



**THOMPSON  
& LITTON** EST.  
1956

ENGINEERS ARCHITECTS SURVEYORS

November 7, 2023

Robert Sallee, Maintenance Supervisor  
Scott County Public Schools  
340 East Jackson Street  
Gate City, Virginia 24251

Re: Partial Reroofing of Building 1/Section 1C – Scott County Career and Technical Center  
T&L Project No. 17728

Dear Mr. Sallee:

We plan to advertise the above referenced project on Saturday, November 18, 2023 in the Bristol-Herald Courier. Before Thompson and Litton, Inc. can initiate this process, we need your written authorization to proceed. In this regard, please sign where noted below and return this letter to our office. Once we receive your written authorization, we will begin the advertising process.

Should you have any questions concerning this authorization, please give me a call.

Sincerely,

Technical Office Assistant

Attachment: Advertisement for Bids

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*The Scott County Public Schools hereby authorizes Thompson & Litton to advertise the above referenced project.*

Robert Sallee, Maintenance Supervisor

Date

## ADVERTISEMENT FOR BIDS

**Scott County Public Schools**  
**340 East Jackson Street**  
**Gate City, Virginia 24251**

Separate sealed Bids for the Partial Reroofing of Building 1/Section 1C of the Scott County Career and Technical Center for Scott County Public Schools, which consists of installing approximately 22,269 square feet of new 60 mil fully adhered EPDM membrane over new insulation on existing roof deck following complete tear-off of existing ballasted EPDM roof and built-up roof system. Additional work will include replacement of perimeter gravel stop/coping. Some mechanical units may require raising to meet the required clearance for warranty, will be received by Robert Sallee, Maintenance Supervisor, at the office of Scott County Public Schools, 340 East Jackson Street, Gate City, Virginia 24251, until 2:00 P.M., local prevailing time, on December 14, 2023, and then at said office publicly opened and read aloud.

The Contract Documents may be examined at Scott County Public Schools, 340 East Jackson Street, Gate City, Virginia 24251; at Thompson & Litton, Inc., 115 East Watauga Avenue, Johnson City, Tennessee 37601; and online at TRASCO (<http://www.trascoplanroom.com>).

Copies of the Contract Documents (electronic and/or hard copy) are available for purchase through TRASCO at <http://www.trascoplanroom.com>.

A non-mandatory Pre-Bid Conference will be held on November 30, 2023 at 10:00 A.M. All interested parties are requested to meet the Architect at the project site at that time.

Withdrawal of bids shall be according to procedure (i) of the Virginia Public Procurement Act and to the Code of Virginia (§ 2.2-4330). Any Bidder must give notice in writing of its claim of right to withdraw its Bid within two business days after the conclusion of the Bid Opening Procedure. If a Bid is withdrawn, the next higher Bidder shall be deemed to be the Low Bidder. No Bid may be withdrawn unless said withdrawal is permitted by law.

Bids must be accompanied by Bid security as specified in the Instructions to Bidders.

Each Bidder must be licensed as a Class A contractor in the State of Virginia; Bidders are instructed to review the *Code of Virginia*, Title 54.1, Chapter 11, prior to bidding.

The Owner does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1.

During the performance of this contract, the contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis Pursuant to § 2.2-4343.1 of the *Code of Virginia*.

During the performance of this contract, the contractor agrees to provide a drug-free workforce Pursuant to § 2.2-4312 of the *Code of Virginia*.

During the performance of this contract, the contractor agrees to follow the *Code of Virginia* on sex

offender's entry onto school property Pursuant to § 22.1-296.1 (E) of the *Code of Virginia*.

MBE/WBE firms are encouraged to submit Bids.

The Contract(s) shall be awarded to the lowest responsive and responsible Bidder(s).

The Owner reserves the right to reject any and all Bids if it appears in its best interest to do so.

11/10/2023

Date

Robert Sallee, Maintenance Supervisor

Scott County Public Schools

By