



February 25, 2026

TO: ALL PROSPECTIVE BIDDERS

FROM: TODD BAUN, PROJECT MANAGER

SUBJECT: **ADDENDUM NO. 2 TO BID DOCUMENTS FOR DRAKES CREEK PARK MAINTENANCE COMPLEX, BID NUMBER 26-0004**

This Addendum forms a part of the bid documents for the project identified above. All remaining portions of the bid documents not specifically mentioned or otherwise revised by this Addendum remain in full force and effect. Only those firms whose representative(s) were present at the Mandatory Pre-Bid Meeting may submit a bid.

1. Sign-in sheets from the February 24, 2026, mandatory pre-bid meeting are included herein as EXHIBIT I.
2. Agenda from the February 24, 2026, mandatory pre-bid meeting are included herein as EXHIBIT II.

Acknowledgment

Receipt of this Addendum must be acknowledged by completing the Addendum Acknowledgment Form attached below. Failure to return the acknowledgment with the bid submission **may render the submission nonresponsive.**



CITY OF HENDERSONVILLE
Mandatory Pre-Bid Meeting

EXHIBIT I

Project Name: Drakes Creek Park Maintenance Complex
Bid Number: 26-0004

Date: February 24, 2026

Time: 1:00 PM (CST)

Location: 131 Conway Twitty Lane, Hendersonville, TN 37075

MEETING SIGN-IN

#	Company Name (Prime or Sub)	Representative Name(s)	Contact Email	Contact Phone	Portion(s) of Bid Interested In
1	R. SHANNON HOUSE	SHANNON HOUSE	SHANNONHOUSE@GMAIL	405 6543	
2	PERFECT CONST + PLUMBING INC	ERIC NEUMAIR	ERIKAN@PERFECTCONSTRUCTIONTN.COM	615-207-8976	
3	Bayer Construction LLC	Taylor Bayer	Tbayer@bayergc.com	615-431-0348	
4	Scott, Murphy + Daniel	Brice Deglow	bddeglow@scottmurphydaniel.com	270-438-8302	
5	Austin Christian The Barn Store	Austin Christian	austin.c@thebarnstore.com	615 504-8139	
6	Olympian Construction CO.	Wes Robinson	wesley@olympianconstruction.com	615-948-9738	
7	Olympian Construction CO.	Scot Robinson	scot@olympianconstruction.com	615-406-9249	
8	MWS Construction LLC	Mark Scharett	Mwscharett@gmail.com	615-554-4881	
9	REI Concrete	Josh Hobbs	Josh@reiconcrete.com	615-762-0168	
10	C + C Contracting	Nathan Cates	bidding@C-Cky.com	270-726-7444	

#	Company Name (Prime or Sub)	Representative Name(s)	Contact Email	Contact Phone	Portion(s) of Bid Interested In
11	R&C Contracting	Robbie Meacham	Robbie@c-cky.com	270-724-7444	
12	BAL Construction	Todd Gillay	todd@bacontractor.com	615-719-2299	
13	HANNAH Building Group	Bill Hackett	billh@hannahbuildinggroup.com	615-662-5682	
14	Superior inc	Michael Burr	Eric@superiorincorp.com	615-773-8111	
15	Abercrombie Mechanical	Donna Abercrombie	Donna@abercrombie-construction.com	615-450-3503	
16	Curter Group	Peter Stien	Peter.Stien@curtergroupLLC.com	616-283-9934	
17	John Keightley	STILLWATERS CONST.	stillwaters.john@gmail.com	615-642-0656	
18	Stillwaters Construction	Logan Miller	stillwaters.logan@gmail.com	402-469-4186	
19	Jones R&C LLC	Chad Jones	Chad@jonesrcllc.com	615-727-2597	
20	Garver Builders LLC	James Garver	garverbuilders@aol.com	615-496-5272	
21					
22					
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EXHIBIT II



CITY OF HENDERSONVILLE Mandatory Pre-Bid Meeting Agenda

Project Name: Drakes Creek Park Maintenance Complex
Bid Number: 26-0004

ALL ATTENDING FIRMS MUST SIGN IN TO BE ELIGIBLE TO SUBMIT A BID

City of Hendersonville Representatives

Staff:

Todd Baun, Project Manager

Andy Gilley, Director of Parks and Recreation

Trevor Cole, Park Maintenance Superintendent

Jaime Barton, Payroll, Purchasing and Project Coordinator

Lora Rivera, Senior Procurement Contract Specialist

1. Introduction of City Representatives and Consultants (Andy Gilley/Todd Baun)

2. Scope of Work (Todd Baun):

Construction includes, but is not limited to:

- a. Site clearing, grading, and utility improvements
- b. Installation of Pre-Engineered Metal Buildings (PEMB)
- c. Construction of the Operations Building
- d. Additive Alternates including Maintenance Building, Equipment Building, and Storage Buildings
- e. Concrete, fencing, HVAC, and related infrastructure improvements
- f. All associated site work, utilities, and improvements shown in the plans and specifications

3. Completion of Work and Liquidated Damages (Todd Baun)

- a. A Notice to Proceed will be issued upon execution of the contract
- b. Contractor shall complete the work within the contract time established in the Contract Documents or Notice to Proceed
- c. Liquidated Damages: \$250 per day

4. Project Bid Requirements (Lora Rivera)

- a. **Mandatory Pre-Bid Meeting** – Attendance is required to be considered a responsive bidder. **Firms must sign in before the conclusion of this meeting. The sign in sheet is the official record of attendance.**
- b. **Prime Contractor License** – Must possess a valid Tennessee contractor's license with proper classification at the time of bid submission



CITY OF HENDERSONVILLE

Mandatory Pre-Bid Meeting Agenda

Project Name: Drakes Creek Park Maintenance Complex
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- c. **Bond Requirements** – A Performance Bond equal to 100% of the contract amount is required. A Payment Bond **may also be required**; details and any required forms will be provided in a written addendum. Bidders should monitor the City's bid website for updates.
- d. **Insurance Requirements** – As outlined in the bid documents
- e. **Subcontract Listing** – Must be provided on the Bid Proposal Submittal Form or as an attachment
- f. **Preliminary PEMB Design Package** – Required for applicable building bids
- g. **Bidder Responsibility** – Bidders are responsible for reviewing all required submittals listed in the Bidding Instructions and Specifications
- h. **Retainage** – For contracts exceeding \$500,000, the City will withhold 5% of each progress payment as retainage, in accordance with Tennessee law. Retainage will be released upon final acceptance of the work and submission of all required closeout documentation.

5. Plans, Specifications, and Addenda (Lora Rivera)

- a. **Bid Documents** – Bid specifications and contract documents may be obtained in the following ways:
 - i. Accessing them on the City's website: <https://www.hvilletn.org/bids.aspx>
 - ii. Requesting an electronic copy by emailing Todd Baun, Project Manager, Public Works Department, at tbaun@hvilletn.org
 - iii. Requesting a paper copy from the Public Works Department at Hendersonville City Hall, 101 Maple Drive North, Hendersonville, TN 37075:
- b. **Questions** – Questions are due no later than **March 3, 2026, by 4:00 p.m. (CST)**
 - i. Questions must be submitted in writing to the contact identified in the bid documents
 - ii. Questions related to specifications and terms and conditions, including insurance must be submitted by this deadline.
 - iii. Clarifications or changes will be issued by written Addendum only
- c. **Addenda** – Addenda will be posted on the City's website
 - i. Bidders are responsible for monitoring website for any addenda issued
 - ii. All addenda must be acknowledged with the bid submission
 - iii. Attendance at the pre-bid meeting does not relieve the bidder of responsibility to review and acknowledge all addenda



CITY OF HENDERSONVILLE

Mandatory Pre-Bid Meeting Agenda

Project Name: Drakes Creek Park Maintenance Complex
Bid Number: 26-0004

d. Bids Due / Bid Opening (see Invitation to Bid):

March 12, 2026, no later than 10:00 a.m. (CST)

Hendersonville City Hall, Conference Room 1

101 Mape Drive North

Hendersonville, TN 37075

6. Organization of Bidder's Proposal (Lora Rivera)

- a. Bids must be submitted in sealed envelopes to the Finance Department by the stated deadline
- b. Completed Bid Proposal Form must be included
- c. All Addenda must be acknowledged
- d. Required documentation includes, but is not limited to:
 - i. Contractor's License
 - ii. Insurance documentation
 - iii. Subcontractor List
 - iv. References
 - v. Preliminary PEMB design package (for applicable building bids)

7. Job Walk (Todd Baun, Trevor Cole)

- a. Site walk will occur immediately following this meeting
- b. Contractors will have the opportunity to observe existing site conditions.
- c. Questions will be noted during the site walk, but please submit all questions in writing to ensure we capture everything accurately. Official responses will be issued via addendum.

ADDENDUM ACKNOWLEDGEMENT

I acknowledge receipt of the following addenda:

ADDENDUM NO. _____ DATED _____

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

Note to bidders: It is the responsibility of the firm to verify receipt of all addenda issued and to acknowledge them with the bid submission. Addenda will be posted on the City's website.