will not be altered, cancelled or allowed to expire without thirty (30) days written notice by certified mail to **General Contractor - Johnson City Housing Authority**. If any of the above coverages are subject to or are in excess of any deductibles or self-retention, these amounts must be stated on the certificate, and said deductibles and self-retention will be the sole responsibility of Subcontractor.

It is understood and agreed that the insurance coverage and limits, required above, shall not limit the extent of Subcontractor's responsibilities and liabilities specified within Subcontract Documents or by law. It is understood and agreed that authorization is hereby granted to refuse entry to job site and to withhold payments to Subcontractor until a properly executed Certificate of Insurance is received by **General Contractor - Johnson City Housing Authority**.

Subcontractor's Insurance Requirements set forth herein shall become and be part of any purchase order or contract issued by **General Contractor - Johnson City Housing Authority** to Subcontractor as though fully set forth in said purchase order or contract.

Should Subcontractor fail or neglect to provide the required insurance, **General Contractor - Johnson City Housing Authority** shall have the right, but not the duty, to provide such insurance and deduct from any money that may be due or become due to Subcontractor for any and all premium or costs **General Contractor - Johnson City Housing Authority** incurs. Equivalent insurance coverage must be obtained from each Subcontractor, if any, before permitting them on the site of the project. Otherwise, such insurance for Subcontractors must be included within Subcontractor's insurance policies.

## ARTICLE 6

**INDEMNIFICATION.** The Subcontractor shall secure, defend, protect, hold harmless and indemnify the (General Contractor, Owner, Construction Manager, Architect) and any of their respective agents, servants and employees against any liability, loss, claims, demands, suits, costs, fees and expenses whatsoever arising from bodily injury, sickness, disease (including death resulting there from), of any persons, or damage or destruction of any property, including loss of use, arising out of or in connection with the performance of any work relating to this Subcontract, including extra work assigned to the Subcontractor, based upon any act or omission, negligent or otherwise, of (a) the Subcontractor or any of its agents, employees or



servants, (b) any subcontractor, supplier or material men of the Subcontractor or any agents, employees, or servants thereof, (c) any other person or persons.

The obligations of indemnification contained herein shall exclude only those matters in which the claim arises out of the sole negligence of the (General Contractor, Construction Manager, Architect) or any of their respective agents, employees or servants.

## ARTICLE 7

**WARRANTY.** Subcontractor warrants its work against all deficiencies and defects in material and/or workmanship and agrees to satisfy same without cost to General Contractor for a period of one (1) year from the date of Substantial Completion of the Project or per Subcontract Documents, whichever is longer.

## ARTICLE 8

**SAFETY.** The prevention of accidents on or in the vicinity of its Work is the Subcontractor's responsibility, even if General Contractor establishes a safety program implementing safety measures, policies, and standards conforming to those required or recommended by governmental and quasi-governmental authorities having jurisdiction and by the General Contractor, including, but not limited to, requirements imposed by the Subcontract Documents. Subcontractor shall comply with the reasonable recommendations or insurance companies having an interest in the Project, and shall stop any part of the Work in which General Contractor deems unsafe until corrective measures satisfactory to subcontractor have been taken. General Contractor's failure to stop Subcontractor's unsafe practices shall not relieve Subcontractor of the responsibility there for. Subcontractor shall notify General Contractor immediately following any accident and promptly confirm the notice in writing. A detailed written report shall be furnished if requested by the General Contractor. Subcontractor shall indemnify General Contractor for fines, damages or expenses incurred by the General Contractor because of the Subcontractor's failure to comply with safety requirements any amounts due or to become due the Subcontractor.

The Subcontractor shall satisfy itself as to the safety of any facility, equipment or conveyances placed on the project by the General Contractor when used by the Subcontractor, and shall assume the entire responsibility for liability for any bodily injury (including death) to any person or of injury to and property occasioned by such use.

## ARTICLE 9

**CLEANUP.** The Subcontractor shall follow the General Contractor's cleanup and safety directions, and (a) at all times keep the building and premises free from debris and unsafe conditions resulting from the Subcontractor's Work; and (b) broom clean each work area prior to discontinuing work in the same. If the Subcontractor fails to immediately commence compliance with clean up duties within twenty-four hours after written notification from the General



Contractor of noncompliance, the General Contractor may implement such cleanup measures without further notice and deduct the cost thereof from any amounts due or to become due the Subcontractor.

## **ARTICLE 10**

**INITIAL DISPUTE RESOLUTION PROCESS.** If a dispute arises out of or relates to this Agreement or its breach, the Parties shall endeavor to settle the dispute first through direct discussions. If the dispute cannot be settled through direct discussions, the Parties shall endeavor to settle the dispute by mediation under the current Construction Industry Mediation Rules of the American Arbitration Association before recourse to any binding dispute resolution procedures.

**BINDING DISPUTE RESOLUTION.** If the matter is unresolved after submission of the matter to mediation, the Subcontractor and General Contractor shall submit the matter to arbitration using the current Construction Industry Arbitration Rules of the American Arbitration Association or the Parties may mutually agree to select another set of arbitration rules. The administration of the arbitration shall be as mutually agreed by the Parties. The costs of any binding dispute resolution procedures shall be borne by the non-prevailing Party, as determined by the adjudicator of the dispute. The venue of any binding dispute resolution procedure shall be the location of the Project, unless the Parties agree on a mutually convenient location.

## **ARTICLE 11**

Liquidated damages may apply at \$100.00 per calendar day for each day beyond the scheduled completion date. The Housing Authority will consider explanatory information if it provides a valid reason for delays in schedule and may choose to waive liquidated damages if deemed applicable.

## **ARTICLE 12**

The Bidder certifies by bid submission that it is not included on the list created pursuant to Tenn. Code Ann. § 12-12-106 of the Iran Divestment Act.

## **ARTICLE 13**

Subcontractor will, in providing labor for the Project, comply with the provisions of the Tennessee Lawful Employment Act, including without limitation maintaining and making available for inspection by Subcontractor and General Contractor, as they may deem necessary, appropriate Form I-9's for all employees assigned to the Project. Subcontractor must not knowingly utilize the services of illegal immigrants in the performance of a subcontract for good or services.



## SPECIAL CONDITIONS:

1. **General Contractor - Johnson City Housing Authority** enforces a zero tolerance Drug Free Workplace. Subcontractors are required to also comply accordingly.
2. The Subcontractor shall furnish all equipment, and tools required to perform services stated in this Subcontract.
3. All state and local permits are a part of this Subcontract and shall be furnished by the Subcontractor.
4. Subcontractor is responsible for temporary power and water however JCHA may provide such items if readily available.
5. Time is of the essence in this subcontract. Any penalties assessed, as a result of time delays on this project will be passed on to the Subcontractor responsible for the delays and the completion of this Subcontract.
6. Certificates of insurance and W-9 form must be in General Contractors possession before any work begins.
7. Invoices may be submitted monthly for work properly performed and/or at project completion. Retainage will be applicable if deemed necessary by General Contractor.
8. Before work begins, and in order for the first application for payment to be processed, the subcontractor must have furnished:

- A. Insurance Certificate's in accordance with Article 5 regarding:

1. General Liability
2. Comprehensive Automobile Liability
3. Worker's Compensation

Limits shall be in the amount specified in the general conditions of the contract between the General Contractor and **Subcontractor**.

- B. Performance and payment bonds, if required, on the face of the Subcontract.
- C. Subcontractor's application for payment.
  1. Form of application supplied by General Contractor - Johnson City Housing Authority unless approved otherwise by General Contractor.
  2. In the event the subcontract amount exceeds \$10,000, the approved breakdown schedule of values showing various materials by type, identifying stored materials, and/or segments of the work totaling the full amount of the subcontract may be required by General Contractor. The schedule of values shall include a line item value for preparation of operation and Maintenance Manuals and As-Built Drawings if applicable as determined by General Contractor.
- D. Safety Data Sheet (SDS) for material placed on the job during the current month and those expected within the next month as applicable.
- E. Signed acknowledgement copy of the subcontract.
- F. Subcontractor to furnish a copy of business license and/or subcontractor's license as applicable.
9. **General Contractor - Johnson City Housing Authority's** Project Managers' are Adam Warren and Dwight Harrell.
10. No extras will be accepted unless covered by a fully executed Change Order to this subcontract.



11. All subcontractors shall comply with OSHA safety requirements. Any subcontractor OSHA violation fee is to be paid by subcontractor.
12. Shop drawings and submittals shall be submitted within 3 weeks of receipt of the subcontract in order to meet the construction progress schedule, if applicable.
13. All correspondence, instruction, questions, etc. shall be sent through **General Contractor - Johnson City Housing Authority**.
14. The project schedule is based on a 5-day work week at 8 hours per day, however extended days and/or hours are permitted (and maybe necessary) with **General Contractor - Johnson City Housing Authority's approval**. All subcontractors are required to adhere to project work schedule.
15. Project Meetings: Project Manager may hold periodic project meetings to discuss applicable scope of work and/or progress with applicable subcontractors. Meeting schedules will be announced in advance and Project Superintendents will be expected to attend.
16. Comply with Executive Order 11246 regarding Equal Employment Opportunity
17. Comply with a Drug-Free Workplace in accordance with Federal and/or State guidelines And provide certification through contract signature or other forms, as provided by Housing Authority.
18. Comply with the latest building codes, state and federal laws, relative to public works subcontracts including the American with Disabilities Act.
19. Comply with Section 3 of the HUD act of 1968 and encourage utilization of Minority and Women Business Enterprises as feasible. HUD form HUD 5370-EZ and HUD Table 5.1 of HUD Handbook No. 7460.8 rev-2, incorporated by reference at [www.hud.gov](http://www.hud.gov)  
**Davis Bacon wage rates apply to this project.**
20. Subcontractor agrees to abide by requirements set forth by applicable funding agencies, such as Tn. Housing Development Agency (THDA) and Federation of Appalachian Housing Enterprises, Inc. (FAHE) including the following mandated contract clause:  
The sub-grantee, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.
21. Subcontractor agrees to abide by THDA's "Federal Construction Requirements" as noted on THDA's 2024-2 HOME Rental Development Round Program on THDA's website [www.thda.org](http://www.thda.org) and includes Section 3 requirements that ensures employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to low-and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.
22. Bid Results may be posted on JCHA's website after bid opening.



## **SECTION 6- NOTICE TO BIDDERS**

In a sealed 10" x 13" envelope, clearly marked with the Outer Bid Envelope Information (Section 6) provided, **each bidder is to complete and provide the following:**

1. Bid / Price Form (SECTION 2). Information is to be filled in on all pages of this Form.
2. A completed *Representations, Certifications, and Other Statements of Bidders* (form HUD 5369-A), (SECTION 7).
3. Bid Bond for bids over \$100,000 (5% of the total Contract Amount)  
\*\*Note\*\* Bid bonds cannot be business or personal checks.
4. Current Certificates of Insurance for Workman's Compensation, Liability, and Automobile coverage.
5. A signed "Non-Collusive Affidavit" form (SECTION 8).

**NOTE:** Failure to provide the above-listed documents, *properly executed*, may render the bid non-responsive and a contract may not be awarded.

IF APPLICABLE-All bidders must be licensed Contractors in the State of Tennessee as required by the Contractors' Licensing Act of 1994 (TCA Title 62, Chapter 6), as revised. The sealed envelope containing the bid must provide the following information: The Subcontractor's name, address, license number, expiration date, license classification and license limits. Failure of any bidder to comply therewith may void such bid. See "Outer Bid Envelope Information" within this packet.



## **SECTION 7 - OUTER BID ENVELOPE INFORMATION**

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

**Bid Documents  
for  
Johnson City Housing Authority  
Johnson City, Tennessee**

**INVITATION FOR BID:  
Interior Plumbing, E. Myrtle Court Ph. 2**

**Bid Opening:  
2/4/2026 / 2:00 p.m. EST**

**Bidder's Company Name** \_\_\_\_\_

**Bidder's Address** \_\_\_\_\_

**State Contractor's License Number (IF APPLICABLE)** \_\_\_\_\_

**Classification (IF APPLICABLE)** \_\_\_\_\_

**Expiration Date (IF APPLICABLE)** \_\_\_\_\_

**\$ Limit of License (IF APPLICABLE)** \_\_\_\_\_

**Note:** This page will be furnished to each bidder and **shall be taped to the bid envelope.** All blanks to be filled in.

End of Outer Bid Envelope Information



## **SECTION 8 – Non-Collusive Affidavit (Return with Bid)**

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says:

That he/she is \_\_\_\_\_

The party making for foregoing proposal or bid, that such proposal or bid is genuine and not collusive or; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person to put in a sham bid or to refrain from bidding, and has not in any matter, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, to fix overhead, profit or cost element of said bid price, or that of any other or to secure any advantage against the Housing Authority or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

Signature of:

\_\_\_\_\_  
(Bidder, if the bidder is an Individual)

\_\_\_\_\_  
(Partner, if the bidder is a Partnership)

\_\_\_\_\_  
(Officer, if the bidder is a Corporation)

Subscribed and sworn to before me  
this \_\_\_\_\_ day  
of \_\_\_\_\_, 20 \_\_\_\_\_.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**SECTION 9 – Site Map**

