

**REQUEST FOR PROPOSALS  
FOR  
CONSTRUCTION SERVICES  
BOX HANGAR  
CROSSVILLE MEMORIAL AIRPORT**

The City of Crossville is requesting proposals for Construction Services for a proposed Box Hangar at Crossville Memorial Airport. Proposals will be received by the City of Crossville at 392 North Main St., Crossville, Tn 38555 at the office of City Clerk until 10:00 o'clock A.M., C.D.T. July 7, 2023. All proposals should be properly marked **CITY CLERK/RFP** and **“RFP – Construction Services – Box Hangar”** on the outside of the envelope. No electronic submissions accepted.

Scope of Services

The proposed project for construction includes a pre-engineered metal building with a Box Hangar Area being 80 feet by 80 feet and an Office Area being 12 feet by 80 feet. The new facility shall meet or exceed the local and the state building codes. See attached Minimum Requirements and Concept Plan for more information.

Services to be included are as follows:

- Provide the City with a contract that meets all requirements of this project.
- Attend and coordinate a kick-off meeting with City Staff in order to clarify the City's requirements for the project.
- The Contractor shall provide all architectural and engineering services required to obtain a building permit.
- The Contractor shall construct the building on a pad ready site at the airport.
- Proposal to included a schedule for the project based upon the scope of services.
- Proposal to include a lump sum price based upon the scope of services and list of any allowances used in the proposal that is included in the lump sum price.

Each proposal should include the following information for evaluation

1. Specialized experience or technical expertise of the firm in connection with the type of services to be provided.
2. Past record of performance on contracts with the community and other clients including quality of work, timeliness, and cost control.
3. Familiarity with the type of problems applicable to the project.
4. Familiarity with local conditions.
5. List of at least (3) aviation projects constructed in TN in the last ten years
6. Project schedule to be included in the proposal.
7. The contractor shall meet the minimum requirements in the attached Contractor Requirements.
8. Lump Sum Price based upon the scope of services and list of any allowances used in the proposal that is included in the lump sum price.

**CITY OF CROSSVILLE**  
**REQUEST FOR PROPOSALS**

IMPORTANT: Read Instructions Carefully

**RETURN PROPOSAL TO:**

City Clerk, Valerie Hale  
City of Crossville  
392 North Main Street  
Crossville, TN 38555

Date Issued: June 20, 2023

Proposal to be Opened: **July 7, 2023 @ 10:00 am CDT**

Prices to be F.O.B. – City of Crossville, Crossville Memorial Airport

**NOTICE TO CONTRACTOR**

Please enter the LUM SUM BASE PRICE for your proposal listed herein specified for the construction of a Box Hangar Building with an office area. Be sure the specifications are followed. Any deviation from the specifications shall be noted in an attach letter containing a description of the deviation with any additional comments, and it will be considered as part of your proposal. Provide a list of allowances if used other than the ones specified in the minimum requirements.

**We reserve the right to accept or reject any or all proposals.**

For further information, contact Don Cole at 931-456-2014, email: don.cole@crossvilletn.gov.

Contractor's Name: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_

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

**Lump Sum Base Price (including allowances used in proposal)**

\$ \_\_\_\_\_

**Alternative #1 - Epoxy Resin Floor – Box Hangar Area (Additive)**

\$ \_\_\_\_\_

Proposer must agree to commence work on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project within **180** consecutive calendar days thereafter. Proposer must agree also to pay as liquidated damages, the sum of **\$1,000.00** for each consecutive calendar days

The above lump sum price shall include all labor, materials, bailing, shoring, removal, overhead, profit, insurance, etc., to cover the finished work of the several kinds called for.

Proposer understands that the Owner reserves the right to reject any or all proposals and to waive any informalities in the Request for Proposals.

The proposer agrees that this proposal shall be good and may not be withdrawn for a period of 60 days after the scheduled closing time for receiving proposals.

Respectfully submitted:

SIGNED BY: \_\_\_\_\_

Print name \_\_\_\_\_

FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Please attach your Proposal to this form include the information required for evaluation of your proposal and any other information that the proposer deems relative to this project.**

## IMPORTANT INSTRUCTIONS TO CONTRACTORS

1. Each proposal should be in a **SEPARATE ENVELOPE** and have typed/noted on the envelope the **CITY CLERK/RFP, "RFP – Construction Services – Box Hangar", OPENING DATE, AND TIME. No electronic submissions.**
2. All proposers must be licensed General Contractors as required by the Contractor's Licensing Act of 1994 of the General Assembly of the State of Tennessee, and qualified for the type of construction being proposal upon. Each proposer shall write on the outside of the envelope containing its Request for Proposal: 1) its Contractor's license number; 2) that part of the classification applying to the proposal. If this is not done, the proposal will not be opened.
3. Specifications and/or Requirements used in this proposal are intended to be open and non-restrictive. Reference to brand names, catalogs, etc., is to establish minimum standards of quality and does not preclude BUYER'S consideration of proposals on comparable quality.
4. Unless otherwise indicated, proposals should be submitted indicating a lump sum price for all products and services include in your proposal.
5. The City of Crossville, Engineering Department, will review the proposals and make a recommendation to the City Council for approval based upon the evaluation criteria.
6. The Contractor must provide Certificates of Insurance for Liability and Workers Compensation if awarded the proposal.
7. The Contractor must provide a performance and payment bond for the entirety of the project if awarded the proposal.
8. Each proposal must be accompanied by Certification of Contractor Regarding Iran Divestment Act, Certification of Contractor Regarding Equal Employment Opportunity (Title VI of the Civil Rights act), Drug-Free Workplace Affidavit, and Statement of Compliance Certificate - Illegal Immigrants. All the Certifications must be fully completed and executed with the Request for Proposals. See attached forms.

### **Conceptual Timeline**

Award Proposal – July 11, 2023 by City

Notice of Award – July 12, 2023 by City

Notice to Proceed – August 26, 2023 by City (45 days from Notice of Award)

Final Completion Date – February 22, 2024 (180 days from the Notice to Proceed)

# IRAN DIVESTMENT ACT

In compliance with the Iran Divestment Act (State of Tennessee 2016, Public Chapter No. 817), which became effective on July 1, 2016, certification is required of all contractors on contracts over \$1,000.

*By submission of this proposal, each contractor and each person signing on behalf of any contractor certifies, and in the case of a joint proposal each party hereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each contractor is not on the list created pursuant to T.C.A. § 12-12-106.*

*I affirm, under the penalties of perjury, this statement to be true and correct.*

_____	_____
Date	Signature of Contractor
	_____
	Company

A proposal shall not be considered for award nor shall any award be made where the foregoing certification has not been complied with; provided, however, that if in any case the contractor cannot make the foregoing certification, the contractor shall so state and shall furnish with the proposal a signed statement which sets forth in detail the reasons therefor. The City of Crossville may award a proposal to a contractor who cannot make the certification, on a case-by-case basis, if:

- (1) The investment activities in Iran were made before July 1, 2016, the investment activities in Iran have not been expanded or renewed on or after July 1, 2016, and the person has adopted, publicized, and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
- (2) The City of Crossville makes a determination that the goods or services are necessary for the City of Crossville to perform its functions and that, absent such an exemption, the political subdivision will be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

# **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.”**

The City of Crossville provides benefits and services such as police protection, fire protection, water service, sewer service, sanitation service, infrastructure needs, and other related municipal services. The City also provides funds to certain non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Leah Crockett, Human Resources Administrator  
Title VI Coordinator

Please sign and return to the City of Crossville verifying that your company is in compliance with the above Title VI, 1964 Civil Rights Act.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Company

\_\_\_\_\_  
Print Name

Please return to:      City of Crossville  
                                 392 N. Main St.  
                                 Crossville, TN 38555

**DRUG-FREE WORKPLACE AFFIDAVIT**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The undersigned, principal officer of \_\_\_\_\_, an employer of five (5) or more employees contracting with

\_\_\_\_\_ government to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of \_\_\_\_\_ (hereinafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the *Tennessee Code Annotated*.
3. The Company is in compliance with T.C.A. § 50-9-113.

Further affiant saith not.

\_\_\_\_\_  
Principal Officer

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

Before me personally appeared \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

# STATEMENT OF COMPLIANCE CERTIFICATE ILLEGAL IMMIGRANTS

EACH CONTRACTOR SHALL FILL IN AND SIGN THE FOLLOWING

This is to certify that \_\_\_\_\_  
 have fully complied with all the requirements of Chapter No. 878 (House Bill No. 111 and Senate Bill No. 411) which serves to amend Tennessee Code Annotated Title 12, Chapter 4, Part I, attached herein for reference.

- All Contractors for construction services on this project shall be required to submit an affidavit (by executing this compliance document) as part of their proposal, that attests that such Contractor shall comply with requirements of Chapter no. 878.

Signed: \_\_\_\_\_

State of \_\_\_\_\_ )  
 \_\_\_\_\_ ) ss  
 County of \_\_\_\_\_ )

Personally, appeared before me, \_\_\_\_\_ the undersign Notary

Public, \_\_\_\_\_, the within named bargainer, with whom I am personally acquainted, and known to me to be the President / Owner / Partner (as applicable) of the \_\_\_\_\_, Corporation, Partnership, Sole Proprietorship (as applicable) and acknowledged to me that he executed the foregoing document for the purposes recited therein.

Witness my hand, at office, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
 Notary Public

My commission expires \_\_\_\_\_



## Minimum Standards for Box Hangar and Office

Box Hangar Area - 80 feet by 80 feet with a 24-foot object free height inside the Box Hangar Area

Office Area – 12 feet by 80 feet with a side wall to work with 8-foot ceiling height

- Uni Sex Bathroom
- Mechanical Room
- Janitor/Supply Closet
- Break Room
- Offices (2)
- Closets (2)

See attached Concept Plan for proposed building layout and Proposed Site Plan for location.

### General Building Requirements:

Red Iron Construction for all exterior walls. Primary-Frame Type: Rigid Clear Span: Solid-member, structural-framing system without interior columns Secondary-Frame Type: Manufacturer's standard purlins and joists and flush-framed girts. Shop drawings to be approved by the city.

Minimum wall sheeting to be 26 gauge, and a minimum roof sheeting to be 24 gauge with a 30-year warranty.

Roof areas to have a minimum 1:12 pitch for Box Hangar Area. Office Area may have a steeper pitch.

Standing seam roof.

Minimum Insulation requirement shall be Faced Metal Building Insulation: ASTM C 991, Type II, glass-fiber-blanket insulation; 0.5-lb/cu.ft. (8-kg/cu. m) density; Minimum thickness 6-inch R-19.

Concrete floor thickness 6 inches with 6x6 Mesh w2.9xw2.9 reinforcing and 10 mil polyethylene vapor barrier.

Three 36-inch walk through doors on the front and rear wall with minimum 5 foot by 5 foot concrete pad. One of the doors can be in the Hangar Door. Doors to be in a manner so that the egress will be a maximum of 75 feet.

Hangar Door to be a one-way Horizontal Rolling Door with a pocket outside the building envelope for receiving the door. Hangar door clear opening to be 24 feet high and 70 feet long. Hangar Door to be motorized.

A minimum two-foot concrete strip around the perimeter of the building

All gutter downspouts shall be tied to underground stormwater system. 8" downspout leaders and a 12" inch roof drain from the downspout leaders to the stormwater system.

The building design and construction shall be in strict accordance with the latest applicable codes and standards.

## TEMPORARY FACILITIES

The Contractor shall provide a temporary field office, sanitation facilities and equipment required during the duration of the project. The Contractor shall provide a dumpster as required for the project. The Owner shall provide and be responsible for temporary electrical, gas and water services while the work is in progress.

## PERMITS / TAP FEES

The Contractor is responsible for building permit, and the City of Crossville is responsible for building permit fee in this proposal.

## OFFICE AREA FINISHES

- Metal studs
- 5/8-inch drywall
- Rubber base - 4 inch
- Acoustical Tile Ceiling – 2' x 4' grid – w/ R38 batt insulation
- 8 ft Ceiling Height
- Flooring – Commercial Grade Vinyl flooring
- Painted walls, doors & trim
- RFP Panels in bathroom and wet areas
- HVAC for office areas – Mini Split Units
- Sound attenuation batts (Insulation) – Interior Walls
- Interior Fixed Windows – 4' x 4' (5)
- Exterior Fixed Windows - 4' x 4' (4)
- Uni Sex Bathroom – Bathroom Partitions as needed
- Interior doors that open to the Box Hangar Area to have weatherstripping and a threshold to make them air tight.

## HANGAR AREA FINISHES

- Metal Framing painted white
- Hangar to be ventilated with a combination of wall mounted exhaust fans and motorized intake louvers. Ventilation System to provide a minimum of six air changes in the summer.
- Two 8 ft Powerfoil industrial comfort fan by Big Ass Fans.
- Two Gas fired unit heaters located on opposite corners of hangar area.
- Interior side of Hangar Wall – Metal Panels that are a minimum of 8 foot tall around the exterior walls
- Floor – Sealed Concrete
- Alternative Floor treatment – Epoxy resin floor system with two coats and a Gloss finish

## ELECTRICAL

- Electrical design and installation shall be in strict accordance with the latest applicable codes and standards
- Three Phase Electrical Service to the building (three phase for hangar door motor)
- Sixteen (16) High Bay dimmable LED fixtures for the Box Hangar Area
- 2x4 lay in LED troffers in Office area for an acoustical tile ceiling
- Exterior wall mounted LED lights with photocells at exterior doors, hangar doors (2), and a minimum of two on each exterior wall. 70W
- Exit lighting and Emergency lighting
- Switches and receptacles in the Office Area as per code
- Quad receptacles in Box Hangar Area to be located at or near each column

## PLUMBING

- ADA Toilet
- Urinal
- ADA accessible Vanity
- Utility Sink
- Water /ice connection for refrigerator
- Kitchen sink for Break Room
- Sewer to drain to the existing Grinder pump onsite
- Floor drain in hangar area to drain to existing oil and grease separator
- Floor drain for bathroom and Janitor/Supply Rm
- Frost Proof hydrants (1)
- Hot Water Heater – Electric Tankless
- Tie into existing 2-inch water service onsite

## CONCRETE FLAT WORK

- HVAC concrete pads if required
- 2-foot Concrete strip around the perimeter of building where needed (not needed where apron and sidewalk is adjacent to the building)
- Concrete pads at exterior doors where needed
- Concrete apron for hangar and sidewalks by City

## SECURITY / ACCESS CONTROLS: TELEPHONE/DATA

- **\$5000.00 allowance for these scopes of work**
- One dedicated conduit for fiber internet into the building

## MILLWORK

- **\$5000.00 allowance** for installation of Millwork in the Break Room – Kitchen Area

# CONTRACTOR REQUIREMENTS

The Contractor shall provide all architectural and engineering services required to obtain a building permit and to clearly indicate the scope of work to the Owner. The Contractor understands that all Civil Site Design will be completed by the City of Crossville. City to review all shop drawings.

**Qualifications:** The Contractor shall have experience in the design and construction of aviation facilities, and shall meet the following as a minimum:

- A) Business license for the City of Crossville and/or Cumberland County.
- B) Contractor to utilize an architectural design service with at least (1) TN licensed professional(s).
- C) An unlimited, licensed General Contractor in the State of TN.
- D) At least three (3) aviation related facilities constructed in TN in the last ten years
- E) Ability to provide a performance and payment bond for entirety of the project.

The Contractor shall carry all necessary workman's compensation, builder's risk, and following liability insurance with the below minimum limits:

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General liability:	\$ 5,000,000
Automobile Liability:	\$ 1,000,000
Excess Liability:	\$ 2,000,000
Worker's Compensation:	\$ 1,000,000

The Contractor shall provide an onsite Field Manager, Project Manager, and office support as required to manage the project.

The Contractor shall prepare and update a monthly construction schedule.

The Contractor shall provide daily cleanup as needed throughout the duration of the project and final cleanup.

The Contractor shall coordinate all project meetings, processing of subcontractor's submittals, contract close-out and facility startup.

**The Contractor to provide a project schedule with his proposal.**

**Start date to be no more than 45 days after the award.**

**Completion date no more than 180 days after the Notice to Proceed.**

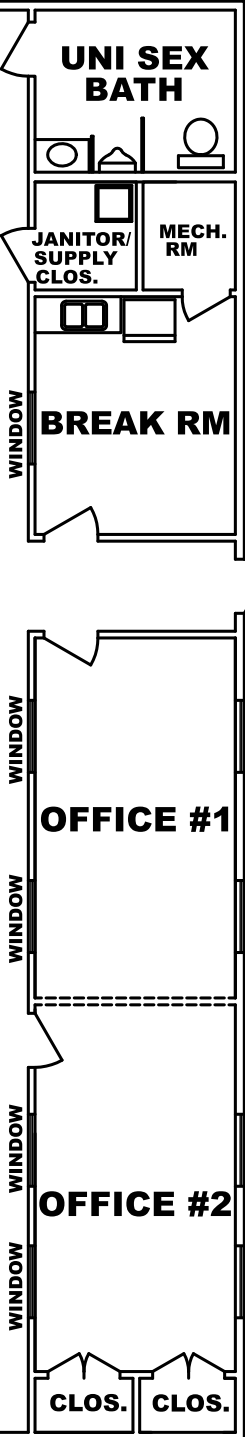
**The Contractor to provide a Lump Sum Price based upon the scope of services and a list of any allowances used in their proposal that is included in the Lump Sum Price.**

24' X 70' HORIZONTAL  
ROLLING DOOR

POCKET FOR  
HANGAR DOOR

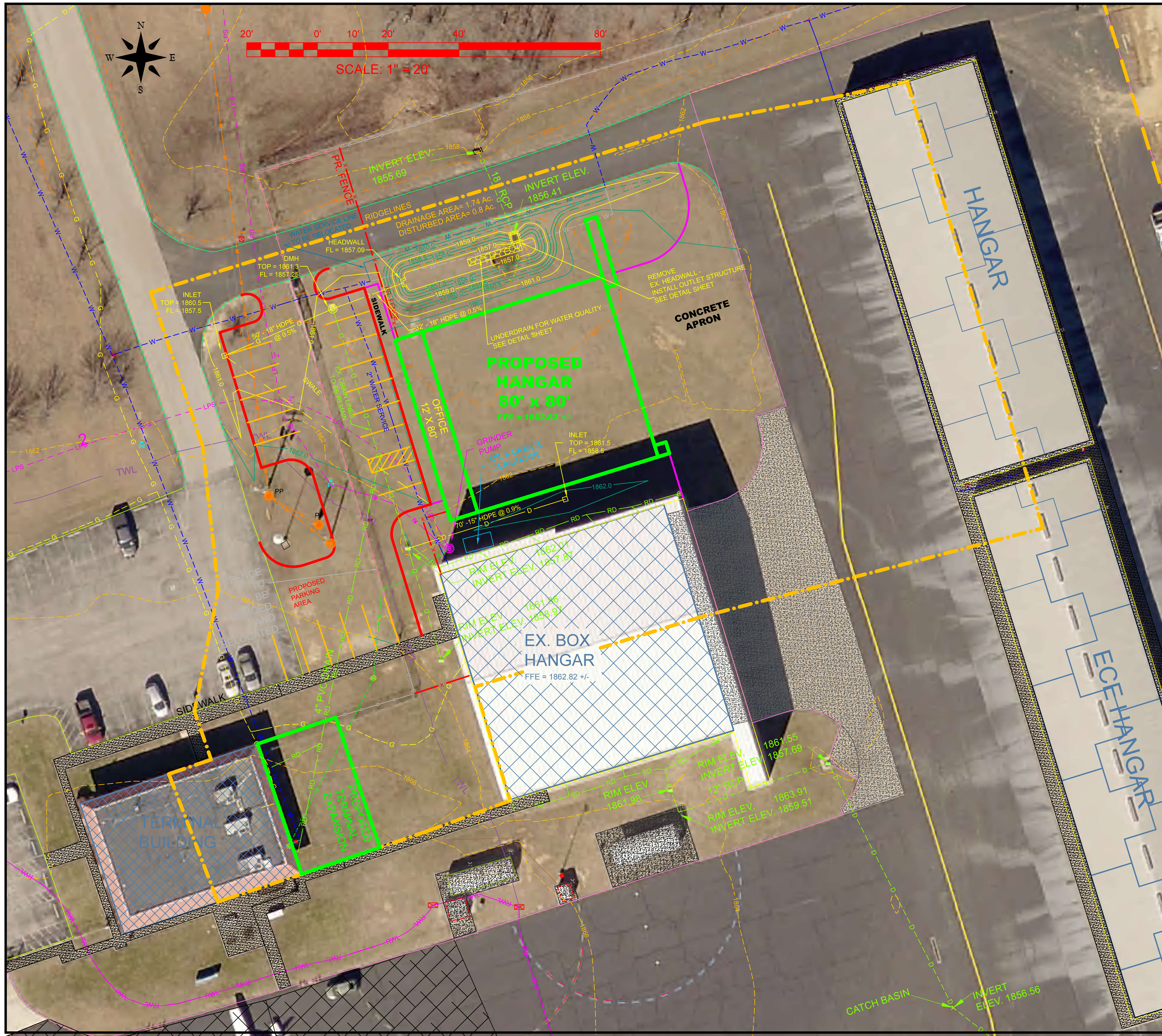
**BOX HANGAR AREA**  
**80' X 80'**  
**24' OBJECT FREE HEIGHT**

○ FLOOR  
DRAIN



**OFFICE AREA**  
**12' X 80'**

**CONCEPT PLAN**  
**BOX HANGAR & OFFICE AREA**



**CITY OF CROSSVILLE  
ENGINEERING DEPARTMENT**

392 N MAIN ST  
CROSSVILLE, TN 38655  
PHONE: (931) 484-5113  
FAX: (931) 484-7713

**PROPOSEDSITE PLAN**

**80' x 80' BOX HANGAR**  
**CROSSVILLE MEMORIAL AIRPORT**  
**2409 SPARTA HWY - CROSSVILLE, TN 38572**

NO.	DATE	REVISION DESCRIPTION

FILE NAME:  
AIRPORT BOX HANGARS  
80' x 80'  
DRAWN BY: DRG  
CHECKED BY: TB  
SCALE: 1" = 20' H  
DATE: 3/2023  
PROJECT NO.: 10386

SHEET NO.  
1 OF 1

SHEET TITLE  
PROPOSED  
PLAN