

General Information

2026

CITY OF PARIS PUBLIC WORKS DEPARTMENT

TITLE: POLE BARN

Date Issued: 9/16/2026

City Contact Person: Jessica Crouch

Telephone Number: (731) 641-1410

Email: jcrouch@cityofparistn.gov

All bid responses must be received and acknowledged in the City Business Office on or before the day and time listed below, at which time all bids will be publicly opened and read aloud.

Bid Opening Date: Wednesday, September 30, 2026

Bid Opening Time: 9:00 AM



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CITY OF PARIS

BID SPECIFICATIONS & CONDITIONS

BID CONDITIONS:

1. Bid Opening will be conducted on **Wednesday, September 30, 2026**, at **9:00 a.m.** at Paris City Hall.
 - a. All Bidders must be licensed and eligible to perform business operations in the State of Tennessee.
 - b. The opaque sealed envelope should be clearly marked: "CITY OF PARIS PUBLIC WORKS DEPARTMENT – POLE BARN"
 - c. All Bids must be submitted to:

The City of Paris
C/O Ms. Kim Foster, City Manager
100 North Caldwell Street
P.O. Box 970
Paris, TN 38242
 - d. Any questions regarding the proposed contract shall be addressed to the Paris City Manager at the above address or by email to Jessica Crouch, jcrouch@cityofparistn.gov. Any interpretations rendered to any Bidder shall be rendered to all Bidders who have obtained a bid package.
 - e. All bids shall be publicly opened and are subject to public inspection.
 - f. All bids must be signed by a duly authorized representative of the company empowered with the legal right to bind the company. Failure to comply with this requirement shall be cause for rejection of the bid.



General Conditions:

1. Qualifications of Bidder: The City of Paris may make such investigation as it deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the City all such information and data for this purpose as the City may request. The City of Paris reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the City that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted. Any contract resulting from this request for proposals shall be awarded based on the lowest bid in combination with the City's evaluation of the contractor's capacity to successfully complete the contract.
2. Insurance: The contractor shall not commence work under this contract until having obtained all the insurance required under this paragraph and such insurance has been approved by the City, nor shall the contractor allow any subcontractor to commence work until said insurance has been obtained and approved.
 - a. Workman's Compensation Insurance: The contractor shall procure and shall maintain during the life of this contract Workman's Compensation Insurance as required by applicable State Law for all of his employees to be engaged in work at the site of the project under this contract and, in case of any such work sublet, the contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the contractor's Workmen's Compensation Insurance. In case any class of employees engaged in hazardous work on the project under this contract is not protected under the Workmen's Compensation Statute, the contractor shall provide and shall cause each subcontractor to provide adequate employer's liability insurance for the protection of his employees that are not otherwise protected.
3. Proof of Carriage of Insurance: The contractor shall furnish the City with certificates showing the type, amount, class of operations covered, effective dates and date of expiration of policies. Such certificates shall also contain substantially the following statement: "The insurance covered by this certificate will not be cancelled or materially altered, except after ten (10) days written notice has been received by the City."
 - a. Any contractor submitting a Proposal of \$25,000 or more must be licensed, as required by the States of Tennessee. A 5% Bid Bond / Bid Security, meeting State of Tennessee Requirements, must be included with Proposals of \$25,000 or more. Proposers must provide a copy of their TN Drug Free Workplace Certificate prior to being awarded a Contract.
4. Termination Clause: In the event that any of the provisions of this contract are violated by the contractor, or by any of his subcontractors, the City may serve written and/or verbal notice upon the contractor and the Surety of its intention to terminate the contract, such notices to contain



the reason for such intention to terminate that contract, and unless immediately after the serving of such notice upon the contractor, such violation or delay shall cease and satisfactory arrangement of correction be made, the contract shall cease and terminate. In the event of any such termination, the City shall immediately serve written or verbal notice thereof upon the contractor.

5. Indemnify and Hold Harmless: The contractor shall indemnify and hold harmless the City and its agents and employees from and against all claims, damages, losses, and expenses including attorney's fees arising out of or resulting from the performance of the work, provided that any such claims, damage, loss or expenses is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom; and is caused in whole or in part by any negligent or willful act or omission of the contractor, and subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.
6. Contract Document: The contractor shall agree to sign a contract document, once awarded bid, which would include the herein contained General and Special Conditions.



Special Conditions:

1. Scope:

- a. The work under this contract includes City of Paris Public Works Department – Pole Barn. The City of Paris Public Works Department is located at 317 E Washington Street, Paris, TN 38242.

2. Inspection:

- a. All contractors wishing to bid on this project must complete an on-site visit prior to submitting a bid.
Contact Chris Moseley, Public Works Director, (cmoseley@cityofparistn.gov) or 731-642-0473 for appointment for on-site visit.

3. Specifications:

- a. The contractor shall carefully examine the sites of the work to acquaint himself with all working conditions and all difficulties that may be involved in the work to be performed.
- b. The contractor shall adhere to all Building Codes adopted by the City of Paris and permitting with the City of Paris Building and Codes Department.
- c. The contractor shall provide copies of contractor license, workers compensation insurance, and general liability insurance upon start of work (Reference “General Conditions - #2 & #3)
- d. The contractor shall complete the proposed project in ninety (90) days upon written or verbal “Notice to Proceed” of the Owner.
- e. The submission of a proposal to the City shall be accepted as evidence that such examinations have been made, and that all difficulties encountered have been provided for in this proposal. Later claims for extra compensation will therefore not be recognized by the city.

4. Work to be Performed:

- a. Uses of Premises and Removal of Debris: Contractor shall clean up frequently all refuse, rubbish, scrap materials and debris caused by operations, to the extent that at all times the site of the work shall present a neat and orderly appearance. Contractor shall take every precaution against injuries to persons or damages to property.
- b. Scope of Work to be performed:
 - i. Construct Pole Barn for vehicle storage to be erected on the existing parking surface.



1. Overall building dimensions will 96'x 35'x h (h varies, with minimum 15') to the bottom chord of the roof truss.
2. All columns to be "pressure treated" for ground contact.
3. Columns are to be 6x6 @ 8' o.c. at a minimum of 3' in the ground, set in concrete.
4. Columns on front to be 12' o.c. for 12' bays.
5. Header between columns to be double 2x10
6. All headers to be secured to columns with thru bolts or equivalent engineered threaded fasteners.
7. Trusses are to be clear span and placed @ 4' o.c.
8. Trusses are to match style, construction, and pitch (3/12) of trusses on existing buildings.
9. All framing except trusses to be "pressure treated" for exposure to weather.
10. Metal siding is to match existing "pole barn" colors and style. Fastened at each purlin or girt at each rib.
11. All edges are to be trimmed with "j" trim or similar.
12. All rakes and corners to be trimmed out with rake and corner trim
13. Girts to be installed with 2x4s at 2' o.c.
14. Purlins to be installed with 2x4s at 3' o.c.
15. "Pressure treated" bumpers are to be installed on the interior walls at 16" o.c. up to 4' above grade.

ii. Match color of Pole Barn to existing buildings / structures on property.

c. Scope of Work Notes:

- i. Building Permit not included.
- ii. Site Plan not included.
- iii. Site prep – electrical and plumbing not included.



BID PROPOSAL
CITY OF PARIS, TENNESSEE
FOR CITY OF PARIS PUBLIC WORKS DEPARTMENT – POLE BARN

Proposal of _____ (hereinafter called “Bidder”) a partnership,
or individual doing business as _____. To the
City of Paris, Tennessee, (hereinafter called “Owner”).

The Bidder, in compliance with your request for proposals for the Pole Barn – Paris Public Works Department having examined the plans and specifications with related documents and the site of the proposed work, being familiar with all the conditions surrounding the scope of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, equipment and supplies, and to perform the project in accordance with the contract documents, within the time set forth therein, and at the price stated below. The price shall cover all expenses incurred in performing the work required under the contract documents of which this proposal is a part.

The Bidder hereby agrees to commence work under this contract on or before a date to be specified in written or verbal “Notice to Proceed” of the Owner and to fully complete the project as stipulated in the General and Special Conditions.

- I. Bidder agrees to perform the work described in the General and Special Conditions for Pole Barn – Paris Public Works Department for the following price:

Pole Barn – Paris Public Works Department \$ _____



Other Required Information:

Please list at least three (3) references including name, address, and phone numbers for which you have performed similar tasks in the past.

1. _____
2. _____
3. _____

Bidder understands that the owner reserves the right to reject any or all bid proposals and to waive any informality in the bid proposals.

The Bidder agrees that this proposal shall be good and may not be withdrawn for a period of 30 calendar days after the scheduled closing time for receiving bid proposals.

Upon receipt of written or verbal notice of the acceptance of this proposal, the bidder will execute the formal contract within fifteen (15) days.

Respectfully submitted:

Signature of Bidder

Title

Address

City, State, Zip Code

Contact Person:

Contact Person for the City is:

Paris City Manager, Ms. Kim Foster
P.O. Box 970
Paris, TN 38242
(731) 641 - 1402



DRUG FREE WORKPLACE AFFIDAVIT

STATE OF _____
COUNTY OF _____

The undersigned, principal officer of _____, the Contractor, an employer of five or more employees contracting with _____, the Owner, to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of the Contractor and is duly authorized to execute this Affidavit on behalf of the Contractor.
2. The Contractor submits this Affidavit pursuant to Tennessee Code Annotated (TCA) 50-9-113, which requires each employer with five or more employees receiving pay who contracts with the state to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with TCA Title 50, Chapter 9.
3. The company is in compliance with TCA 50-9-113.

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: _____