



410 Roy Drive  
Ashville, Alabama 35953  
(205) 594-7131

Mike Howard  
SUPERINTENDENT

Scott Suttle  
PRESIDENT

**INVITATION TO BID #21/22-02BOE**

January 25, 2021

The St. Clair County Board of Education invites you to bid on HVAC Services for the school system.

Bidders are to contact Jeremy Mitchell, Operations Director, at 205-594-2061 for questions regarding the bid.

The contract will begin February 21, 2021 upon Board approval. This contract is renewable for up to four additional years. Renewal will require signatures of both parties.

- The bid will be awarded to the lowest bidder meeting specifications. In the event the lowest bidder refuses to accept the entire requirements without deviation, the bid may be awarded to the next lowest bidder. The St. Clair County Board of Education maintains the right to terminate this agreement if the successful bidder breaches any material term or condition of this agreement and fails to cure such breach in a reasonable amount of time.
- The St. Clair County Board of Education reserves the right to reject any and/or all bids.
- All bids envelopes must be sealed and marked with the following in the lower left corner: **Bid #, Name of the Bid, Opening Time & Date, and Company Name**. Late Bids will not be opened.
- Your Bid must include a Certificate of Insurance (in the minimum amount of \$1,000,000) and a Workers Compensation Certificate.
- Bids may be disqualified before the awarding of the contract for failure to mark envelope as required, failure to include requested information or other details of the bid, and excessive errors.
- Award of Bid cannot be assigned or subcontracted out to any contractor(s).
- Prices should be good for the length of the contract. The contract will be based on a period of 12 months with the option to renew for four additional years.
- Proposal shall be filled out in full.
- Bid Results will be posted at [www.sccboe.org](http://www.sccboe.org) → Services → Facilities & Maintenance



**Each bidder must include the following items with the bid:**

- Bid Quote Page**

**The successful bidder must provide the following within two weeks of being awarded the bid:**

- E-Verify Memorandum of Understanding**
- W-9**
- Sign a contract with the conditions set forth in the bid**



## BID QUOTE PAGE

Bid #21/22-02BOE  
System-Wide  
HVAC Services Bid

**Bid Opening Date: February 3, 2021 at 9:30 A.M.**

Location: St. Clair County Board of Education Annex  
175 College St  
Odenville, AL 35120

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NAME OF COMPANY: \_\_\_\_\_

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

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

Rate Per Hour for Service Tech & Helper	
Overtime Rate for Service Tech & Helper	
Service Call / Trip Charge	
Rate Per Hour for Duct Fabrication	