

NOTICE TO BID
TOWN OF JONESBOROUGH
EXTERIOR WINDOW RESTORATION– MCKINNEY CENTER

The Town of Jonesborough is now accepting bids to replace the windows of the McKinney Center 103 Franklin Avenue, Jonesborough, TN. Bids will be received until 1:00 p.m., **Friday, November 21, 2025**, at the Administrator's Office at Town Hall, 123 Boone Street, Jonesborough, TN 37659, and will be publicly opened at 2:00 p.m. Bids must be labeled "**McKinney Center Exterior Window Restoration.**" The Board Mayor and Aldermen reserve the right to waive any formalities or to reject any or all bids.

SPECIFICATIONS

The work would include:

- Pressure washing all the doors, door trim, windows, window trim, gable vents, soffit, fascia, and trim.
- Replacing gable fascia board on the right side of the building and replace decorative keystone pieces of wood on the right side of the building. (The fascia board will be provided).
- Cut out bad caulk around windows and as needed.
- Caulk around all doors, windows, gable vents, soffit, fascia, and trim where needed.
- Removing old glazing, repairing the glazing, prime wood and replacing glazing where needed.
- Applying one prime coat to all wood on doors, door trim, windows, window trim, gable vents, soffit, fascia, and trim.
- Applying two finish coats to all wood on doors, door trim, window trim, gable vents, soffit, fascia, and trim.
- Applying two finish coats to all foundation that is currently painted white.

Bidders Must Provide:

Details of follow-up maintenance schedule

Type of material(s) utilized.

Equipment/scaffolding rentals or costs should be included.

Warranties must be listed and clearly outlined.

Expected delivery time of product after ordered and Performance period.

Copy of liability and worker's compensation insurance prior to project start

Three (3) references from jobs with similar types of work

Must be licensed (copy of license must be attached with Bid Form)

All work will be inspected by the Town's Building Inspector and Facilities Maintenance Supervisor upon completion of work. Work completed must pass inspection prior to issuance of payment for the contract.

Bids must be good for sixty (60) days.

For questions regarding specifications, please contact McKinney Center Director, Theresa Hammons, at (423) 753-0562 or Rick Duvall, Facility Maintenance Supervisor, at (423) 791-5224.

TOWN OF JONESBOROUGH

123 Boone Street

Jonesborough, TN 37659

(423) 753-1030 – Fax (423) 753-1074

BID FORM – Exterior Window Restoration – McKinney Center

November 21, 2025

TOTAL COST: \$ _____

Material Utilized: _____

Variations: All variations to bid must be detailed

Warranty:

Performance Period: _____

By signing this document, the undersigned hereby agrees to the prices and all other terms and conditions contained in this bid and associated documents relating to this bid and will furnish items as specified if this bid is accepted.

NAME OF FIRM: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

SIGNATURE *DATE*

BID MUST BE SIGNED TO BE VALID
TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM: Window Restoration– McKinney Center
November 21, 2025
Date

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____