

Temporary Office Trailer

North Chickamauga Creek Gorge State Park

354 Montlake Road

Soddy-Daisy, Tennessee 37379

This request for bids is for a Contract to furnish all material, equipment, supplies, and labor necessary to provide, install, service, and remove a temporary office trailer with a 48-month term as basis for bid purposes.

General Conditions

- 1) On-site installation work shall be performed between receipt of signed Contract and July 1, 2026, unless the Park Manager grants a written exception.
- 2) All work shall comply with State-approved versions of the IBC, standards, regulations, other applicable codes, manufacturer's recommendation, and best practices.
- 3) Only the Park Manager can approve any alterations, modifications, and substitutions of the specifications or requirements of the project. No additional work shall be authorized unless pre-approved by the Park Manager in writing. Park staff, except the Park Manager, are not authorized to make any changes, deletions, or additions to the project or accept any portion of the work. This Contract shall be modified only by a written agreement signed by all parties. Any work performed outside of the written scope without any written change orders will be the responsibility of the Contractor or others and not Park Management. All questions, directives, and acceptance shall come only from the Park Manager.
- 4) The Contractor shall keep the jobsite clean and safe and leave in a neat and tidy manner.
- 5) All color selections are the choice of the Park Manager.
- 6) All material substitutions must be pre-approved prior to bid acceptance.
- 7) All materials shall be installed according to the manufacturers' recommendation, industry best practice, and applicable code.
- 8) All work performance under this Contract shall be under the full-time direction of the Contractor. The Contractor shall be responsible for work and performance, and damages of any subcontractors and/or independent contractors or laborers hired in connection with the work under this Contract.

General Scope of Work

New Work

- 1) The Vendor shall supply a nominal twelve (12) -foot by fifty-six (56) -foot office trailer with two private offices, an ADA compliant restroom, and an open office floor plan for use as a Visitor Center for the Park. A forty-eight (48) -month lease term shall be the basis for the bid. The trailer shall be in good condition with every component operational. The Vendor shall provide floor plan and pictures/color choices to Park Manager for pre-approval before bid acceptance.
- 2) The trailer shall include Low-E double pane windows, appropriately sized HVAC system, overhead lighting, VCT flooring, security screens, security door bars, an accessible ramp with landing, and one set of steps
- 3) All doors shall be a minimum of thirty-six (36) -inch width to comply with ADA standards.
- 4) The Vendor shall supply an accessible ramp with landing in accordance with ADA standards.
- 5) The Vendor shall deliver and install trailer with skirting and ramp.
- 6) Upon completion of the Contract, the Vendor shall remove the trailer and associated parts from site to include any cleaning fees or other associated fees.
- 7) Sewer, power, and water connections to be by others after installation.
- 8) The Vendor shall warrant the trailer and all accessories for major defects in materials and workmanship to include replacement and/or repair of defective equipment throughout the lease term except for normal use and minor repairs.
- 9) Billing shall be one-time each for installation and teardown. Otherwise, trailer shall be billed monthly. The State is tax exempt and can provide documentation of such.

Additional Terms and Conditions

- 1) All aspects of this job shall be left in a finished condition: All finish work, interior and exterior walls and trim, finish painting, caulking and final cleanup are included in this contract.
- 2) The Contractor shall be responsible for determining where all utilities are on the job site and care should be taken to protect the utilities from any damage caused by the demo/construction. This shall include any underground utilities around the job site area. If damage occurs, it shall be repaired within a twenty-four (24) -hour period from the time damage occurs.
- 3) The Contractor shall protect areas adjacent to his work and shall be required to repair any damage they may cause.
- 4) Unless otherwise indicated, all materials, equipment, and supplies shall be new and in good condition, UL listed when applicable, and all work accomplished in a manner acceptable to Park Management.
- 5) Clean up of the project site shall be the responsibility of the Contractor. The Contractor to assure that job site is clean of nails, debris, etc., at end of each day to ensure safety. The Contractor shall clean up and haul away all scraps when work is completed to an approved location off State property.
- 6) The Contractors and all subcontractors are not authorized to day laborers or temporary labor on this project without the express written permission of Park Management.
- 7) Note: Before the Contract resulting from this Invitation to Bid is signed, the apparent successful proposer shall be registered with the Department of Revenue for the collection of Tennessee sales and use tax. The State shall not approve a Contract unless the proposer provides proof of such registration. The foregoing is a mandatory requirement of an award of a Contract pursuant to this solicitation.
- 8) Invoices shall be submitted for payment to: Sarah Geeslin, Park Manager, PO Box 129, Soddy-Daisy, TN 37384, or sarah.geeslin@tn.gov.