Invitation to Bid

The Hickman County Finance Office is accepting sealed bids for an intercom maintenance and repair provider to 8 schools.

Bid documents with specifications are online at www.hickmank12.org/request-for-proposal.

Sealed bids must be mailed or delivered to the Hickman County Finance Office, 114 North Central Avenue, Suite 203, Centerville, TN 37033 and clearly marked on the outside of the envelope with "School Intercoms" by March 10, 2026, 10:00 AM. Bids will be opened on March 10, 2026, 10:00 AM at the above address.

Hickman County Board of Education reserves the right to accept or reject any and all bids or parts of bids and to waive any informalities that would prevent the acceptance of a better bid.

Present Penny Rochelle
Misty Weems

Bid Received
Townsend Systems, LLC

Trip Charge 200.00
Labor 95.00/tech 65.00/helper

Pricing List Price Less Discount 25%

Please complete the following:
Answers provided here must be valid for a minimum of 60 days from the bid opening date.

Experience and Qualifications

Years experience servicing public schools or other public entities 64 years

Years experience servicing intercom systems 64 years

Qualifications, training, and certifications of service personnel: Telecor, Rauland Bogen, Telecenter, Valcom, Aiphone, Visiplex, Telcom

Are you familiar with the systems and equipment being used by Hickman County Schools? _____

Responsiveness and Service Capabilities

Will you respond to calls to schedule service within 1 business day? yes

Are you licensed and insured to work in Tennessee? yes

Pricing Structure

Minimum charge/Trip charge $200.00

Hourly Labor Rate $95.00/HR Tech $65.00/HR Helper

Travel Costs, if not part of minimum Ø

Equipment Pricing Method List Price Less Discount 25 %(discount or markup)
(e.g., list price less discount, markup percentage of wholesale cost)

Please provide at least three (3) references from K–12 schools or other publicly funded facilities

School/Organization: Henry County schools

Contact Person: Jamie Kemp

Phone Number: 731-642-3530

School/Organization: Henderson County schools

Contact Person: Reece Blair

Phone Number: 731-307-8295

School/Organization: Jackson Madison County school

Contact Person: Chris Johnson

Phone Number: 731-267-6834

School/Organization: Lake County schools

Contact Person: Lacy Stokes

Phone Number: 731-253-6601

School/Organization: Fayette county schools

Contact Person: Mike Lee

Phone Number: 901-465-5260

School/Organization: South Panola schools

Contact Person: Jeff Darby

Phone Number: 662-209-5439

Hickman County Government

Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

> (a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly , in the purchase of any supplies, materials, equipment or contractual services for the county.
> (b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or other otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: 3/9/26 Name: Van Nash

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

✓ I have no conflict of interest to report.

____ I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

_____

_____

_____

I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: 3/9/26 Signature: Van Nash

COLLUSION AMONG BIDDERS

The bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.

1. Bidder is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
2. neither the bidder nor anyone subject to the bidder's direction or control has been a party;

a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,

b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor

c. in any discussions between bidders and any municipal official concerning exchange of money or other things of value for special consideration in the letting of a contract.

3. no officer or employee of HCS either directly or indirectly, owns any interest in the bidder's business.

NON-BOYCOTT OF ISRAEL

Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et seq.), by submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to § 12-4-1 and will not during the term of any award. Note: Applicable only to contracts of $250,000 or more and to suppliers with 10 or more employees.

ACKNOWLEDGEMENT

The undersigned hereby acknowledges receipt of these affidavits and certifies that the submittal in response to this solicitation is in full compliance with the listed requirements. Failure to properly acknowledge issues concerning the above is grounds for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

SIGNATURE OF AUTHORIZED AGENT Van Neal

Subscribed and sworn to before me this 9th day of March, 20 26.

Signature of Notary Public Carolyn McCauley

My Commission Expires 12/20/2026

CAROLYN MCCAULEY
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF MADISON
MY COMMISSION EXPIRES DECEMBER 28, 2026

This Acknowledgment must be completed, signed by an authorized agent, notarized and submitted with bid documents.