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TUESDAY, JUNE 19, 2018
CITY COUNCIL AGENDA
6:00 PM

- I. Call to Order.
- II. Pledge of Allegiance/Invocation (Councilwoman Berz).
- III. Minute Approval.
- IV. Special Presentation.

PUBLIC NOTICE/HEARING - WATER QUALITY PROGRAM RATE STUDY
AND FEE SCHEDULE RECOMMENDED FOR AMENDMENTS

By Bill Payne, City Engineer

V. **Ordinances – Final Reading:**

FINANCE

- a. [An ordinance providing for an Interim Budget and appropriating funds for the usual and ordinary expenses of the City government for July 1 through July 5, 2018, pending the adoption of the 2018-2019 Annual Budget. \(Revised\)](#)

PLANNING

- b. [2018-075 Hillocks Farm Land Company, LLC c/o Duane Horton \(Amend Conditions\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to amend Condition 2.1 of specific conditions for R-4 Zoning Ordinance No. 12809 of previous Case No. 2014-008 on part of property located at 6100 Highway 153, more particularly described herein, subject to certain conditions. \(District 1\) \(Recommended for approval by Planning and recommended for denial as to Applicant's request\)](#)
- c. [2018-077 Hillocks Farm Land Company, LLC c/o Duane Horton \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6048 Highway 153, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone. \(District 1\) \(Recommended for approval by Planning\)](#)

Agenda for Tuesday, June 19, 2018

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- d. [2018-078 Hillocks Farm Land Company, LLC c/o Duane Horton \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6046 Highway 153, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone. \(District 1\) \(Recommended for approval by Planning\)](#)
- e. [2018-079 Hillocks Farm Land Company, LLC c/o Duane Horton \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6100 Highway 153, more particularly described herein, from C-2 Convenience Commercial Zone to R-4 Special Zone, subject to certain conditions. \(District 1\) \(Recommended for approval by Planning and Staff\)](#)
- f. [2018-093 Riverton Development Group, LLC \(R-1 Residential Zone and M-1 Manufacturing Zone to R-1 Residential Zone, R-4 Special Zone, and UGC Urban General Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone part of property located at 1100 Lupton Drive, more particularly described herein, from R-1 Residential Zone and M-1 Manufacturing Zone to R-1 Residential Zone, R-4 Special Zone, and UGC Urban General Commercial Zone, subject to certain conditions. \(District 2\) \(Recommended for approval by Planning and recommended for denial of R-4 by Staff\)](#)
- g. [2018-082 Holcomb Family Partners c/o Tim Holcomb \(R-3 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone part of property located at 5513 Highway 153, more particularly described herein, from R-3 Residential Zone to C-2 Convenience Commercial Zone. \(District 3\) \(Recommended for approval by Planning and Staff\)](#)
- h. [2018-084 Vanessa E. Moser \(R-1 Residential Zone to A-1 Urban Agricultural Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1649 Kamin Road, more particularly described herein, from R-1 Residential Zone to A-1 Urban Agricultural Zone. \(District 3\) \(Recommended for approval by Planning and Staff\)](#)
- i. [2018-058 Cynthia Brown \(R-1 Residential Zone to R-4 Special Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 7724 Standifer Gap Road, more particularly described herein, from R-1 Residential Zone to R-4 Special Zone, subject to certain conditions. \(District 4\) \(Recommended for approval by Planning and recommended for denial by Staff\)](#)

- j. [2018-083 Tom Willumson \(O-1 Office Zone to R-1 Residential Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 3951 Cromwell Road, more particularly described herein, from O-1 Office Zone to R-1 Residential Zone. \(District 5\) \(Recommended for approval by Planning and recommended for denial of R-1 and approval to lift all conditions by Staff\)](#)
- k. [2018-090 Silverdale Baptist Church c/o Doug Anderson \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 2916 Silverdale Road, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(District 6\) \(Recommended for approval by Planning\)](#)
- l. [2018-087 Dexter White \(M-1 Manufacturing Zone to UGC Urban General Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 432 West 24th Street, more particularly described herein, from M-1 Manufacturing Zone to UGC Urban General Commercial Zone. \(District 7\) \(Recommended for approval by Planning and Staff\)](#)
- m. [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, Article VI, Section 38-504, Height and Area Exceptions and Other Special Exceptions to clarify interior side setbacks for detached small storage building, private automobile storage garages, private shops for woodworking, metal working, ceramic, etc., and other similar accessory buildings located in the R-T/Z Residential Townhouse Zero Lot Line Zone.](#)

VI. **Ordinances – First Reading: (None)**

VII. **Resolutions:**

INFORMATION TECHNOLOGY

- a. [A resolution authorizing the Chief Information Officer to execute a blanket contract renewal with Tyler Technologies as the provider of hardware, software, implementation services and related expenses for electronic citation system for the period of one \(1\) year beginning July 21, 2018 through July 20, 2019, for an amount not to exceed \\$1.5 million per contract year.](#)

MAYOR'S OFFICE

- b. [A resolution to confirm the Mayor's appointments of Roy Wroth, Hannah Forman, and Matt McDonald to the Chattanooga Historic Zoning Commission.](#)

- c. [A resolution to confirm the Mayor's re-appointments of Eddie Helton, Kenny Smith, Mike Webb, James Walker, Don Blankenship, and Robert Wade to the Construction Board of Adjustment and Appeals.](#)

PLANNING

- d. [2018-094 Riverton Development Group, LLC \(Special Exceptions Permit\). A resolution authorizing a Special Exceptions Permit for a Residential Planned Unit Development on property located at 1100 Lupton Drive, subject to certain conditions. \(District 2\) \(Recommended for approval by Planning and Staff\) \(Deferred from 6/12/18\)](#)

[2018-094 Riverton Development Group, LLC \(Special Exceptions Permit\). A resolution authorizing a Special Exceptions Permit for a Residential Planned Unit Development on property located at 1100 Lupton Drive. \(Applicant Version\)](#)

PUBLIC WORKS AND TRANSPORTATION

Public Works

- e. [A resolution authorizing the Administrator for the Department of Public Works to apply for, and if awarded, accept a U.S. Department of Energy's Advanced Solar Systems Integration Technologies Grant for Municipal Utility Infrastructure Continuity \(MUSIC\), in the amount of \\$1,950,000.00.](#)
- f. [A resolution authorizing the renewal of Contract No. E-16-001-401, on-call blanket contracts for Resident Project Representative Services \(RPR\) for year three \(3\) of five \(5\) with \(1\) AMEC Foster Wheeler Environment and Infrastructure, Inc.; \(2\) Arcadis, US, Inc.; \(3\) ASA Engineer and Consultants, Inc.; \(4\) Barge Solutions; \(5\) CD Technical Services; \(6\) CTI Engineers, Inc.; \(7\) McGill Associates, P.A.; \(8\) S&ME, Inc.; \(9\) Thompson Engineering; \(10\) Vaughn & Melton Consulting Engineers, Inc.; and \(11\) Volkert, Inc., for year three \(3\) of five \(5\) year term, within eleven \(11\) professional firms estimated at \\$1,250,000.00 total annually, for all eleven \(11\) professional firms for use by all departments.](#)

VIII. Purchases.

IX. Other Business.

a. **Approval of renewal certification for grocery stores wishing to sell wine:**

1. Whole Food Market Group, Inc., 301 Manufacturers Road **(District 1)**
2. Earth Fare, Inc. # 420, 1814 Gunbarrel Road, Suite 100 **(District 4)**
3. Earth Fare, Inc. # 425, 5415 Hixson Pike **(District 3)**
4. The Fresh Market #22, 2288 Gunbarrel Road **(District 4)**

X. Committee Reports.

Agenda for Tuesday, June 19, 2018

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XI. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.

XII. Adjournment.

TUESDAY, JUNE 26, 2018
CITY COUNCIL AGENDA
6:00 PM

1. Call to Order.
2. Pledge of Allegiance/Invocation (Vice-Chairman Oglesby).
3. Minute Approval.
4. Special Presentation.
5. **Ordinances – Final Reading: (None)**
6. **Ordinances – First Reading:**

ECONOMIC AND COMMUNITY DEVELOPMENT

- a. [An ordinance amending Chattanooga City Code, Part II, Chapter 2, Article VI, Sections 2-581 through 2-586, relating to the Memorial Auditorium.](#)

FINANCE

- b. [An ordinance hereinafter also known as “the Fiscal Year 2018-2019 Operations Budget”, providing revenue for the Fiscal Year beginning July 1, 2018, and ending June 30, 2019; appropriating same to the payment of expenses of the municipal government; fixing the rate of taxation on all taxable property in the City, and the time taxes and privileges are due, how they shall be paid, when they shall become delinquent; providing for interest and penalty on delinquent taxes and privileges; amending Chattanooga City Code, Part II, Chapter 2, Section 2-267, relative to paid leave for active-duty training and to amend Chattanooga City Code, Part II, Chapter 31, Sections 31-36, 31-37, 31-41, and 31-43, Sections 31-322 and 31-354.](#)
- c. [An ordinance appropriating, authorizing or allocating funds to the Capital Improvements Budget for the Fiscal Year 2018-2019.](#)

PUBLIC WORKS AND TRANSPORTATION

Public Works

- d. [MR-2018-059 Churchview Properties, LLC \(Abandonment\). An ordinance closing and abandoning a sewer easement located at 8615 Petty Road, as detailed on the attached map, subject to certain conditions. \(District 4\) \(Recommended for approval by Public Works\)](#)

7. **Resolutions:**

ECONOMIC AND COMMUNITY DEVELOPMENT

- a. 2018-06 April Pardo (No. 18-STVR-00025). A resolution approving Short Term Vacation Rental Application No. 18-STVR-00025 for property located at 604 Van Dyke Street. (District 1)
- b. 2018-05 Laura Davis/Bryan Thompson (No. 18-STVR-00024). A resolution approving Short Term Vacation Rental Application No. 18-STVR-00024 for property located at 1210 Russell Street. (District 2)
- c. 2018-08 John Queen, Jr. (No. 18-STVR-00034). A resolution approving Short Term Vacation Rental Application No. 18-STVR-00034 for property located at 909 Barton Avenue. (District 2)
- d. 2018-09 Julie Brackett (No. 18-STVR-00035). A resolution approving Short Term Vacation Rental Application No. 18-STVR-00035 for property located at 905 Hixson Pike. (District 2)
- e. 2018-07 Robert Kenz (No. 18-STVR-00030). A resolution approving Short Term Vacation Rental Application No. 18-STVR-00030 for property located at 563 S. Crest Road. (District 9)

FINANCE

- f. A resolution authorizing the City Treasurer to renew blanket Purchase Order No. 532669 for merchant card services with FIS/Link2gov for an additional three (3) months during transition to the new vendor.

HUMAN RESOURCES

- g. A resolution authorizing the Direct of Human Resources to extend an existing agreement with FMLASource, Inc. of ComPsych Corporation to provide Family Medical Leave Act (FMLA) management services at the rate of \$1.32 per employee per month for a three (3) month term ending on September 30, 2018, for an approximate cost of \$8,700.00.

INFORMATION TECHNOLOGY

- h. A resolution authorizing the Chief Information Officer to execute a blanket contract renewal with KCI Technologies to be providers of software, licensing, technology support, and professional services associated with CityWorks Managed Hosted Solution City-wide for the period of three (3) years beginning June 20, 2018 through June 21, 2021, with annual amounts referenced below, for a total amount of \$203,988.51.

LEGAL

- i. A resolution authorizing the award of a contract to MGT Consulting Group to conduct a legal analysis and disparity study, and authorizing the City Attorney to execute said contract, for an amount not to exceed \$175,000.00.

PUBLIC WORKS AND TRANSPORTATION

Public Works

- j. A resolution authorizing the approval of Change Order No. 1 (Final) for Tri-State Roofing Contractors, Inc. of Chattanooga, TN, relative to Contract No. F-17-001-201, Replacement Roofing System for Fire Hall No. 10, for a decreased amount of \$1,400.00, to release the contingency amount of \$6,400.00, for a revised contract amount of \$44,184.00. (District 8)
 - k. A resolution authorizing the approval of Change Order No. 1 (Final) for Tri-State Roofing Contractors, Inc. of Chattanooga, TN, relative to Contract No. M-17-006-201, Replacement Roofing System for the Lindsay Street Building, for an increased amount of \$1,392.00, to release the contingency amount of \$3,608.00, for a revised contract amount of \$44,017.00. (District 8)
 - l. A resolution authorizing the approval of Change Order No. 1 (Final) for Tri-State Roofing Contractors, Inc. of Chattanooga, TN, relative to Contract No. M-17-003-201, Replacement Roofing System for Fleet Maintenance Building located at 12th Street, for an increased amount of \$3,191.00, to release the contingency amount of \$6,809.00, for a revised contract amount of \$101,099.00. (District 8)
 - m. A resolution authorizing the Administrator for the Department of Public Works to apply for, and if awarded, accept reimbursable funds for the Waste Reduction Grant from the Tennessee Department of Environment and Conservation (TDEC), for the purchase of a new recycle truck and curbside recycle carts, in the amount of \$500,000.00.
8. Purchases.
 9. Other Business.
 10. Committee Reports.
 11. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.
 12. Adjournment.

Proposed City Council Purchases 6-19-18

DEPARTMENT REQUISITION NO.	ITEM DESCRIPTION	BIDS REQUESTED	BIDS RETURNED	LOWEST/BEST BIDDER	COST	FUND NAME	NOTES
PO543748 Public Works	Blanket Contract Renewal for Tires- Fleet Management Division	9	2	Best One Tire 2348 Rossville Blvd. Chattanooga, TN 37408	Estimated \$600,000 Annually	General Fund	Blanket Contract Renewal of PO543748 for Tires- Fleet Management Division. There were 9 direct bid solicitations and we received 2 responses in the publicly advertised bid proceedings. Best One Tire was the lowest bid meeting specifications.
R169462 Public Works	New Blanket Contract for Turf Management for Parks- Parks Division	17	3	TruGreen Lawn Care Service 4135 South Creek Road Chattanooga, TN 37406	Estimated \$50,000 Annually	General Fund	New Blanket Contract for Turf Management for Parks- Parks Division. The new contract will be a period of twelve (12) months with two (2) renewal options. There were 17 direct bid solicitations and we received 3 responses in the publicly advertised bid proceedings. TruGreen Lawn Care Service was the best bids meeting specifications.
R169443 Public Works	New Blanket Contract for Janitorial Services- Fleet Management Division	11	5	Metro Janitorial Services, Inc. 8115 Snow Hill Road Ooltewah, TN 37363	Estimated \$31,000 Annually	General Fund	New Blanket Contract for Janitorial Services- Fleet Management Division. The new contract will be a period of twelve (12) months with two (2) renewal options. There were 11 direct bid solicitations and we received 5 responses in the publicly advertised bid proceedings. Metro Janitorial Services, Inc. was the lowest bid meeting specifications.
PO538805 Public Works	Blanket Contract Renewal for Equipment Maintenance & Repair Services- Waste Resource Division	8	1	Stowers Machinery Corporation 4066 S. Access Road Chattanooga, TN 37406	Estimated \$400,000 Annually	Interceptor Sewer Operations	Blanket Contract Renewal of PO538805 for Equipment Maintenance & Repair Services- Waste Resource Division. There were 8 direct bid solicitations and we received 1 response in the publicly advertised bid proceedings. Stowers Machinery Corporation was the lowest bid meeting specifications.
R170399 Human Resources	New Blanket Contract Stop Loss Insurance- Human Resources Department	9	1	BlueCross BlueShield of Tennessee 1 Cameron Hill Circle Chattanooga, TN 37403	Estimated \$423,027 Annually	General Fund	New Blanket Contract for Stop Loss Insurance- Human Resources Department. The new contract will be a period of twelve (12) months with two (2) renewal options. There were 9 direct bid solicitations and we received 1 response in the publicly advertised bid proceedings. BlueCross BlueShield of Tennessee was the lowest bid meeting specifications.
R169327 Information Technology	New Blanket Contract for Facility Security Equipment Systems and Services	-	-	Convergint Technologies 4395 Nicole Drive Lanham, MD 20706	Estimated \$500,000 Annually	General Fund	New Blanket Contract for Facility Security Equipment Systems and Services. This contract utilizes the National Joint Powers Alliance (NJPA) Contract No. 031517-CTL. TCA 6-56-304-2 allows for this single source purchase exempted from usual advertising and bidding requirements.



City of Chattanooga

Mayor Andy Berke

May 30, 2018

Mr. Justin Holland
Administrator, Public Works Department
Fleet Management Division
1250 Market Street, Suite 2100
Chattanooga, TN 37402

**Subject: Contract Renewal of Blanket PO No. 543748 – Tires – Fleet Management Division
– Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 543748 for Tires, Fleet Management Division, Public Works Department. The City of Chattanooga is renewing the first (1st) contract renewal option for twelve (12) months through May, 2019, with one (1) renewal option remaining for an estimated annual amount of \$600,000. A copy of the signed letter from vendor and a copy of the contract is enclosed.

The original invitation to bid was sent to nine (9) vendors as well as formally advertised. Bids were received from two (2) vendors shown below. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 543748 for Tires to Best One Tire, 2348 Rossville Blvd, Chattanooga, TN 37408.

Respectfully yours,

Bonnie Woodward
Director of Purchasing

BW/mlm

Attachments



City of Chattanooga
Mayor Andy Berke

May 25, 2018

Best One
Attn: Tommy Thaxton
2348 Rossville Blvd
Chattanooga, TN 37408

Subject: 543748 – Tires

Dear Mr. Thaxton:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same contracted price(s).

The new expiration date will be May 31, 2019.

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to mmckeel@chattanooga.gov if you agree to renewal.

As always, we appreciate the good service you have rendered in the past, and we look forward to working with you in the future.

Signed: _____

Date: 6/9/18

Sincerely,

Handwritten signature of Mark McKeel in cursive.

Mark McKeel, Buyer
City of Chattanooga
Phone: (423) 643-7236 Fax: (423) 643-7244

Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

V E N D O R	Vendor Number: 744123 Vendor Alternate ID: 6502 Best One 2348 Rossville Blvd Chattanooga, TN 37408
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PO Date: 26-MAY-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number 543748 INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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S H I P T O	
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I N V O I C E	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 147469 / 304540 Ordering Dept.: Fleet Management Buyer: Mark McKeel Phone No.: 423-643-7236 Items Being Purchased: Tires ATTACHMENTS: City of Chattanooga (COC) Terms and Conditions posted on Website http://www.chattanooga.gov/purchasing/standard-terms-and-conditions If you can't download call buyer for a copy. This Shall Be A Twelve (12) Month Blanket Contract To Supply Tires to Fleet Management, General Services The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Month Terms Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation Of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein. ***** Vendor Shall Hold Prices Firm for First (1st) Year of Contract ***** Price Escalation Clause: If as a result of a general change in prices or discounts, the Contractor has changed prices to all of its customers, the price under this contract may be adjusted accordingly. Contractor may be requested to show proof of alleged price changes prior to approval of any price adjustments. Please Note: If there is a change in any of the tires, Fleet Management will need to be notified and approve any replacements.					

C. Woodward

***** NOTICE *****

This Purchase Order ("Agreement") is a binding agreement between the City of Chattanooga and the Vendor. This Purchase Order shall be governed by the following documents: (1) Purchase Order; (2) City of Chattanooga Purchase Order Standard Terms and Conditions; (3) Vendor's response to the bid or quotation; and (4) terms and conditions set forth in the bid or quotation, each of which is hereby incorporated herein by reference and becomes a part of this Agreement. In the event any conflict of terms arises, the terms controlling the Agreement shall be in the order provided hereinabove. This Purchase Order is valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order, and further authorizes payment upon proper certification of receipt of goods and/or services.

Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

V E N D O R	Vendor Number: 744123 Vendor Alternate ID: 6502 Best One 2348 Rossville Blvd Chattanooga, TN 37408	PO Date: 26-MAY-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number 543748 INVOICES: Direct Invoices in DUPLICATE to the Invoice address shown below.
S H I P T O		I N V O I C E	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402

Requestor	Requisition Number	Bid Number						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Line Nbr</th> <th style="width: 40%;">Item ID - Item Description</th> <th style="width: 10%;">Quantity</th> <th style="width: 10%;">Unit</th> <th style="width: 10%;">Unit Price</th> <th style="width: 10%;">Total</th> </tr> </thead> </table> <p> QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT. Purchase Order issued in accordance with Best One Tire bid received on May 16, 2017 is hereby made part of this contract. City Council approved on May 23, 2017 Contract dates: June 1, 2017 to May 31, 2018 Vendor Contact: Tommy Thaxton Phone No.: 423-266-8147 Fax No.: 423-756-5725 E-mail: tthaxton@bestonehall.biz </p> <p>The undersigned hereby agrees to perform the services in accordance with the terms and conditions as set forth in this Purchase Order, the City of Chattanooga Standard Terms & Conditions, and the bid or quotation.</p> <p> Representative: <u><i>[Signature]</i></u> Title: <u>Manager</u> Date: <u>5/26/17</u> </p> <p> Agreed to and accepted by: CITY OF CHATTANOOGA, TENNESSEE Name/Title: <u><i>Mark McKeel, Buyer</i></u> Department: <u>PURCHASING</u> </p>	Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total		
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Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.

Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

V E N D O R	Vendor Number: 744123 Vendor Alternate ID: 6502 Best One 2348 Rossville Blvd Chattanooga, TN 37408
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PO Date: 26-MAY-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number 543748 INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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I N V O I C E	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	11.2/12.4 R24 TR218A 320/85R24; Product No. CAR-323960	0.00	Each	\$ 30.0000	\$ 0.00
2	11R22.5 F8560 REG STR A/POS 14/G; Product No. FIR-156531	0.00	Each	\$ 264.0000	\$ 0.00
3	11R22.5 FS820; Product No. FIR-241252	0.00	Each	\$ 325.0000	\$ 0.00
4	11L-16 F-3 Backhoe Loader; Product No. FIR-314625	0.00	Each	\$ 99.0000	\$ 0.00
5	11R22.5 FD663 DRIVE 14/G; Product No. FIR-281042	0.00	Each	\$ 324.0000	\$ 0.00
6	11R22.5 FS561 REG STR A/POS 16/H; Product No. FIR-248324	0.00	Each	\$ 312.0000	\$ 0.00
7	11R22.5 G182 RSD DRIVE G/14; Product No. GOO-138802111	0.00	Each	\$ 364.0000	\$ 0.00
8	11R22.5 G661 HSA REG STR G/14; Product No. GOO-138953337	0.00	Each	\$ 343.0000	\$ 0.00
9	11R24.5 FD663 DRIVE 14/G; Product No. FIR-281069	0.00	Each	\$ 340.0000	\$ 0.00
10	12.4-24 SUPER AT II 23 TL Ri 8; Product No. FIR-372541	0.00	Each	\$ 258.0000	\$ 0.00

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Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.

Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
11	12R22.5 FS561 REG STR A/POS 16/H; Product No. FIR-248494	0.00	Each	\$ 358.0000	\$ 0.00
13	12R22.5 G287 MSA MIS A/POS H/16; Product No. GOO-138864245	0.00	Each	\$ 578.0000	\$ 0.00
14	12R22.5 G622 RSD DRIVE H/16; Product No. GOO-138302265	0.00	Each	\$ 412.0000	\$ 0.00
15	12R22.5 T831 MIS A/POS 16/H; Product No. FIR-281581	0.00	Each	\$ 442.0000	\$ 0.00
16	16.9/18.4 R-26/28 TR218A, 480/80R26 TR218A; Product No. CAR-323730	0.00	Each	\$ 52.0000	\$ 0.00
17	16.9/18.4 R-30 TR218A; Product No. CAR-323780	0.00	Each	\$ 60.0000	\$ 0.00
18	16.9/18.4 R-34 TR218A; Product No. CAR-323700	0.00	Each	\$ 63.0000	\$ 0.00
19	17.5-25 SUP GRD GRP L-2 12 TL; Product No. FIR-425129	0.00	Each	\$ 595.0000	\$ 0.00
20	18X8.50-8 NHS TURF SAVER 4; Product No. CAR-5110711	0.00	Each	\$ 45.0000	\$ 0.00
21	19.5L-24 AT UTILITY TL R4 10; Product No. FIR-359343	0.00	Each	\$ 539.0000	\$ 0.00

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Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

V E N D O R	Vendor Number: 744123 Vendor Alternate ID: 6502 Best One 2348 Rossville Blvd Chattanooga, TN 37408
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PO Date: 26-MAY-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <h2 style="text-align: center;">543748</h2> INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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S H I P T O	
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I N V O I C E	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
22	20X10.00-8 NHS TURF SAVER 2; Product No. CAR-5111011	0.00	Each	\$ 52.0000	\$ 0.00
24	225/70 R19.5 FS560 RG STR A/P 12F; Product No. FIR-160716	0.00	Each	\$ 203.0000	\$ 0.00
25	225/70 R19.5 HDR DRIVE 14/G; Product No. CON-0478211	0.00	Each	\$ 280.0000	\$ 0.00
26	245/70 R19.5 FS560 RG STR A/P 14G; Product No. FIR-169964	0.00	Each	\$ 219.0000	\$ 0.00
27	24X9.50-10 NHS ALL TRAIL II 4; Product No. CAR-55A3P2	0.00	Each	\$ 72.0000	\$ 0.00
28	255/70 R22.5 FS560 RG STR A/P 16H; Product No. FIR-192982	0.00	Each	\$ 267.0000	\$ 0.00
29	265/70 R16.5 BIB STEEL HS TL; Product No. MIC-64069	0.00	Each	\$ 250.0000	\$ 0.00
30	315/80 R22.5 FS400 R/S A/P 20/L; Product No. FIR-240623	0.00	Each	\$ 472.0000	\$ 0.00
31	315/80 R22.5 FS820; Product No. FIR-233874	0.00	Each	\$ 437.0000	\$ 0.00
32	315/80 R22.5 G287 MSA MIS A/POS L; Product No. GOO-756141662	0.00	Each	\$ 512.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
33	320/85 R24 Radial AT DT (12.4R24); Product No. FIR-362681	0.00	Each	\$ 458.0000	\$ 0.00
34	385/65 R22.5 G296 NSA MIS A/POS J; Product No. GOO-756315365	0.00	Each	\$ 493.0000	\$ 0.00
35	385/65 R22.5 T839 MIS DRIVE 18/J; Product No. FIR-294586	0.00	Each	\$ 437.0000	\$ 0.00
36	410/350-4 L&G.TRL RAD TUBE TR13; Product No. CAR-320040	0.00	Each	\$ 4.5000	\$ 0.00
37	425/65 R22.5 G296 MSA MIS A/POS L; Product No. GOO-756160365	0.00	Each	\$ 549.0000	\$ 0.00
38	425/65 R22.5 T839 MIS DRIVE 20/L; Product No. FIR-294594	0.00	Each	\$ 496.0000	\$ 0.00
40	5.50/5.90/6.00/6.40-15/165L TR15; Product No. CAR-322120	0.00	Each	\$ 7.5000	\$ 0.00
41	750-16 HARTLAND TRAIL EXP HWY 10; Product No. JBT-075016	0.00	Each	\$ 85.0000	\$ 0.00
42	8/-14.5 SUPERMAX LPT TL 14; Product No. JBT-MHB5003PG	0.00	Each	\$ 81.0000	\$ 0.00
43	LT215/85 R16 TRANSFORCE UT E EL; Product No. FIR-189701	0.00	Each	\$ 105.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
44	LT225/75 R16 TRANSFORCE AT E BL; Product No. FIR-189667	0.00	Each	\$ 116.0000	\$ 0.00
45	LT225/75 R16 TRANSFORCE UT B BL; Product No. FIR-189752	0.00	Each	\$ 113.0000	\$ 0.00
46	LT235/85 R16 WRANGLER SRA; Product No. GOO-179745217	0.00	Each	\$ 139.0000	\$ 0.00
47	LT245/70 R17 DEST MIT E OWL; Product No. FIR-190279	0.00	Each	\$ 152.0000	\$ 0.00
48	LT245/75 R16 WRANGLER HT; Product No. GOO-744395900	0.00	Each	\$ 118.0000	\$ 0.00
49	LT245/75 R17 TRANSFORCE AT E OWL; Product No. FIR-205222	0.00	Each	\$ 127.0000	\$ 0.00
50	LT245/75 R17 TRANSFORCE HT B BL; Product No. FIR-225425	0.00	Each	\$ 123.0000	\$ 0.00
51	LT245/75 R17 TRANSFORCE HT E OWL; Product No. FIR-207483	0.00	Each	\$ 126.0000	\$ 0.00
52	LT245/75 R17 WRANGLER SRA; Product No. GOO-179636492	0.00	Each	\$ 152.0000	\$ 0.00
53	LT265/75 R16 WRANGLER SRA; Product No. GOO-183857418	0.00	Each	\$ 115.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
54	LT275/70 R18 WRANGLER SRA; Product No. GOO-179646492	0.00	Each	\$ 178.0000	\$ 0.00
55	LT275/70R18 DEST MIT E OWL; Product No. FIR-224184	0.00	Each	\$ 193.0000	\$ 0.00
56	P175/65 R14 INTEGRITY; Product No. GOO-402531073	0.00	Each	\$ 59.0000	\$ 0.00
57	P185/65 R15 INTEGRITY; Product No. GOO-402032477	0.00	Each	\$ 61.0000	\$ 0.00
58	P195/60 R15 EAGLE RSA; Product No. GOO-732401500	0.00	Each	\$ 53.0000	\$ 0.00
59	P205/55 R16 ASSURANCE FUEL MAX; Product No. GOO-738053571	0.00	Each	\$ 82.0000	\$ 0.00
60	P205/60 R16 ASSURANCE FUEL MAX; Product No. GOO-738057571	0.00	Each	\$ 76.0000	\$ 0.00
61	P205/75 R14 WINTERFORCE 95S EL; Product No. FIR-113467	0.00	Each	\$ 82.0000	\$ 0.00
62	P215/55 R16 ASSURANCE FUEL MAX; Product No. GOO-738026571	0.00	Each	\$ 84.0000	\$ 0.00
63	P215/60 R16 ASSURANCE FUEL MAX; Product No. GOO-738638571	0.00	Each	\$ 72.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
64	P215/60 R17 ASSURANCE FUEL MAX; Product No. GOO-738198571	0.00	Each	\$ 93.0000	\$ 0.00
65	P215/65 R16 ASSURANCE FUEL MAX; Product No. GOO-738016571	0.00	Each	\$ 65.0000	\$ 0.00
66	P225/50 R17 ASSURANCE FUEL MAX; Product No. GOO-738372571	0.00	Each	\$ 131.0000	\$ 0.00
67	P225/50 R18 EAGLE LS-2; Product No. GOO-706543153	0.00	Each	\$ 95.0000	\$ 0.00
68	P225/60 R16 EAGLE RSA; Product No. GOO-732354500	0.00	Each	\$ 88.0000	\$ 0.00
69	P225/70 R15 WRANGLER SRA; Product No. GOO-183482418	0.00	Each	\$ 88.0000	\$ 0.00
70	P235/50 R17 EAGLE RSA; Product No. GOO-732515500	0.00	Each	\$ 131.0000	\$ 0.00
71	P235/55 R17 EAG RS-A 98W BL; Product No. GOO-732002500	0.00	Each	\$ 102.0000	\$ 0.00
72	P235/70 R16 INTEGRITY; Product No. GOO-402027477	0.00	Each	\$ 76.0000	\$ 0.00
73	P235/70 R17 WRANGLER SILENT ARMOR; Product No. GOO-758595189	0.00	Each	\$ 137.0000	\$ 0.00

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Requestor		Requisition Number			Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
74	P245/55 R18 EAGLE RSA; Product No. GOO-732026500	0.00	Each	\$ 119.0000	\$ 0.00
75	P245/65 R17 WRANGLER SRA; Product No. GOO-183284418	0.00	Each	\$ 110.0000	\$ 0.00
76	P245/70 R17 WRANGLER SRA; Product No. GOO-183114470	0.00	Each	\$ 121.0000	\$ 0.00
77	P255/70 R16 WRANGLER SRA; Product No. GOO-183601418	0.00	Each	\$ 113.0000	\$ 0.00
78	P255/70 R17 DEST LE 2 HOT OWL; Product No. FIR-136043	0.00	Each	\$ 111.0000	\$ 0.00
79	P255/70 R17 WRL SR-A(P) 1108 OWL; Product No. GOO-183540418	0.00	Each	\$ 120.0000	\$ 0.00
80	P265/60 R17 EAGLE RSA; Product No. GOO-732301500	0.00	Each	\$ 132.1400	\$ 0.00
81	P265/70 R17 DEST LB 2 113T OWL; Product No. FIR-097912	0.00	Each	\$ 110.0000	\$ 0.00
82	P265/70 R17 LTX M/S2 113T; Product No. MIC-09607	0.00	Each	\$ 152.0000	\$ 0.00
83	P265/70 R17 WRANGLER SRA; Product No. GOO-183106436	0.00	Each	\$ 116.0000	\$ 0.00

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Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
84	ST205/75 R14 RADIAL TRAIL RH C; Product No. CAR-5151351	0.00	Each	\$ 49.0000	\$ 0.00
85	ST205/75 R15 TRANSPORTER STR 8; Product No. JBT-724073	0.00	Each	\$ 55.0000	\$ 0.00
87	ST225/75 R15 TRANSPORTER STR 10; Product No. JBT-724086	0.00	Each	\$ 58.0000	\$ 0.00
88	TIRE DISPOSAL FEE	0.00	Each	\$ 1.3500	\$ 0.00
89	Miscellaneous Materials/Supplies/Repairs; Cost + 8 % Markup	0.00	Each	\$ 1.0000	\$ 0.00
90	Tires Not Listed; Cost + 8 % Markup	0.00	Each	\$ 1.0000	\$ 0.00

TOTAL: \$.00

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City of Chattanooga

Mayor Andy Berke

June 13, 2018

Mr. Justin Holland
Administrator, Public Works Department
Parks Division
1250 Market Street, Suite 2100
Chattanooga, TN 37402

Subject: 169462 / 305114 – Turf Management for Parks – Parks Division – Public Works Department

Dear Mr. Holland:

Council approval is recommended to issue a blanket contract for Turf Management for Parks, Parks Division, Public Works Department. The contract will be for twelve (12) months with the option to renew for two (2) additional twelve (12) month terms. The estimated annual expenditure for this contract is \$50,000.

The invitation to bid was sent to seventeen (17) vendors as well as formally advertised. Bids were received from three (3) vendors shown below. Bids are retained on file in the Purchasing Office for your review upon request.

Vendors

TruGreen Lawn Care Service
Weed Man Lawn Care
Kirkland's Pest Control LLC

I recommend awarding the blanket contract for Turf Management for Parks to TruGreen Lawn Care Service, 4135 South Creek Road, Chattanooga, TN 37406, as the best complete bid meeting specifications for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward
Director of Purchasing

BW/mlm

Attachments

**Bid Tabulation - Bid No. 305114 / Req No. 169462
Turf Management for Parks**

Line#	Item Description	TruGreen			Kirkland's Pest Control			Weed Man		
		Unit Price	Applications	Extended Price	Unit Price	Quantity	Extended Price	Unit Price	Quantity	Extended Price
1	Coolidge Park	\$ 1,080.00	6	\$ 6,480.00	\$2,924.00	6	\$ 17,544.00	\$ 1,627.14	7	\$ 11,389.98
2	Renaissance Park	\$ 390.00	5	\$ 1,950.00	\$1,071.00	5	\$ 5,355.00	\$ 692.17	5	\$ 3,460.85
3	Ross' Landing	\$ 850.00	6	\$ 5,100.00	\$2,459.33	6	\$ 14,755.98	\$ 1,366.57	7	\$ 9,565.99
4	Chattanooga Green	\$ 175.00	6	\$ 1,050.00	\$ 510.00	6	\$ 3,060.00	\$ 284.14	7	\$ 1,988.98
5	Marina & Medians	\$ 130.00	5	\$ 650.00	\$ 227.33	5	\$ 1,136.65	\$ 117.33	5	\$ 586.65
6	Tennessee Aquarium Plaza	\$ 130.00	5	\$ 650.00	\$ 330.67	5	\$ 1,653.35	\$ 232.50	5	\$ 1,162.50
7	First Street	\$ 47.00	5	\$ 235.00	\$ 74.67	5	\$ 373.35	\$ 83.33	5	\$ 416.65
8	Hunter Museum & Veterans Bridge Southwest End	\$ 130.00	5	\$ 650.00	\$ 234.67	5	\$ 1,173.35	\$ 122.17	5	\$ 610.85
9	City Hall & City Council Building	\$ 60.00	5	\$ 300.00	\$ 32.00	5	\$ 160.00	\$ 58.33	5	\$ 291.65
10	Development Resource Center	\$ 35.00	5	\$ 175.00	\$ 14.67	5	\$ 73.35	\$ 29.17	5	\$ 145.85
11	Main Terrain Art Park	\$ 225.00	5	\$ 1,125.00	\$ 608.00	5	\$ 3,040.00	\$ 261.00	6	\$ 1,566.00
12	Miller Park - Estimated Completion July 2018	\$ 110.00	6	\$ 660.00	\$ 241.66	6	\$ 1,449.96	\$ 95.93	6	\$ 574.98
13	Champions Club Tennis Center	\$ 300.00	5	\$ 1,500.00	\$ 684.00	5	\$ 3,420.00	\$ 438.50	5	\$ 2,192.50
14	Bessie Smith Hall	\$ 105.00	5	\$ 525.00	\$ 306.00	5	\$ 1,530.00	\$ 198.33	5	\$ 991.65
15	Phillips Park	\$ 73.00	5	\$ 365.00	\$ 146.67	5	\$ 733.35	\$ 76.67	5	\$ 383.35
16	NW Corner 4th & Georgia	\$ 35.00	5	\$ 175.00	\$ 22.00	5	\$ 110.00	\$ 37.50	5	\$ 187.50
17	Volkswagen Drive	\$ 400.00	5	\$ 2,000.00	\$1,466.67	5	\$ 7,333.35	\$ 766.67	5	\$ 3,833.35
18	Hixson Youth Athletic Association Football Field	\$ 313.00	5	\$ 1,565.00	\$ 702.00	5	\$ 3,510.00	\$ 455.00	5	\$ 2,275.00
19	Southside Community Park	\$ 500.00	5	\$ 2,500.00	\$1,466.67	5	\$ 7,333.35	\$ 766.67	5	\$ 3,833.35
Other Optional Bid:										
20	Price per square foot for application (per treatment schedule)	\$ 175.00	28,286,2259	\$ 4,950.09	\$ 0.004	1,232,148	\$ 4,928.59	\$ 4.80	1,232,148	\$ 5,867.88
21	Price per square foot for aeration	\$ 390.00	28,286,2259	\$ 11,031.63	\$ 0.010	1,232,148	\$ 12,321.48	\$ 12.00	1,232,148	\$ 14,785.78
22	Price per square foot for seeding (High rated Turf-type Tall Fescue)	\$ 450.00	28,286,2259	\$ 12,728.80	\$ 0.010	1,232,148	\$ 12,321.48	\$ 10.00	1,232,148	\$ 12,321.48
23	Price per square foot for fungicide application	\$ 265.00	28,286,2259	\$ 7,495.85	\$ 0.005	1,232,148	\$ 6,160.74	\$ 6.30	1,232,148	\$ 7,762.53
24	Price per square foot for Insecticide application	\$ 265.00	28,286,2259	\$ 7,495.85	\$ 0.004	1,232,148	\$ 4,928.59	\$ 5.20	1,232,148	\$ 6,407.17
25	Price per square foot for supplemental fertilizer application	\$ 175.00	28,286,2259	\$ 4,950.09	\$ 0.003	1,232,148	\$ 3,696.44	\$ 4.80	1,232,148	\$ 5,914.31
26	Fire Ant Control	\$ 450.00	28,286,2259	\$ 12,728.80						
27	Mosquito Defense - over 1/2 acre	\$ 99.00	14,143,1295	\$ 1,400.17						
28	Mosquito Defense - under 1/2 acre	\$ 69.00	14,143,1295	\$ 975.87						
TOTAL:				\$ 27,655.00			\$ 73,745.04			\$ 45,457.63
		With Adds		\$ 91,412.15			\$ 118,102.37			\$ 98,316.78
Contact:		Mark Sosna	Justin Nicholson		Kyle Rossi					
Location:		4135 South Creek Road	4159 Ringgold Road		8921 Middle Valley Road					
		Chattanooga, TN 37406	Suite 107		Hixson, TN 37343					
Pymt Terms:		net 30	Chattanooga, TN 37412		net 30					

*** Bid per acre instead of Square Foot

*** Bid per 1000 Square Foot

Turf Tamer, Inc.
1400 East 34th Street
Chattanooga, TN 37407

**The Grass is Greener Lawn
Service**
3309 Cummings Highway
Chattanooga, TN 37409

Encore Garden Group
416 N. Congress Pkwy, Suite C
Athens, TN 37931

W D Scott Company
3713 N. Hawthorne Street
Chattanooga, TN 37406

Phillips-Creasey
900 Dallas Road
Chattanooga, TN 37405

Fischer Landscape Company
2821 Benton Avenue
Chattanooga, TN 37406

McKamey Landscapes LLC
5206 Parkerson Road
Apison, TN 37302

Weed Man Lawn Care
6921 Middle Valley Road
Hixson, TN 37343

TruGreen LP
4135 South Creek Road
Chattanooga, TN 37406

Legacy Turf Management
P.O. Box 58
Chickamauga, GA 30707

Howard Landscape Group, LLC
1511 Maxwell Road
Chattanooga, TN 37412

Images Landscape Service, Inc.
4123 Cromwell Road
Chattanooga, TN 37421

Lawn Pro's of Chattanooga
P.O. Box 21892
Chattanooga, TN 37424

**Metro Lawn Care Landscape
Management**
6114 Bonny Oaks Drive
Chattanooga, TN 37416

Home & Lawn Care Services, Inc.
6114 Dayton Blvd.
Hixson, TN 37343

Dawson Lawn Service, Inc.
6013 Pinehurst Avenue
Chattanooga, TN 37421

**Thompson Brothers
Landscaping**
2057 County Line Road
Rock Spring, GA 30739

Date: May 16, 2018

Requisition No.: 169462

**PURCHASING DEPARTMENT
101 EAST 11TH STREET
CITY HALL
SUITE G13
CHATTANOOGA, TENNESSEE
37402**

Request for Bid (RFB) for the City of Chattanooga, Tennessee

*Proposals will be received at 101 East 11th Street, Suite G13,
Chattanooga, TN 37402 until 2:00 P.M., EST. on May 30, 2018*

**Requisition / Bid No.: R169462 / 305114
Ordering Dept.: Parks Division, Public Works
Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov**

**Items Being Purchased: Turf Management & Chemical Application
for Parks**

*****REQUEST FOR BIDS MUST BE RECEIVED***
2:00 P.M., EST on May 30, 2018**

*****PRE-BID CONFERENCE WILL BE CONDUCTED***
10:00 A.M. EST on May 23, 2018 at
Development Resource Center
1250 Market Street, 2nd Floor Conference Room
Chattanooga, TN 37402**

**The City of Chattanooga reserves the right to reject any and/or all proposals,
waive any informality in the proposals received, and to accept any proposal
which in its opinion may be for the best interest of the City.**

**The City of Chattanooga will be non-discriminatory in the purchase of all goods
and services on the basis of race, color or national origin.**

The City's Standard Terms and Conditions may be found on website:

<http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>

Note: ALL BIDS MUST BE SIGNED

All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Company Name: TRU GREEN

Mailing Address: 4135 S. CREEK RD

City & Zip Code: CHATTANOOGA, TN 37406

Phone/Toll Free No.: 470-242-9407

Fax No.: 423-697-4597

E-Mail Address: mark.sosna@tru-greenmail.com

Contact Person: Mark Sosna

Company Title: BUSINESS DEVELOPMENT

Signature: 

BID SOLICITATION



City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

BID OPENING DATE AND TIME:
 30-MAY-18 at 2:00 PM

BID NUMBER: 305114

BUYER:
PHONE #: (423) 643-7230
DELIVERY REQUIRED:

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

VENDOR

RFQ TRUGREEN

MATERIAL

City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
------	------------	----------	------	------------	-------

having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.

The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.

**** NOTE ****

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:

Company Name TRUGREEN
 Address 4135 S. CREEK RD
CHATTANOOGA, TN 37406
 Phone/Toll-Free No. 470-242-9407
 Fax No. 423-697-4597
 eMail Address marksosna@trugreenmail.com
 Contact Person's Name Mark Sosna
 Estimated Delivery _____
 Minority-Owned Business _____ Small Business _____ Veteran _____
 Minority Woman-Owned Business _____ Disabled Veteran _____
 Woman-Owned Business _____

**** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

The City is Exempt from all Federal and State Tax.
 Bids will be received at the above mentioned address.

TERMS OF PAYMENT: STANDARD
 TELEPHONE NUMBER: 470-242-9407

ALL BIDS MUST BE SIGNED - The undersigned offers the above quoted prices under the conditions contained herein.

COMPANY: TRUGREEN
 SIGNATURE: [Signature]
 NAME AND TITLE: MARK SOSNA
BUSINESS DEVELOPMENT

BID SOLICITATION



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

BID OPENING DATE AND TIME: 30-MAY-18 at 2:00 PM BID NUMBER: 305114
BUYER: PHONE #: (423) 643-7230 DELIVERY REQUIRED:

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

V E N D O R	RFQ
--	-----

M A I L T O	City of Chattanooga 101 East 11th Street, Suite G13 Chattanooga, TN 37402
--	---

Item	Class-Item	Quantity	Unit	Unit Price	Total
2	Park Turf Management and Chemical Application (See Attached Bid Sheet for Pricing)	1	Each	—	<u>27,655</u>

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

The City is Exempt from all Federal and State Tax.
Bids will be received at the above mentioned address.

TERMS OF PAYMENT: STANDARD

TELEPHONE NUMBER: 470-242-9407

ALL BIDS MUST BE SIGNED – The undersigned offers the above quoted prices under the conditions contained herein.

COMPANY: TRUGREEN

SIGNATURE: *[Signature]*

NAME AND TITLE: MARK SOSNA

BUSINESS DEVELOPMENT

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal opportunity provisions. Any failure or refusal to comply with these provisions the Contractor and/or Subcontractor shall be a breach of this contract.



(Signature of Contractor)


BUSINESS DEVELOPMENT / TRUGREEN
(Title and Name of Construction Company)

May 29, 2018

(Date)

Chapter No. 817 (HB0261/SB0377). "Iran Divestment Act" enacted.
Vendor Disclosure and Acknowledgement

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

(SIGNED) 
(PRINTED NAME) MARK SOSNA
(BUSINESS NAME) TRN GREEN
(DATE) MAY 29, 2016

For further information, please see website:

https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106,_Iran_Divestment_Act-July.pdf

No Contact/No Advocacy
Notice Receipt
City of Chattanooga
Purchasing Division

For Submission with Sealed Bid Solicitation Responses:

MARK SOSNA (Vendor Agent name), states that:

(1) He/She is the owner, partner, officer, representative, or agent of TRY GREEN

(Business name), the Submitter of the
attached sealed solicitation response to Solicitation # 305114, and said


Business has taken notice, and will abide by the following No Contact and No Advocacy clauses:

NO CONTACT POLICY: After the posting of this solicitation, a potential submitter is prohibited from directly or indirectly contacting any City of Chattanooga representative concerning the subject matter of this solicitation, unless such contact is made with the Purchasing Division.

NO ADVOCATING POLICY: To ensure the integrity of the review and evaluation process, companies and/or individuals submitting sealed solicitation responses, as well as those persons and/or companies formally/informally representing such submitters, may not directly or indirectly lobby or advocate to any City of Chattanooga representative.

Any business entity and/or individual that does not comply with the No Contact and No Advocating policies may be subject to the rejection or disqualification of its solicitation response from consideration.

Submitter Signature:



Printed Name:

MARK SOSNA

Title: BUSINESS DEVELOPMENT

Date: MAY 29, 2018

Bid Sheet

Req# 169462 / Bid# 305114

Turf Management for Parks

<u>Site</u>	<u>Price for Annual Turf Management</u>
1. Coolidge Park	\$ <u>6480</u> (6)
2. Renaissance Park	\$ <u>1950</u> (5)
3. Ross' Landing	\$ <u>5100</u> (6)
4. Chattanooga Green	\$ <u>1050</u> (6)
5. Marina and Medians	\$ <u>650</u> (5)
6. Tennessee Aquarium Plaza	\$ <u>650</u> (5)
7. First Street	\$ <u>235</u> (5)
8. Hunter Museum & Veterans Bridge Southwest End	\$ <u>650</u> (5)
9. City Hall & City Council Building	\$ <u>300</u> (5)
10. Development Resource Center	\$ <u>175</u> (5)
11. Main Terrain Art Park	\$ <u>1125</u> (5)
12. Miller Park – Estimated Completion July 2018	\$ <u>660</u> (6)
13. Champions Club Tennis Center	\$ <u>1500</u> (5)
14. Bessie Smith Hall	\$ <u>525</u> (5)
15. Phillips Park	\$ <u>365</u> (5)
16. NW Corner 4th & Georgia	\$ <u>175</u> (5)
17. Volkswagen Drive	\$ <u>2000</u> (5)
18. Hixson Youth Athletic Association Football Field	\$ <u>1565</u> (5)
19. Southside Community Park	\$ <u>2500</u> (5)

Other – Square Footage

1. Price per square foot for application (per treatment schedule)

\$ 175 / ACRE

2. Price per square foot for aerification

\$ 390 / ACRE

3. Price per square foot for seeding (High rated Turf-type Tall Fescue)

\$ 450 / ACRE

4. Price per square foot for fungicide application

\$ 265 / ACRE

5. Price per square foot for insecticide application

\$ 265 / ACRE

6. Price per square foot for supplemental fertilizer application

\$ 175 / ACRE

7. List other applications that are not listed that your company can and/or will provide and cost associated with that service:

FIRE ANT CONTROL - \$ 450 / ACRE
MOSQUITO DEFENSE - OVER 1/2 ACRE \$199 / APP.
UNDER 1/2 ACRE \$ 69 / APP.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/29/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

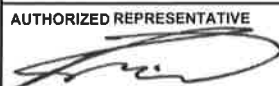
PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 8 Cadillac Drive, Suite 200 Brentwood TN 37027	CONTACT NAME: JoAnn Warpool PHONE (A/C, No, Ext): 615-377-5153 E-MAIL ADDRESS: JoAnn_Warpool@ajg.com		FAX (A/C, No): 615-263-5853
	INSURER(S) AFFORDING COVERAGE		
INSURED TruGreen Limited Partnership 1790 Kirby Parkay Forum II Tower Memphis TN 38138	INSURER A: Insurance Company of State of PA		NAIC # 19429
	INSURER B: Commerce and Industry Insurance Company		19410
	INSURER C: National Union Fire Insurance Company of Pittsburgh		19445
	INSURER D: New Hampshire Insurance Company		23841
	INSURER E: American Home Assurance Company		19380
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** 1847968975 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Pest/Herb Appl <input checked="" type="checkbox"/> \$1,000,000 Ded GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	GL4611444	1/1/2018	1/1/2019	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 3,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 20,000,000 PRODUCTS - COMP/OP AGG \$ In \$20,000,000 \$
C C C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> \$1000000 Ded	Y	Y	CA7093392 CA7093393 CA7093394	1/1/2018 1/1/2018 1/1/2018	1/1/2019 1/1/2019 1/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
D A E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		Y	WC013778995 WC013778989 WC013778994	1/1/2018 1/1/2018 1/1/2018	1/1/2019 1/1/2019 1/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
If required by written contract per forms listed, Certificate Holder is included as an Additional Insured under the General Liability per form CG2010 04/13 and CG2037 04/13 and Automobile Liability policies CA7093392-87950 9/14; CA7093393 per form CA2048 2/99 and CA7093394-87950 9/14 and CA7093394 form MM9950 9/98. Waiver of Subrogation applies to the General Liability per form CG2404 5/09, Automobile Liability per form 62897 6/95 and Workers' Compensation policies per form WC000313 4/84; WC420304B 6/14-TX; WC040361 11/90-CA. The General Liability policy is primary per forms 90534 3/06 or 83644 8/12 if required by written contract, the automobile policy is primary per form #74445 10/99 if required by written contract. General Liability Coverage has Pesticide or Herbicide Applicator Endorsement 30 day notice of cancellation applies per these forms: Auto-#CA7093392 -form #10-7414 3/11; #CA7093393-form107414 3/11; General Liability Form #107414 3/11; Workers Comp-Policy#WC013778995-form #99056 4/11; Policy#WC013778996-form #99056 4/11; Policy#WC013778990-form #99056 4/11; Policy#WC013778994-form #99056 4/11; Policy#WC013778989-form #99056 4/11 All Workers Compensation policies have \$1,000,000 Deductible

CERTIFICATE HOLDER City of Chattanooga City Hall 100 E 11th Street Suite G13 Chattanooga TN 37402 United States	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ADDITIONAL REMARKS SCHEDULE

AGENCY Arthur J. Gallagher & co.	NAMED INSURED TruGreen Limited Partnership
POLICY NUMBER see certificate	EFFECTIVE DATE: 01/01/2018
CARRIER see certificate	

ADDITIONAL REMARKS
 THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC#
INSURER	
INSURER	
INSURER	
INSURER	

ADDITIONAL POLICIES If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSA LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
C	WORKERS COMPENSATION	N/A		WC013778996 IL, KY, NC, NH, UT, VT SIR applies per policy ter	01/01/2018 ms & conditions	01/01/2019	
C	WORKERS COMPENSATION	N/A		WC013778990 GA, VA SIR applies per policy ter	01/01/2018 ms & conditions	01/01/2019	
C	WORKERS COMPENSATION	N/A		WC013778997 NJ, PA SIR applies per policy ter	01/01/2018 ms & conditions	01/01/2019	
C	WORKERS COMPENSATION	N/A		WC013778991 FL SIR applies per policy ter	01/01/2018 ms & conditions	01/01/2019	
C	WORKERS COMPENSATION	N/A		WC013778993 ND, OH, WA, WI, WY SIR applies per policy ter	01/01/2018 ms & conditions	01/01/2019	
C	WORKERS COMPENSATION	N/A		WC013778992 ME SIR applies per policy ter	01/01/2018 ms & conditions	01/01/2019	



ADDITIONAL REMARKS SCHEDULE

Page of

AGENCY Arthur J. Gallagher & co.	NAMED INSURED TruGreen Limited Partnership
POLICY NUMBER see certificate	
CARRIER see certificate	INAC CODE EFFECTIVE DATE: 01/01/2018

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Additional Description of Operations / Locations / Vehicles:

Additional Information

*The Named Insured includes (but is not limited to):

- TruGreen Holding corporation
- TruGreen, Inc.
- TruGreen companies LLC
- TruGreen Limited Partnership

EG Systems, LLC
d/b/a Scotts Lawn Service
d/b/a Action Pest Control
d/b/a Ortho Pest Control

Outdoor Home Services, Inc.

ADDENDUM NO: 1

REQ NO: 169462

FINAL SUBMITTAL: May 30, 2018 2:00 PM EST
FINAL QUESTIONS: May 24, 2018 2:00 PM EST

Department: Park Division, Public Works

Changes to Bid No. 305114:

The Pre-Bid Conference changed to May 22, 2018 at 10:00 AM EST.

The location will be at the Purchasing Conference Room, 101 East 11th Street, Suite G13. Chattanooga, TN 37402 in City Hall, Basement Floor.

Req No: 169462 Turf Management for Parks

PLEASE SIGN ONE (1) COPY OF ADDENDUM AND RETURN TO THE PURCHASING DEPARTMENT. RETAIN THE OTHER COPY FOR YOUR FILES.

Name:

Mark McKeel

Company:

TURF GREEN #5950

CHATTANOOGA, TN

CITY OF CHATTANOOGA
PURCHASING DEPARTMENT
Mark McKeel
City Hall Suite G13
CHATTANOOGA, TN 37402
TELE: (423) 643-7236
FAX: (423) 643-7244

ADDENDUM NO: 2

REQ NO: 169462

FINAL SUBMITTAL: May 30, 2018 2:00 PM EST

FINAL QUESTIONS: May 24, 2018 2:00 PM EST


Department: Park Division, Public Works

Changes to Bid No. 305114:

Site Visit will be conducted by Don Lewis of Parks Division on May 24, 2018 at 2:00 PM. The site visit will start at Coolidge Park.

Req No: 169462 Turf Management for Parks

PLEASE SIGN ONE (1) COPY OF ADDENDUM AND RETURN TO THE PURCHASING DEPARTMENT. RETAIN THE OTHER COPY FOR YOUR FILES.

Name: 

Company: TRU GREEN # 595D

CHATTANOOGA, TN

**CITY OF CHATTANOOGA
PURCHASING DEPARTMENT
Mark McKeel
City Hall Suite G13
CHATTANOOGA, TN 37402
TELE: (423) 643-7236
FAX: (423) 643-7244**

ADDENDUM NO: 3

REQ NO: 169462

FINAL SUBMITTAL: May 30, 2018 2:00 PM EST

FINAL QUESTIONS: May 24, 2018 2:00 PM EST

Department: Park Division, Public Works

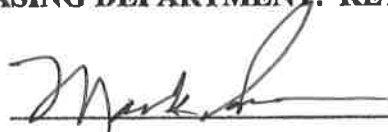
Changes to Bid No. 305114:

Attached you will find the updated map for Renaissance Park Turf Treatment areas.

Req No: 169462 Turf Management for Parks

PLEASE SIGN ONE (1) COPY OF ADDENDUM AND RETURN TO THE PURCHASING DEPARTMENT. RETAIN THE OTHER COPY FOR YOUR FILES.

Name:



Company:

TRUGREEN #5950

CHATTANOOGA, TN

**CITY OF CHATTANOOGA
PURCHASING DEPARTMENT
Mark McKeel
City Hall Suite G13
CHATTANOOGA, TN 37402
TELE: (423) 643-7236
FAX: (423) 643-7244**



City of Chattanooga

Mayor Andy Berke

June 13, 2018

Mr. Justin Holland
Administrator, Public Works Department
Fleet Management Division
1250 Market Street, Suite 2100
Chattanooga, TN 37402

Subject: 169443 / 305113 – Janitorial Services – Fleet Management Division – Public Works Department

Dear Mr. Holland:

Council approval is recommended to issue a blanket contract for Janitorial Services, Fleet Management Division, Public Works Department. The contract will be for twelve (12) months with the option to renew for two (2) additional twelve (12) month terms. The estimated annual expenditure for this contract is \$31,000.

The invitation to bid was sent to eleven (11) vendors as well as formally advertised. Bids were received from five (5) vendors shown below. Bids are retained on file in the Purchasing Office for your review upon request.

Vendors

Metro Janitorial Services, Inc
Certified Maintenance Service, Inc
Intelysis Consultants LLC

Ajax Commercial Cleaning, Inc
AIM Cleaning Services

Page 2

Janitorial Services – Fleet Management (All Locations)

I recommend awarding the blanket contract for Janitorial Services at Fleet Management (All Locations) to Metro Janitorial Services, Inc, 8115 Snow Hill Road, Ooltewah, TN 37363, as the best complete bid meeting specifications for the City of Chattanooga. Ajax Commercial Cleaning Inc did not bid lines 4, 5 and 6, and could not be evaluated properly. Therefore, Fleet Management Division recommends awarding this contract to Metro Janitorial Services, Inc, who offers the best value bid which meets the specifications for the City of Chattanooga.

Respectfully yours,



**Bonnie Woodward
Director of Purchasing**

BW/mlm

Attachments

**Bid Tabulation - Bid No. 305113 / Req No. 169443
Janitorial Services - Fleet Management**

Item #	Description	Intelysis Consultants LLC			AJAX Commercial Cleaning Inc			Certified Maintenance Service, Inc (CMS, Inc)			AIM Cleaning Services			Metro Janitorial Services, Inc		
		Unit Price	Qty	Extended Price	Unit Price	Qty	Extended Price	Unit Price	Qty	Extended Price	Unit Price	Qty	Extended Price	Unit Price	Qty	Extended Price
1	Janitorial Services - 12th Street Garage	\$ 1,254.00	12	\$ 15,048.00	\$ 1,900.00	12	\$ 22,800.00	\$ 845.00	12	\$ 10,140.00	\$ 1,080.00	12	\$ 12,960.00	\$ 750.00	12	\$ 9,000.00
2	Janitorial Services - 12th Street Fueling Station	\$ 712.00	12	\$ 8,544.00	\$ 200.00	12	\$ 2,400.00	\$ 845.00	12	\$ 10,140.00	\$ 360.00	12	\$ 4,320.00	\$ 150.00	12	\$ 1,800.00
3	Janitorial Services - Amnicola Garage	\$ 1,425.00	12	\$ 17,100.00	\$ 400.00	12	\$ 4,800.00	\$ 964.00	12	\$ 11,808.00	\$ 1,440.00	12	\$ 17,280.00	\$ 700.00	12	\$ 8,400.00
4	Hourly Rate for Special Cleaning Projects	\$ 42.00	1	\$ 42.00	No Bid	1	\$ 28.00	\$ 28.00	1	\$ 28.00	No Bid	1	\$ 28.00	\$ 12.99	1	\$ 12.99
5	Annual Vinyl Floor Services for Amnicola Garage to include Breakroom, Bathrooms & All Offices	\$ 1,425.00	12	\$ 17,100.00	No Bid	1	\$ 11,940.00	\$ 995.00	12	\$ 11,940.00	No Bid	1	\$ 720.00	\$ 400.00	12	\$ 4,800.00
6	Annual Vinyl Floor Services for 12th Street Garage to include Breakroom, Bathrooms & All Offices	\$ 1,254.00	12	\$ 15,048.00	No Bid	1	\$ 11,940.00	\$ 995.00	12	\$ 11,940.00	No Bid	1	\$ 720.00	\$ 500.00	12	\$ 6,000.00
7	Bid for Initial Cleaning	N/A	1	\$ 72,682.00	N/A	1	\$ 30,000.00	N/A	1	\$ 55,995.00	\$ 720.00	1	\$ 720.00	N/A	1	\$ 3,000.00
TOTAL																
Contact:		Bill Pleich			Gary Mulvaney			Guy T. Harris			Rick Clay			Sue Stinnett		
Location:		484 Woods Bridge Road Commerce, GA 30520 net 30			585 Ashbury Cove Cordova, TN 38133			1504 Merrill Street Chattanooga, TN 37412 net 30			P.O. Box 81105 Chattanooga, TN 37414 Bi-weekly			8115 Snowhill Road Ooltewah, TN 37363 net 30		
Pymt Terms:		Walk Through			Walk Through			No Walk Through			Walk Through			Walk Through		

**Certified Maintenance Service,
Inc. (CMS, Inc.)
1504 Merrill Street
Chattanooga, TN 37412**

**Metro Janitorial Services Inc.
8115 Snowhill Road
Ooltewah, TN 37363**

**Cleaning Solutions, LLC
5600 Brained Road, Suite W-6
Eastgate Town Center
Chattanooga, TN 37411**

**Tribond, LLC
1629 Clay Road SW
Mableton, GA 30126**

**Single Moms Cleaning Services
LLC
4804 Waverly Court
Ooltewah, TN 37363**

**Six Ways Janitorial Service
5811 Lee Hwy, Suite 416
Chattanooga, TN 37421**

**Ajax Commercial Cleaning Inc
585 Ashbury Avenue
Cordova, TN 38018**

**Reliable Building Solutions
6232 Airpark Drive
Chattanooga, TN 37421**

**Believable Building Solutions
4159 Ringgold Road #207
Chattanooga, TN 37412**

**Ten Temps
312 McBrien Road, Apt 5107
Chattanooga, TN 37411**

**T.A.S.K.-J Inc
P.O. Box 25577
Chattanooga, TN 37422**

Metro Janitorial Services, INC.

LICENSED. INSURED. BONDED

P.O. Box 11183 Chattanooga, TN 374018115 Snow hill Rd. Ooltewah, TN 37363

Tel: 423.910.0553 Fax: 423.939. 9358

Email: chatmetro@gmail.com

COMPLETE JANITORIAL SERVICES PROPOSAL

Prepared for:

Mark McKeel

City of Chattanooga

Fleet Management Division, Public Works

Metro Janitorial Services, Inc
Bonded. Licensed. Insured.
P.O. Box 11183 Chattanooga, TN 37401
Tel: 423. 505.5665 Fax. 423. 650. 4201
chatmetro@gmail.com

City of Chattanooga
Fleet Management Division
101 East 11th Street, Suite G13
Chattanooga, TN 37402

Metro Janitorial Services, Inc. has had the privilege to serve Chattanooga, Tennessee businesses for 31 years. Since 1985, we have serviced facilities with excellence and reliability. We feel that these qualities are essential for the success of your business as well as ours. With Metro Janitorial Services, Inc., you can be assured that the cleanliness of your facility will meet the demands of your clients and employees as well as provide an environment that is both sanitary and work friendly.

Metro Janitorial Services, Inc. is insured, licensed and bonded. We have an excellent quality control program with highly trained employees and advanced equipment. We have a minimum of twenty-two staff on hand with 24 hour service available. Our staff are carefully trained to provide quality and safe cleaning services for our customers.

Our contracts do not include any hidden charges. Services will be tailored to your needs and requirements. We appreciate your time and look forward to working with you.



5/30/18

Reference

1. Chattanooga Police Department
3300 Amnicola Hwy
Chattanooga, TN
Randy Bell
Tel: 423.421.5345

2. Bayside Baptist Church
6100 Highway 58
Harrison, TN 37341
Contact : Jack Bush
Tel: 423.344.8327

3. Brightbridge, Inc
Dianne Sullivan
423.424.4262
535 Chestnut Street
Chattanooga, TN 37402

4. Daltille
4619 Resource, Drive
Chattanooga, TN 37416
Contact: Hank Lux
Tel: 423 892-0605

5. City of Athens
815 Jackson St
Athen, TN 37303
Matthew Marshall
Tel: 423 744- 2702

6. James Brown Trucking, Co
423. 238.4780
8912 Transport Lane
Ooltewah, TN 37363

7. Try Cycle
Contact: Virginia Patton
Tel: 1. 800. 808.4809
1293 Riverfront Parkway
Chattanooga, TN 37402

ADDENDUM NO: 1

REQ NO: 169443

FINAL SUBMITTAL: May 31, 2018 2:00 PM EST

FINAL QUESTIONS: May 18, 2018 2:00 PM EST

Department: Fleet Management

Changes to Bid No. 305113:

Business Hours for Janitorial Services Fleet Management:

Amnicola: Must be between 7:00 AM and 3:30 PM

12th Street Fueling Station: 7:00 AM and 11:00 PM

12th Street Garage: Must be between 7:00 AM and 11:00 PM

Need the price for the following:

Hourly Rate for Special Cleaning Projects

\$ 12.99

**Annual Vinyl Floor Services for Amnicola Garage to Include Breakroom,
Bathrooms & all Offices**

\$ 400⁰⁰

**Annual Vinyl Floor Services for 12th Street Garage to Include Breakroom,
Bathrooms & all Offices**

\$ 500⁰⁰

Req No: 169443 Janitorial Services – Fleet Management (All Locations)

PLEASE SIGN ONE (1) COPY OF ADDENDUM AND RETURN TO THE PURCHASING DEPARTMENT. RETAIN THE OTHER COPY FOR YOUR FILES.

Name: Seungwoo Lee

Company: Metu Janitorial S. Inc

**CITY OF CHATTANOOGA
PURCHASING DEPARTMENT
Mark McKeel
City Hall Suite G13
CHATTANOOGA, TN 37402
TELE: (423) 643-7236
FAX: (423) 643-7244**

**PURCHASING DEPARTMENT
101 EAST 11TH STREET
CITY HALL
SUITE G13
CHATTANOOGA, TENNESSEE
37402**

Request for Bid (RFB) for the City of Chattanooga, Tennessee

*Proposals will be received at 101 East 11th Street, Suite G13,
Chattanooga, TN 37402 until 2:00 P.M., EST. on May 31, 2018*

Requisition / Bid No.: R169443 / 305113
Ordering Dept.: Fleet Management Division, Public Works
Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov

Items Being Purchased: Janitorial Services – Fleet Management

*****REQUEST FOR BIDS MUST BE RECEIVED*****
2:00 P.M., EST on May 31, 2018

*****PRE-BID CONFERENCE WILL BE CONDUCTED*****
11:00 A.M., EST on May 16, 2018

The City of Chattanooga reserves the right to reject any and/or all proposals, waive any informality in the proposals received, and to accept any proposal which in its opinion may be for the best interest of the City.

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color or national origin.

The City's Standard Terms and Conditions may be found on website:
<http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>

Note: ALL BIDS MUST BE SIGNED
All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Company Name: Metro Janitorial Services, Inc
Mailing Address: P.O. Box 11183
City & Zip Code: Chattanooga, TN 37401
Phone/Toll Free No.: 423-910-0553
Fax No.: 423-939-9358
E-Mail Address: ChattMetro@gmail.com

Contact Person: Sue Stinnett
Company Title: Office Manager
Signature: Sue Stinnett



City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

BID OPENING DATE AND TIME:
 31-MAY-18 at 2:00 PM
BID NUMBER: 305113

SEALED BIDS
 Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER:
PHONE #: (423) 643-7230
DELIVERY REQUIRED:

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M City of Chattanooga
A 101 East 11th Street, Suite G13
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Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 169443 / 305113 Ordering Dept.: Fleet Management Division, Public Works Buyer: Mark McKeel Phone No.: 43-643-7236 Items Being Purchased: Janitorial Services for Fleet Management 1. 12th Street Garage 2. 12th Street Fueling Station 3. Amnicols Garage ATTACHMENTS: 1. Specification (22 pages) 2. Affirmative Action Plan (2 pages) 3. Insurance Requirements (page 2 of specs) 4. Iran Divestment Act Disclosure (1 page) 5. No Contact / No Advocacy Notice (1 page) City of Chattanooga (COC) Terms and Conditions posted on Website http://www.chattanooga.gov/purchasing/standard-terms-and-conditions If you can't download call buyer for a copy. This Shall Be A Twelve (12) Blanket Contract To Supply Provide Janitorial Service at Fleet Management Locations at 12th Street Garage, 12th Street Fueling Station and Amnicola Garage. The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Month Terms Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation Of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein. **** Vendor Shall Hold Prices Firm for First (1st) Year of Contract **** Price Escalation Clause: If as a result of a general change in prices or discounts, the Contractor has changed prices to all of its customers, the price under this contract may be adjusted accordingly. Contractor may be requested to show proof of alleged price changes prior to approval of any price adjustments. QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT. *** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON MAY 31, 2018 *** NOTE: ALL BIDS MUST BE SIGNED All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated					



City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

BID OPENING DATE AND TIME:

31-MAY-18 at 2:00 PM

BID NUMBER: 305113

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER:

PHONE #: (423) 643-7230
DELIVERY REQUIRED:

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M City of Chattanooga
 A 101 East 11th Street, Suite G13
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Item	Class-Item	Quantity	Unit	Unit Price	Total
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Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.

The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.

**** NOTE ****

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:

Company Name Metro Sanitorial Services Inc

Address 8115 Spawhill Rd

Cohewan, TN 37363

Phone/Toll-Free No. 423.910.0553

Fax No. 423.939.9358

eMail Address ChattMetro@gmail.com

Contact Person's Name Sue Srinnet

Estimated Delivery 14 day

Minority-Owned Business Small Business Veteran

Minority Woman-Owned Business Disabled Veteran

Woman-Owned Business

**** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

The City is Exempt from all Federal and State Tax.
 Bids will be received at the above mentioned address.

TERMS OF PAYMENT: 30 days

TELEPHONE NUMBER: 423.910.0553

ALL BIDS MUST BE SIGNED – The undersigned offers the above quoted prices under the conditions contained herein.

COMPANY: Metro Sanitorial Services, Inc

SIGNATURE: Seungwoo Shin

NAME AND TITLE: Seungwoo Shin president



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

BID OPENING DATE AND TIME:

31-MAY-18 at 2:00 PM

BID NUMBER: 305113

BUYER:

PHONE #: (423) 643-7230

DELIVERY REQUIRED:

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

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City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Bid-Janitorial Services for 12th St Garage (see diagram & as per specifications)	12	Month	\$ 750 ⁰⁰	\$ 9,000 ⁰⁰
2	Bid-Janitorial Services for 12th St Garage Fueling Station (see diagram & as per specifications)	12	Month	\$ 150 ⁰⁰	\$ 1,800 ⁰⁰
3	Bid-Janitorial Services for Amnicola Garage (see diagram & as per specifications)	12	Month	\$ 700 ⁰⁰	\$ 8,400 ⁰⁰

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

The City is Exempt from all Federal and State Tax.
Bids will be received at the above mentioned address.

TERMS OF PAYMENT: 30 days
TELEPHONE NUMBER: (423) 916-0553

ALL BIDS MUST BE SIGNED – The undersigned offers the above quoted prices under the conditions contained herein.

COMPANY: Metro Janitorial S. Inc
SIGNATURE: Augusta Shin
NAME AND TITLE: General Manager

**SPECIFICATIONS
FOR
CUSTODIAL SERVICES
FLEET MAINTENANCE GARAGE I & II
(4/16/18)**

1.0 GENERAL

1.1 Scope of Work

- A. The Scope of Work covered by these specifications includes the supply and delivery of custodial or janitorial services as described herein. Work shall include all labor, equipment, cleaning materials, and expendable materials necessary to perform and complete the work. The work described shall be performed at the Fleet Maintenance I Garage at 1005 E 12th Street, Chattanooga TN 37403 and Fleet Maintenance II Garage at 3102 Elmendorf Circle, Chattanooga TN 37406.
- B. The work shall be performed in the following areas at each location:
1. Fleet Maintenance I Garage
 2. Fleet Maintenance II Garage
- C. Pre-bid meeting will be held Wednesday, May 16, 2018 at 11:00 a.m. in the Purchasing Conference Room at the City of Chattanooga
- Inspection of buildings must be performed prior to submitting bid. Inspections are by appointment only and can be made by contacting the Deputy Director at (423) 643-5191. Bids submitted without this inspection will not be accepted.**
- D. General conditions and instructions to bidders:

The Vendor shall comply with the Terms and Conditions posted on website <http://chattanooga.gov/purchasing/standard-terms-and-conditions> that has been made a part of this solicitation.

1.2 Description of Work Activities

- A. Work Activities shall include, but not be limited to, the following:
1. Cleaning activities, such as dusting, wiping, scrubbing, washing, polishing, policing, finishing, etc.
 2. Floor maintenance activities, such as stripping, waxing, buffing, sealing, vacuuming, sweeping, mopping, etc.
 3. Servicing activities, such as distributing expendable supplies such as toilet paper, soap, paper towels, plastic can liners, and collecting and disposal of trash and recyclables, etc.
- B. Areas to be serviced include, but are not limited to, the following:
1. Offices, meeting rooms, and reception areas
 2. Restrooms and locker rooms
 3. Break rooms and kitchen areas
 4. Hallways, stairwells, adjacent landings, canopies, and sidewalks
 5. Windows (glass and Plexiglas) and sills (wood, marble, etc.)
 6. Doors and jams (steel, fiberglass, glass, and wood)

7. Floors (carpet, vinyl tile, concrete, ceramic tile, painted concrete, resilient tile, seamless covering, etc.)
8. Walls (painted block and sheetrock, vinyl wall covering, wood paneling, etc.)

Note: The areas to be serviced are employee high use areas. Shop and production areas of the plant are not included unless specifically identified in the specifications.

1.3 Experience and Qualifications

- A. The Custodial Contractor shall be licensed and bonded to perform the work described herein.
- B. The Custodial Contractor shall have a minimum of two (2) years' experience performing the services described herein. Contractor shall provide a minimum listing of eight (8) recent customer references of similar size and where the type of work to be provided under these specifications has been performed. Included in the eight (8) references shall be three (3) government references of similar size and type of work.

1.4 Insurance Requirements

- A. The Custodial Contractor shall be insured and bonded to the following limits:

1. Property Damage and Liability	\$2,000,000
2. Employee Dishonesty Bond	\$25,000 / Employee
3. Workman's Compensation	Statutory

- B. The Custodial Contractor shall provide proof of insurance requirements at the time of the Bid.

1.5 Length of Contract

The length of contract shall be for one (1) year after issuance of Purchase Order by the City with the City's option to renew for two (2) additional one (1) year terms at the same cost.

1.6 Termination of Contract

The City may terminate the Contract by providing thirty (30) days written notice to the Custodial Contractor.

1.7 Evaluation of Bids

The Custodial Contractor shall complete and submit at the time of the bid the attached Bid Form as well as all other formal submittals and forms required by the Purchasing Department of the City of Chattanooga. All other submittals required by this specification shall be submitted at the time of the bid. Failure to properly complete the Bid form and include the required submittals will result in disqualification of the bidder. The Bid will be awarded to the qualified bidder with the lowest price based on the completed Bid Form.

2.0 SERVICES

2.1 General

A. Buildings and Areas of Work

The buildings to be covered under these specifications are listed and shown on the figure in **Appendix A**. The estimated areas are presented as an overview of the proposed work. **Each bidder is responsible for calculating the square footage of all areas covered by the scope of work.**

B. Frequency of Services

The services specified herein are to be furnished at varying frequencies depending on the services to be provided. These frequencies of services include daily, weekly, monthly, quarterly, semi-annually, and annually. The services and the frequency of performance of these services in the various buildings are summarized in **Appendix B**.

C. Work Schedule

Fleet Maintenance Garage I has two (2) shifts. The first shift's normal working hours are from 7:00 a.m. to 3:30 p.m. Monday through Friday and the second shift's working hours are from 3:00 p.m. to 11:00 p.m. Fleet Maintenance Garage II normal working hours are from 7:00 a.m. to 3:30 p.m. The Custodial Contractor will perform the services during normal business hours for both garages. The Custodial Contractor shall provide the City with a mutually agreeable schedule when the services are to be performed.

The City observes nine (9) holidays per year. These include:

1. New Year's Day
2. Martin Luther King's Birthday
3. Good Friday
4. Memorial Day
5. July 4th
6. Labor Day
7. Thanksgiving Day
8. Friday after Thanksgiving Day
9. Christmas Day

The Custodial Contractor will not be expected to provide services on these days, but it will be necessary to leave adequate soap, paper, and plastic goods for City employees working during the holidays.

D. Supervision

The Custodial Contractor shall be responsible for the direct supervision of its personnel through an assigned Supervisor. The Supervisor will be available at reasonable times to report and confer with the Deputy Director or his/her designees with regard to the quality and quantity of work being performed, any problems or potential problems, changes in scheduling, or changes in the scope of work. The Custodial Contractor shall provide resumes of all supplied personnel including supervisors, management and administration support personnel, and custodial workers upon request by the City. All personnel shall be subject to interviews by the City upon request. All personnel working on site must be able to speak English.

E. Joint Inspections

The Custodial Contractor's Supervisor or his/her designee and the Deputy Director or his/her designee will conduct joint inspections of the building and fixtures covered by these specification at any time during the duration of the contract.

The purpose of these inspections will be to evaluate the quality and quantity of services, address any problems or potential problems changes in scheduling, and changes in scope of work. Date and time of inspections will be mutually agreeable to both parties.

The Custodial Contractor will correct deficiencies in the quality or quantity of work to the satisfaction of the City within forty-eight (48) hours. **Failure to correct deficiencies or problems of a repetitive nature shall be reason to cancel the contract.**

F. Documentation

The Custodial Contractor shall be required to document any services provided by log or ticket indicating the date of service and time-in and time-out. The Custodial Contractor shall also give written comment of any building repair(s) or other conditions in need of corrective action to facilitate proper custodial service. The Custodial Contractor shall furnish a copy of the service documentation to the Maintenance Manager.

G. Conduct of the Custodial Contractor's Employees

The custodial services to be provided hereunder shall be performed by qualified, careful, and efficient employees in strict conformity with the best practices and highest applicable standards. The Custodial Contractor will, upon request of the City, remove from services hereunder any of its employees who, in the opinion of the City, are guilty of improper conduct or are not qualified to perform the work assigned to them. The sole judge as to what constitutes improper conduct rests with the City.

H. Security and Key Control

1. Security

The Custodial Contractor shall:

- a. Perform state background checks and drug screenings of each employee prior to assigning such person to the City's premises for work and provide documentation to the City.
- b. Provide appropriate uniform shirts and identification badges for all employees as well as having their service vehicle appropriately marked.
- c. Record the names, dates, times of arrival, and departure of each employee.
- d. Assure that no unlocked building is left unattended.
- e. Be responsible for and make available for questioning any of its employees suspected of wrongdoing.

2. Key Control

No keys are needed since work will be performed during normal business hours.

I. Damages and Losses

1. Any loss or damage to property in the building or to the building caused by the Custodial Contractor or its employees shall be promptly repaired or replaced to the satisfaction of the City at the expense of the Custodial Contractor.
2. The Custodial Contractor shall repair or replace lost or damaged property within forty-eight (48) hours. Failure to do so conveys the undisputed authority to the City to call an independent contractor to repair or replace the lost or damage property. Also the City will withhold the total sum of the repair or replacement from payment on the next billing period.
3. City will provide an invoice, as proof of having incurred a financial obligation pursuant to this paragraph, to the Custodial Contractor. The Custodial Contractor agrees to accept verbal notice by City with respect to lost or damaged property and further agrees that the 48-hour limitation will commence at the time and date of verbal notification.

J. Utilities and Storage Areas

1. Storage

The City will provide reasonable and lockable storage areas for the Custodial Contractor in most of the assigned buildings for storage of cleaning supplies and equipment so as to make services efficient in all assigned buildings.

2. Utilities

The City will provide reasonable access to electric power, water, lighting, and heating and air conditioning.

K. Custodial Equipment and Supplies

1. Supplies provided by the City

The City will furnish and stock the following expendable supplies: toilet tissue, hand towels, bar soap, liquid hand soap, and plastic can liners. These supplies will be available at each facility.

The Custodial Contractor will be responsible for placing written orders for these supplies as needed and for signing them out of the facility's storeroom. The City and the Custodial Contractor will mutually agree upon the formal procedure for this activity.

2. Supplies provided by the Custodial Contractor

The Custodial Contractor shall be responsible for providing all other cleaning supplies and chemicals necessary to perform the work included in the specifications. The Custodial Contractor shall be responsible for training its employees about the proper use of these supplies and chemicals.

3. Equipment

The Custodial Contractor shall be responsible for furnishing all power equipment, manual equipment, cleaning tools and utensils, cloths, and other such equipment necessary to efficiently perform the services outlined in these specifications.

L. Trash and Recyclables Disposal

The Custodial Contractor shall place all trash collected in designated trash containers in the assigned buildings in outside dumpsters provided by the City nearby each building. It is the responsibility of the City to arrange for outside dumpsters to be emptied.

The Custodial Contractor shall be responsible for the disposal of boxes and other similar bulky trash items that have been clearly marked as "TRASH" by the City. These items will also be placed in the designated outside containers. It is understood unless these items have been properly marked or the Custodial Contractor properly notified about the items that they would not be removed.

M. Special Cleaning Services

The City may request special cleaning service for various extra functions held at the facility. The Custodial Contractor will be notified at least one week in advance. The rate to be charged for each special cleaning will be determined on a case-by-case basis.

2.2 Custodial Maintenance Standards

A. General

1. Moving Furniture etc.

The Custodial Contractor will not be responsible for moving heavy items such as desks, book cases, loaded tables, file cabinets, etc. or files, magazines, papers, boxes, etc. stacked on the floor to provide the custodial services described herein. However, the Custodial Contractor is expected to move chairs, conference tables, and kitchen and folding tables, chair mats, trash cans, recycle containers, plants and plant stands, etc.

2. Cleaning Equipment, Cleaning Supplies, and Care of Equipment

Cleaning equipment, cleaning supplies and chemicals used for performing the types of cleaning services described herein shall be similar to those typically used throughout the industry.

The Custodial Contractor is responsible for cleaning, disinfecting, and drying his cleaning equipment to prevent souring of equipment and minimize odors.

3. Scheduling

The Custodial Contractor shall schedule major custodial services (such as floor care) for Fridays' to provide for adequate drying time. The Custodial Contractor shall provide at least seven (7) days' notice prior to performing these services.

B. Floor Care

1. Carpets and Rug Care

a. Vacuuming

Carpets or rugs shall be clean and free from dust balls, dirt, gum, grease, tar, and other debris. The Custodial Contractor shall use appropriately sized and compatible vacuuming equipment. The finished area shall have a uniform appearance.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on carpets or rugs shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. The finished area shall have a uniform appearance.

c. Steam (Hot Water Extraction) Cleaning

Carpets and rugs shall be spot cleaned with appropriate and compatible cleaners prior to being cleaned by steam cleaning (hot water extraction). The carpets and rugs shall be cleaned with appropriate and compatible cleaners and using truck mounted steam (hot water extraction) equipment. Any excess moisture and cleaners left after cleaning shall be removed using a wet/ dry vacuum system. Baseboards, corners, and, thresholds shall be wiped to remove excess moisture or cleaners. The finished area shall have a uniform appearance.

2. Vinyl Tile, Vinyl, Ceramic Tile, Stone or Slate Tile, Painted Concrete or Concrete, and Applied Flooring

a. Sweeping and Dust Mopping

All dirt, mud, grime, crusted material, debris, gum, grease, tar, trash, etc. shall be removed from floors by sweeping or dust mopping using appropriate equipment. All corners, thresholds, and baseboards shall be clean of such material. Floors shall have no skipped areas. The finished area shall have a uniform luster.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on vinyl tile, vinyl, concrete, and applied floorings shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. Floors shall have no skipped areas. The finished area shall have a uniform luster.

c. Wet (Chemical) Mopping

Floors shall be appropriately swept and dust mopped prior to wet mopping. Floors shall be wet mopped using appropriate disinfectant chemical cleaners followed by damp mopping with water to remove any residue cleaners. Floors shall be free of streaks, mop strand marks, and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of splashing and marking from the equipment. The finished area shall have a uniform luster.

d. Damp Mopping

Floors shall be appropriately swept or dust mopped prior to damp mopping. Floors shall be damp mopped using clean water mixed with appropriate and compatible mopping solution. Floors shall be free of streaks, mop strand marks, and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of splashing and marking from the equipment. The finished area shall have a uniform luster.

e. Spray and Buffing (Vinyl Tile, and Other Vinyl, Flooring Only)

Floors shall be dust mopped and damp mopped prior to spray and buffing. Floors shall be sprayed or misted using appropriate and compatible chemical spray solution followed by buffing using mechanical buffing machine and appropriate buffing pad (hog hair). Floors shall be free of streaks, mop strand marks, and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of splashing and marking from the equipment. The finished area shall have a uniform luster.

f. Machine (Top) Scrubbing

Floors shall be dust mopped and damp mopped prior to machine scrubbing. Floors shall be sprayed or misted using clean water and chemical mopping solution followed by buffing using mechanical buffing machine and appropriate buffing pad (green scrubbing pad). Floors shall be free of streaks, mop strand marks, and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of splashing and marking from the equipment. The finish area shall have a uniform luster.

g. Stripping (Vinyl Tile, and Other Vinyl, Flooring Only)

Floors shall be dust mopped and damp mopped prior to stripping. All old applied finishes or waxes shall be removed by applying appropriate and compatible chemical stripping agents followed by buffing or scrubbing with buffing machine and appropriate buffing pad. All corners, baseboards, thresholds, and crevices shall be cleaned of any finish or wax buildup by hand as required. Floors shall be free of streaks and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of splashing and marking from the equipment. The stripped area shall have a clean uniform appearance.

h. Waxing (Vinyl Tile, and Other Vinyl, Flooring Only)

Floors shall be stripped of any finish or wax prior to application of new wax. Floors requiring waxing in high use areas such as hallways, kitchens, break rooms, locker rooms, manned control rooms, restrooms, etc. shall have six (6) coats of wax. Floors requiring waxing in low use areas such as single person offices, conference rooms, storage areas, etc. shall have four (4) coats of wax. Wax products that minimize slips and falls shall be used. Wax shall be applied in sufficient amounts to ensure full coverage of the floor areas with proper application equipment or tools.

There shall be a drying time of 30 (thirty) to 45 (forty-five) minutes between coats to ensure proper drying. Time may be extended or shortened depending on temperature. After final wax coat is applied, wax will be allowed to cure for 24 (twenty-four) to 48 (forty-eight) hours. After the appropriate curing time, the newly waxed floor shall be buffed with a buffing machine using an appropriate and compatible buffing pad (hog hair or other).

Floors shall be free of marks, streaks, and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of splashing and marking from the equipment. The finished floor area shall have a uniform luster.

C. Wall and Door Care

1. All Walls (sheet rock, concrete, concrete block, vinyl wall covering, wood paneling, etc.)

a. General Cleaning

All walls shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. The finished wall areas shall have a uniform luster and appearance.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on walls shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. Walls shall have no skipped areas. The finished area shall have a uniform luster and appearance.

c. Dusting

All walls shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. All visible dust shall be removed using appropriate and compatible cleaners and dusting equipment. There shall be no dust streaks. Corners, crevices, molding and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting equipment. The finished area shall have a uniform luster and appearance.

d. Damp Wiping

All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the wall surfaces prior to damp wiping. Walls shall be wiped down using an appropriate cleaning solution and wiping cloth or sponges. Walls shall be free of streaks, wiping marks, and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of splashing and marking from the equipment. The finished area shall have a uniform luster and appearance.

2. All Doors (wood, painted metal, metal, fiberglass, glass, etc.)

a. General Cleaning

All doors including trim, glass, hinges, knobs, locks, closer, kick plates, and thresholds shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. The finished doors shall have a uniform luster and appearance.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on doors shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. Doors shall have no skipped areas. The finished doors shall have a uniform luster and appearance.

c. Dusting

All doors shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. All visible dust shall be removed using appropriate and compatible cleaners and dusting equipment. There shall be no dust streaks. Corners, crevices, molding and ledges shall be free of all dust. There shall be no oils, spots or smudges

on dusted surfaces caused by dusting equipment. The finished doors shall have a uniform luster and appearance.

d. Damp Wiping

All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the door surfaces prior to damp wiping. Doors shall be wiped down using an appropriate cleaning solution and wiping clothes or sponges. Doors shall be free of streaks, wiping marks, and skipped areas. Walls, baseboards, corners, thresholds, and other surfaces shall be free of cleaning residue and markings from the equipment. The finished area shall have a uniform luster and appearance.

D. Window and Glass Care

1. All Windows, Door Panels, Partitions, and Mirrors (glass and fiberglass)

a. General Cleaning

All windows, door panels, partitions, and mirrors including metal, fiberglass, or wood trim, ledges, blinds, and sills shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. The finished windows, door panels, partitions, and mirrors shall have a uniform luster and appearance.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on windows, door panels, partitions, and mirrors shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. Windows, door panels, partitions, and mirrors shall have no skipped areas. Corners, crevices, molding and ledges shall be free of cleaner residue, streaks or any other kinds of marks. The finished windows, door panels, partitions, and mirrors shall have a uniform luster and appearance.

c. Dusting

All windows, door panels, partitions, and mirrors shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. All visible dust shall be removed using appropriate and compatible cleaners and dusting equipment. There shall be no dust streaks. Corners, crevices, molding and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting equipment. The finished windows, door panels, partitions, and mirrors shall have a uniform luster and appearance.

d. Damp Wiping

All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the windows, door panels, partitions, and mirrors surfaces by damp wiping. Windows, door panels, partitions, and mirrors shall be wiped down using an appropriate cleaning solution and wiping cloth, sponges, or other appropriate cleaning devices. Windows, door panels, partitions, and mirrors shall be free of streaks, wiping marks, and skipped areas. Corners, crevices, molding and ledges shall be free of cleaner residue, streaks or any other kinds of marks. The finished windows, door panels, partitions, and mirrors shall have a uniform luster and appearance.

e. Washing

All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the windows, door panels, partitions, and mirrors surfaces by washing. Windows, door panels, partitions, and mirrors shall be wiped down using appropriate cleaning solutions and wiping cloth, sponges, or other appropriate cleaning devices. Washed glass shall be clean and free of dirt, grime, streaks, and excessive moisture and shall not be cloudy. Window sashes, sill, wood work and other surroundings of interior and exterior glass shall be wiped free of drippings and other marks. The finished windows, door panels, partitions, and mirrors shall have a uniform luster and appearance.

E. Blind Care (metal, plastic, or other)

1. General

a. General Cleaning

All blinds including trim shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. The finished blinds shall have a uniform luster and appearance.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on blinds shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. Blinds shall have no skipped areas. Corners, crevices, trim, molding and ledges shall be free of cleaner residue, streaks or any other kinds of marks. The finished blinds shall have a uniform luster and appearance.

c. Dusting

All blinds shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. All visible dust shall be removed using appropriate and compatible cleaners and dusting equipment. There shall be no dust streaks. Corners, crevices, trim, molding, and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting equipment. The finished blinds shall have a uniform luster and appearance.

d. Damp Wiping

All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the blind surfaces by damp wiping. Blinds shall be wiped down using an appropriate cleaning solution and wiping cloth, sponges, or other appropriate cleaning devices. Blinds shall be free of streaks, wiping marks, and skipped areas. Corners, crevices, trim, molding, and ledges shall be free of cleaner residue, streaks or any other kinds of marks. The finished blinds shall have a uniform luster and appearance.

e. Washing

All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the blind surfaces by washing. Blinds shall be wiped down using appropriate cleaning solutions and wiping cloth, sponges, or other appropriate cleaning devices. Washed blinds shall be clean and free of dirt, grime, streaks, and excessive moisture. Window sashes, sill, woodwork and other surroundings of interior blinds shall be wiped free of

drippings and other marks. The finished blinds shall have a uniform luster and appearance.

F. Furniture Care

1. Cloth and Wood Furnishings

a. General Cleaning

All cloth and wood furnishings including desks, chairs, sofas, bookcases, computer tables, conference tables, and other similar office furnishings shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. The finished furnishings have a uniform appearance.

Note: The Custodial Contractor shall not be responsible for moving or removing any materials from any desks, chairs, bookcases, in order to perform the services outlined in this section of the specifications. The Custodial Contractor shall provide reasonable notice prior to performing these services in order to allow the City's employees to move materials so that the services can be performed.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on all cloth and wood furnishings including desks, chairs, sofas, bookcases, computer tables, conference tables, and other similar office furnishings shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. Furnishings shall have no skipped areas (see **Note** above). The finished furnishings shall have a uniform luster and appearance.

c. Dusting

All furnishings listed above shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. All visible dust shall be removed using appropriate and compatible cleaners and dusting equipment. There shall be no dust streaks. Corners, crevices, molding and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting equipment. The finished furnishings shall have a uniform luster and appearance.

d. Polishing

All dirt, dust, stains, spots, streaks, and smudges shall be removed from the furnishings prior to polishing applicable hard surface furnishings listed above. Furnishings shall be wiped and polished using an appropriate cleaning and polishing solution and wiping clothes or sponges. Furnishings shall be free of streaks, wiping marks, and skipped areas (see **Note** above). The finished areas shall have a uniform luster and appearance.

e. Vacuuming

Cloth type furnishings shall be vacuumed to remove dust balls, dirt, and other similar materials using appropriately sized and compatible vacuuming equipment. The finished area shall have a uniform luster and appearance.

2. Vinyl, Plastic, and Metal Furnishings

a. General Cleaning

All vinyl, plastic, and metal furnishings including desks, chairs, bookcases, file cabinets, computer tables, conference tables, break room tables and chairs, counter tops and other similar type furnishings shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. The finished furnishings shall have a uniform luster and appearance.

Note: The Custodial Contractor shall not be responsible for moving or removing any materials from any desks, chairs, bookcases, in order to perform the services outlined in this section of the specifications. The Custodial Contractor shall provide reasonable notice prior to performing these services in order to allow the City's employees to move materials so that the services can be performed.

b. Spot Cleaning

Smudges, stains, marks, gum, grease, tar, or other similar spots on the furnishings listed above shall be removed without causing any discoloration using appropriate and compatible cleaners, solvents, and cleaning equipment. The furnishings shall have no skipped areas (see **Note** above). The finished area shall have a uniform luster and appearance.

c. Dusting

All furnishings listed above shall be clean and free of dirt, smudges, marks, spots, spider webs, dust, and stains. All visible dust shall be removed using appropriate and compatible cleaners and dusting equipment. There shall be no dust streaks. Corners, crevices, trim, molding and ledges shall be free of all dust. There shall be no oils, spots or smudges on dusted surfaces caused by dusting equipment. The finished furnishings shall have a uniform luster and appearance.

d. Damp Wiping

All dirt, dust, water stains, spots, streaks, and smudges shall be removed from the furnishing surfaces prior to damp wiping. Furnishings listed above shall be wiped down using an appropriate cleaning solution and wiping clothes or sponges. Furnishings shall be free of streaks, wiping marks, and skipped areas (see **Note** above). Furnishings shall be free of splashing and marking from the cleaning equipment. The finished furnishings shall have a uniform luster and appearance.

e. Polishing

All dirt, dust, stains, spots, streaks, and smudges shall be removed from the furnishings prior to polishing applicable hard surface furnishings listed above. Furnishings shall be wiped and polished using an appropriate cleaning and polishing solution and wiping clothes or sponges. Furnishings shall be free of streaks, wiping marks, and skipped areas (see **Note** above). The finished areas shall have a uniform luster and appearance.

G. Fixture and Appliance Care

1. Bath Room Fixtures

a. Porcelain Fixtures

Porcelain fixtures (washbasins, sinks, urinals, toilets, etc.) shall be clean and bright. Porcelain fixtures shall be cleaned using appropriate disinfectant cleaners and appropriate cleaning equipment. There shall be no dust, spots, stains, rust, green mold, scale, excess moisture, or excess cleaning residue. There shall be no streaks or skipped areas. The finished areas shall have a uniform luster and appearance. **(No Acid products to be used on porcelain fixtures)**

b. Metal Fixtures (stainless steel, painted steel partitions, chrome and copper piping, shower and sink faucets, etc.)

Metal fixtures shall be clean and bright. Metal fixtures shall be cleaned using appropriate disinfectant cleaners and appropriate cleaning equipment. There shall be no dust, spots, stains, rust, green mold, scale, excess moisture, or excess cleaning residue. There shall be no streaks or skipped areas. The finished areas shall have a uniform luster and appearance.

c. Lockers

Lockers shall be clean and bright. Lockers (**exteriors**) shall be dusted and damp wiped using appropriate disinfectant cleaners and appropriate cleaning equipment. There shall be no dust, spots, stains, rust, green mold, scale, excess moisture, or excess cleaning residue. There shall be no streaks or skipped areas. The finished areas shall have a uniform luster and appearance

2. Kitchen and Break Room Fixtures

a. Appliances (refrigerators, stoves, microwave ovens, vending machines, coffee pots, etc.)

Appliances (**exteriors**) shall be clean and bright. Appliances (**exteriors**) shall be cleaned using appropriate disinfectant cleaners and appropriate cleaning equipment. There shall be no dust, spots, stains, rust, green mold, scale, excess moisture, or excess cleaning residue. There shall be no streaks or skipped areas. The finished areas shall have a uniform luster and appearance.

Note: The Custodial Contractor is not responsible for cleaning the insides of appliances soiled by City employees unless requested as a special cleaning service.

b. Miscellaneous Fixtures (sinks, faucets, counter tops, tables, cabinets, etc.)

Miscellaneous fixtures shall be clean and bright. Miscellaneous fixtures shall be cleaned using appropriate disinfectant cleaners and appropriate cleaning equipment. There shall be no dust, spots, stains, rust, green mold, scale, excess moisture, or excess cleaning residue. There shall be no streaks or skipped areas. The finished areas shall have a uniform luster and appearance.

c. Drinking Fountains

The porcelain or stainless steel surfaces shall be clean and bright. They shall be free of dust, spots, stains, and streaks. Fountains shall be kept free of trash, ink, coffee grounds, etc. Nozzles shall be free from encrustation or scale. The finished areas shall have a uniform luster and appearance.

H. Laboratory Fixtures

1. Laboratory Cabinets

Cabinets (**exteriors**) shall be clean and bright. Cabinets (**exteriors**) shall be cleaned using appropriate disinfectant cleaners and appropriate cleaning equipment. There shall be no dust, spots, stains, rust, mold, scale, excess moisture, or excess cleaning residue. There shall be no streaks or skipped areas. The finished areas shall have a uniform luster and appearance.

Note: The Custodial Contractor is not responsible for cleaning the insides of cabinets soiled by City employees unless requested as a special cleaning service.

3. Miscellaneous Fixtures (sinks, faucets, counter tops, tables, etc.)

Miscellaneous fixtures shall be clean and bright. Miscellaneous fixtures shall be cleaned using appropriate disinfectant cleaners and appropriate cleaning equipment. There shall be no dust, spots, stains, rust, mold, scale, excess moisture, or excess cleaning residue. There shall be no streaks or skipped areas. The finished areas shall have a uniform luster and appearance.

Note: The Custodial Contractor shall not be responsible for moving or removing any laboratory materials, equipment, utensils, glassware, etc. from any counters, desks, chairs, bookcases, sinks, etc. in order to perform the services outlined in this section of the specifications. The Custodial Contractor shall provide reasonable notice prior to performing these services in order to allow the City's employees to move materials so that the services can be performed.

I. Basic Custodial Services

1. Servicing

All supply dispensers shall be filled. Waste receptacles shall be emptied and sanitary napkin dispensers emptied, cleaned, disinfected, and new bags inserted.

2. Policing

Building areas shall be free of all paper, trash, empty bottles, and other discarded material.

3. Cleaning Wastebaskets and Trash Receptacles

Wastebaskets and trash receptacles shall be free of dust, debris, and residue. Plastic liners shall be changed daily.

4. High Cleaning

Surfaces shall be clean and free of dust. Where glass is present, both sides shall be clean and free of streaks.

J. Sidewalks and Landings

Sidewalks, landings, and/or patio areas outside and adjacent to the buildings included in these specifications shall be cleaned as required by sweeping or washing. These areas are to be free of debris, leaves, trash, dirt, gravel, and other clutter. These areas are to be cleaned to the edge of curb or concrete.

1.0 EXECUTION

3.1 General

The Custodial Contractor shall have up to ten (10) working days after the issue of a purchase order to schedule and initiate the work.

Joint inspections shall be made as required. Joint inspections shall be the basis for determining services completed for payment.

3.2 Payment

The City will make payment to the Vendor according to the City's normal policies and procedures.

Before an order can be placed for routine transactions, City will request a Quote from Vendor with detailed breakdown. City may require breakdown on its own form. Once City has approved the quoted price and submits Requisition for same, it will advise Vendor of the Release Number in order to place the order. Invoices that do not reference the Release Number will not be considered complete or valid.

- A. Vendor's Invoice must list a valid E-Mail Address for billing questions and inquiries.
- B. Invoice Date is critical and Invoices must be sent to the City on the Invoice Date in order for the City's tracking system to accurately reflect the record. The Invoice Date must not precede the Ship Date or Service Date.
- C. Invoice descriptions on transaction lines must match the wording of the Purchase Order transaction lines, and reference the corresponding transaction line number of the Purchase Order. The Vendor shall not invoice the City for any item that does not correspond to a line on the Purchase Order.
- D. Items being billed on Markup line must have corresponding source Invoice, and that total and Markup breakdown must be reflected on Vendor's Invoice to the City. The Markup for items purchased on the percent Markup line, is for markup of items only. No Markup is allowed for taxes or freight charges. The taxes and freight charges will be a straight reimbursement, with no Markup.
- E. Markup will be calculated as the following example:
 - 1. If the part costs vendor \$100.00,
 - 2. and the Markup on contract is 10%,
 - 3. City will reimburse Vendor \$110.00.
- F. Vendor will be responsible for collecting signature and legible name of City employee when delivering goods and/or services and must be able to produce said Proof of Delivery ("POD") upon request. The POD must contain an itemized list of goods and/or services. The POD must accompany each Department's payment packet before presenting the Invoice with all necessary backup to City's Accounts Payable Division. Including copy of POD with Invoice is encouraged and speeds payment processing time.
- G. Vendor's Invoices that are billed inaccurately, incompletely, or otherwise unprocessable are not considered valid.
- H. When sending City a Revised Invoice, it must be clearly marked "Revised." When sending City a replacement Invoice, it must reference the Invoice Number it is replacing.

- I. Invoices to the City shall reference the City Department, Release Number, Work Order Number, and the first and last name of the City employee placing the order.
- J. Accurate Invoices, with all appropriate backup documentation, shall be sent to:

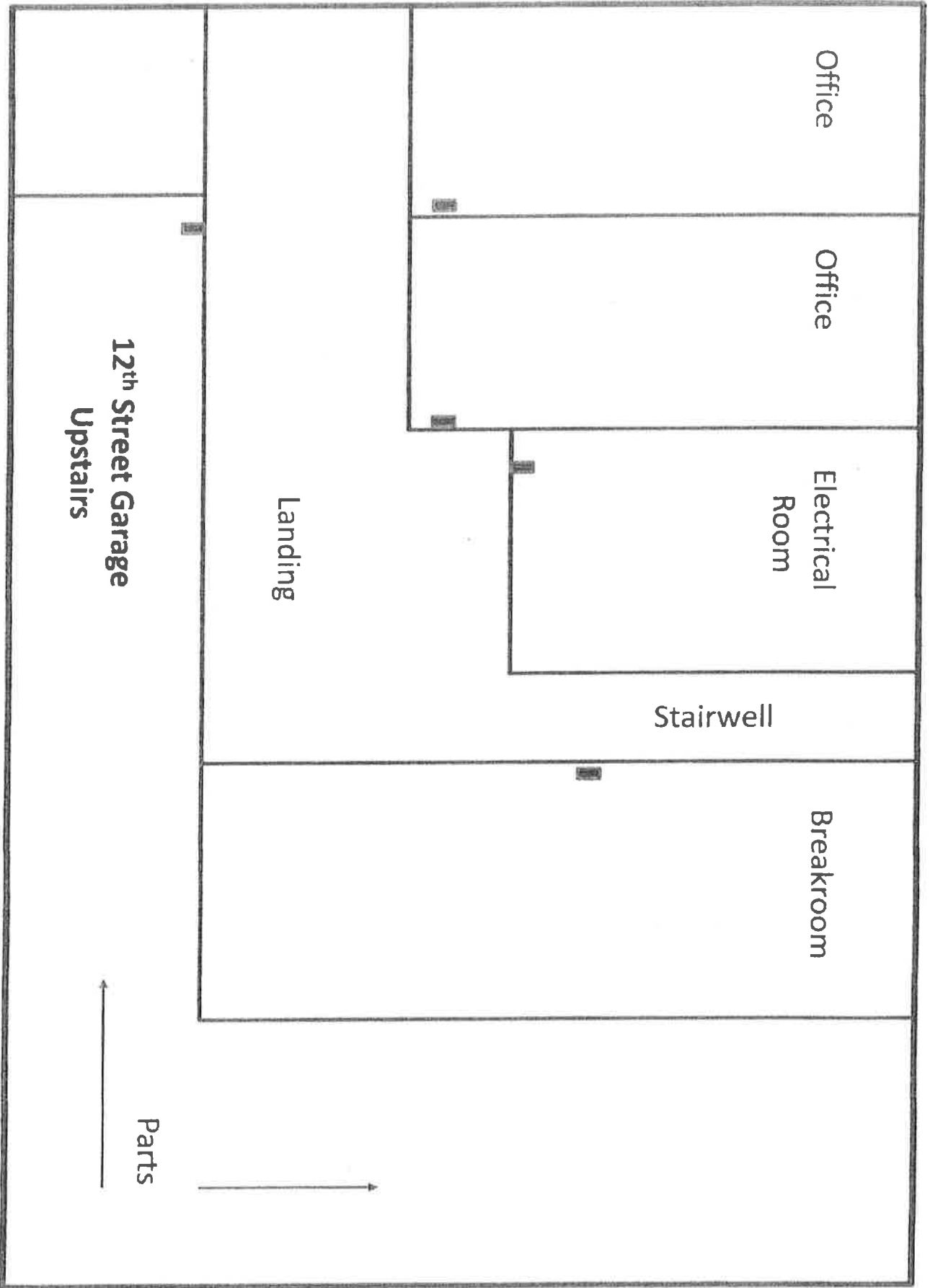
City of Chattanooga
Attn: Accounts Payable Division
101 East 11th Street, Suite 101
Chattanooga, TN 37402
acctspayable@chattanooga.gov

and copy sent to:

City of Chattanooga
Fleet Management
3102 Elmendorf Circle
Chattanooga, TN 37406
fleetacctspayable@chattanooga.gov

WORK TASKS		FREQUENCY OF SERVICE					
		DAY	WEEK	MONTH	3-MONTH	6-MONTH	Annual
Restrooms (each task as applicable)							
Empty trash receptacles and replace liners		1					
Clean trash receptacles using germicidal disinfectant			1				
Empty feminine waste receptacles and replace liners		1					
Clean and sanitize sinks, urinals, commodes, showers, and fixtures		1					
Polish bright work and sink, urinal, commode, and shower fixtures		1					
Clean mirrors		1					
Spot clean partitions		1					
Clean partitions using germicidal disinfectant			1				
Dust air vents and returns and sink light fixtures				1			
Clean air vents and returns and sink light fixtures					1		
Dust window sills, openings, and ledges			1				
Clean window sills, openings, and ledges				1			
Sweep floors		1					
Damp mop floors using germicidal disinfectant			1				
Spray and buff vinyl tile floors				2			
Strip and wax vinyl tile floors					2		1
Spray and buff concrete floors				2			
Strip and wax concrete floors						1	
Machine scrub restroom floors						1	
Spot clean walls		1					
Clean walls				1			
Spot clean doors, kick plates, glass, and hardware		1					
Clean doors, kick plates, glass, and hardware			1				
Dust exterior of lockers and benches			1				
Clean exterior of lockers and benches				1			
Dust blinds			1				
Clean blinds					1		
Fill dispensers with paper products and hand soap		1					
General							
Turn off all lights		1					
Secure all necessary doors		1					
Contractor and Customer service review		1					

WORK TASKS		FREQUENCY OF SERVICE					
		DAY	WEEK	MONTH	3-MONTH	6-MONTH	Annual
Offices, Breakrooms, Stairwells (as applicable)							
Empty trash receptacles and replace liners		1					
Spot clean walls		1					
Clean walls			1				
Spot clean doors, kick plates, glass, and hardware		1					
Clean doors, kick plates, glass, and hardware			1				
Dust window sills, openings, ledges, and ceilings		1					
Clean window sills and ledges			1				
Dust air vents and returns		1					
Clean air vents and returns			1				
Spot clean carpeted floors		1					
Vacuum carpeted floors		1					
Steam clean carpeted floors					1		
Damp mop vinyl and ceramic tile, concrete, etc. floors		1					
Spray and buff vinyl tile floors			2				
Strip and wax vinyl tile floors					1		
Spray and buff concrete floors			2				
Strip and wax concrete floors					1		
Dust blinds		1					
Clean blinds					1		
Damp wipe tables and counter tops using germicidal disinfectant		1					
Damp wipe chairs using germicidal disinfectant		1					
Spot clean cabinet exteriors		1					
Clean cabinet and appliance exteriors			1				
Clean and sanitize sinks and fixtures		1					



Bathroom

Office

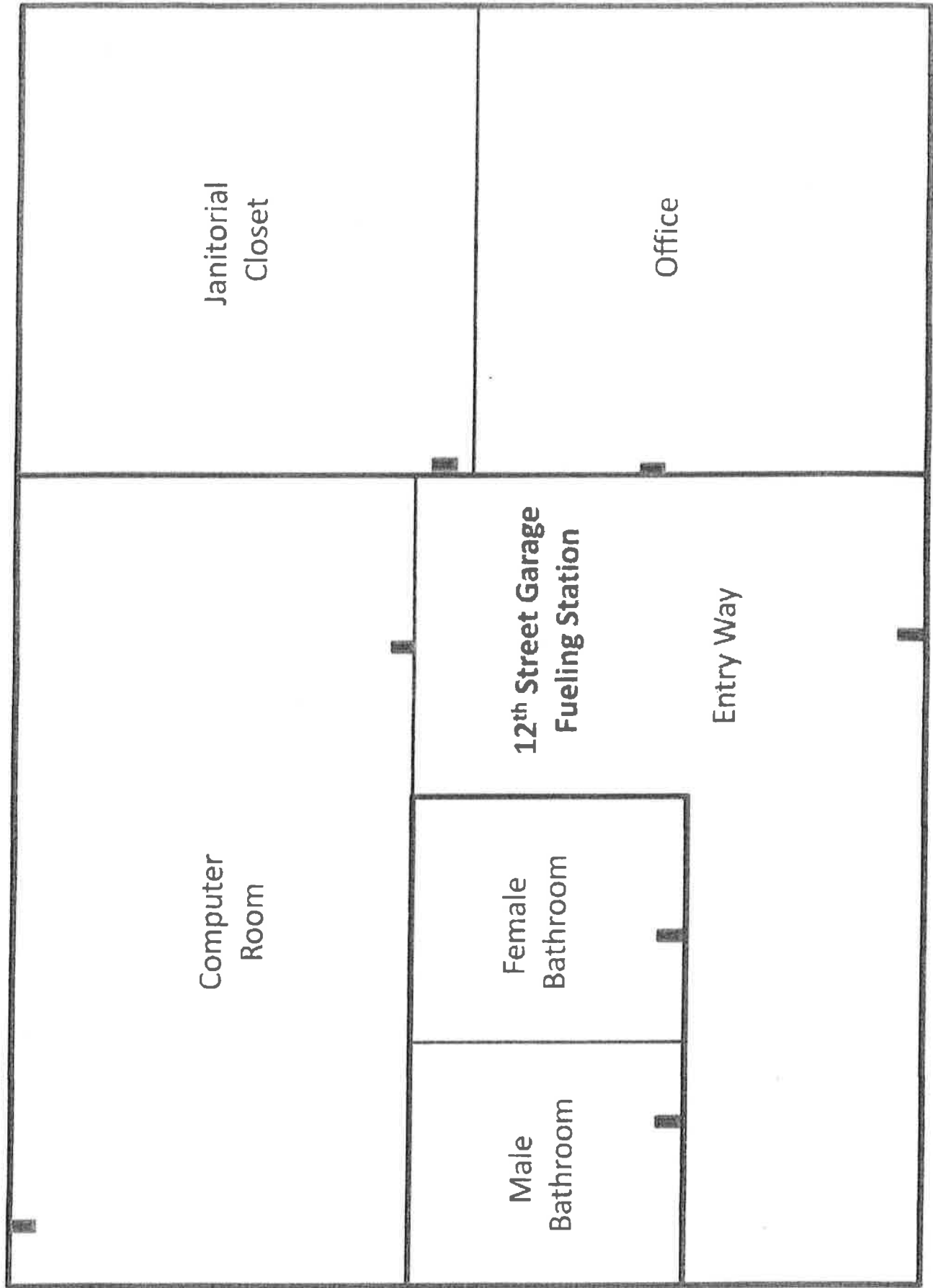
Bathroom/
Locker Room

Stairwell

Parts Room

Bay Area

12th Street Garage
Downstairs



Janitorial
Closet

Office

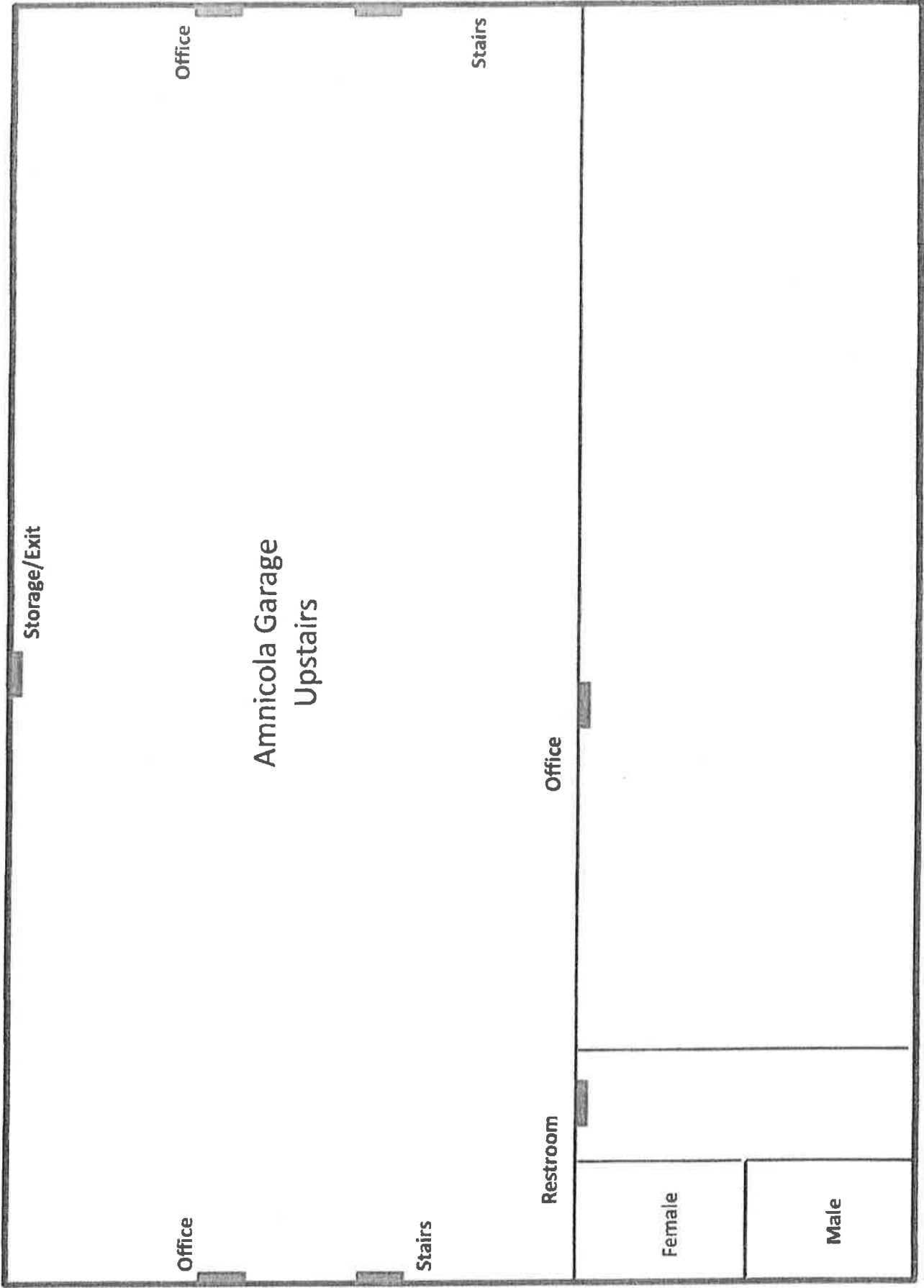
Computer
Room

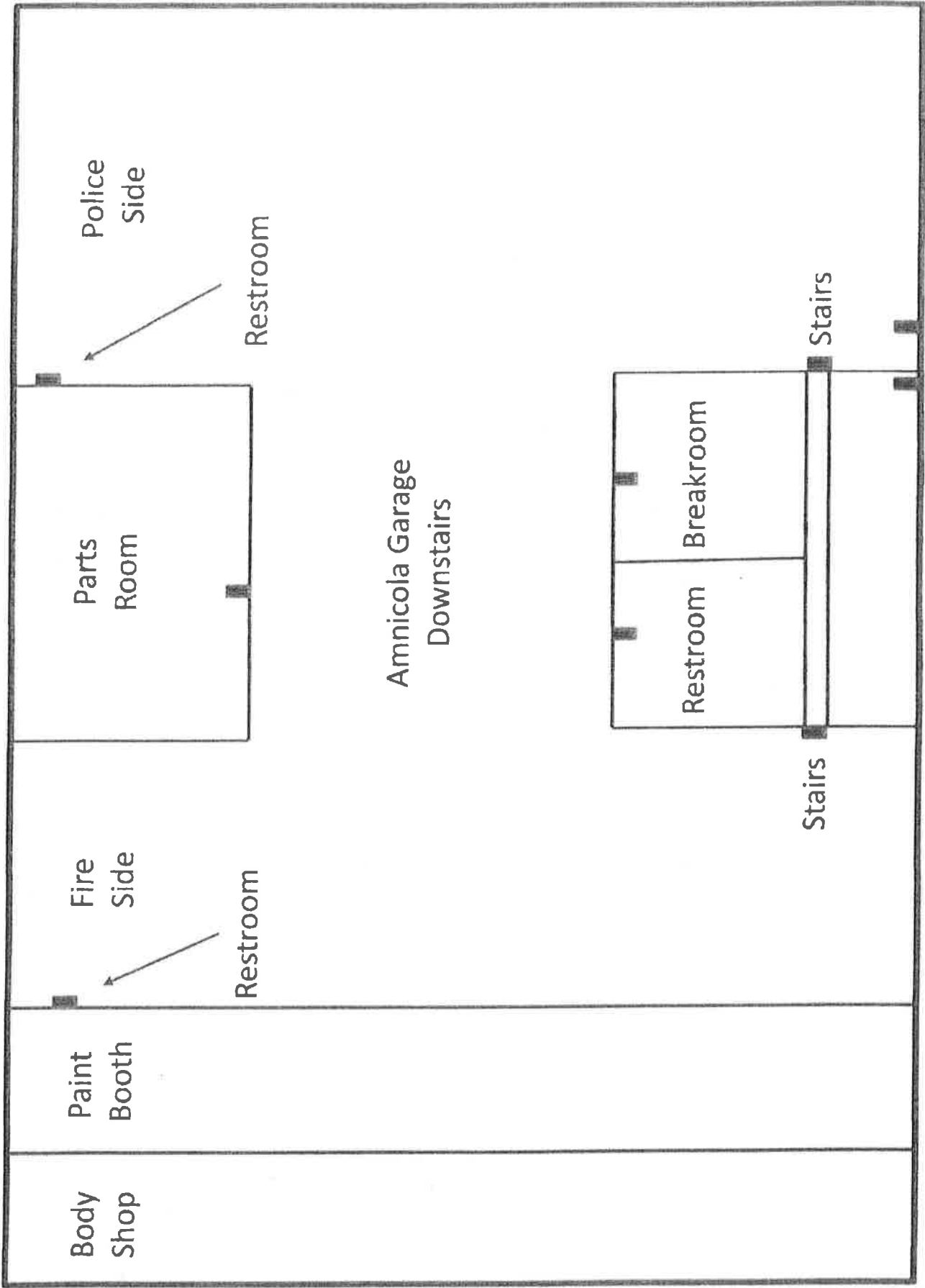
12th Street Garage
Fueling Station

Entry Way

Female
Bathroom

Male
Bathroom





Areas to clean for Janitorial Services:

12th Street Garage:

(2) Upstairs offices
Landing
Breakroom
Downstairs office
Bathroom
Parts room
Locker/Bathroom

12th Street Fueling Station:

Entry way
Male/Female Bathroom
Office area

Amnicola Garage:

Upstairs office area to include bathrooms
Stairwells
Downstairs office
Breakroom
Men's Bathroom
Parts room

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal opportunity provisions. Any failure or refusal to comply with these provisions the Contractor and/or Subcontractor shall be a breach of this contract.


(Signature of Contractor)

president metro Jamboel - S. 20
(Title and Name of Construction Company)

5/20/18
(Date)

Chapter No. 817 (HB0261/SB0377). "Iran Divestment Act" enacted.
Vendor Disclosure and Acknowledgement

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

(SIGNED)



(PRINTED NAME)

Seung Shin

(BUSINESS NAME)

METRO Jamitond Inc

(DATE)

5/30/18

For further information, please see website:

https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106,_Iran_Divestment_Act-July.pdf

No Contact/No Advocacy

Notice Receipt

City of Chattanooga
Purchasing Division

For Submission with Sealed Bid Solicitation Responses:

Seung Shin (Vendor Agent name), states that:

(1) He/She is the owner, partner, officer, representative, or agent of Metpro

Jamronel S. Zuc (Business name), the Submitter of the

attached sealed solicitation response to Solicitation # R 169443/BOG13, and said

Business has taken notice, and will abide by the following No Contact and No Advocacy clauses:

NO CONTACT POLICY: After the posting of this solicitation, a potential submitter is prohibited from directly or indirectly contacting any City of Chattanooga representative concerning the subject matter of this solicitation, unless such contact is made with the Purchasing Division.

NO ADVOCATING POLICY: To ensure the integrity of the review and evaluation process, companies and/or individuals submitting sealed solicitation responses, as well as those persons and/or companies formally/informally representing such submitters, may not directly or indirectly lobby or advocate to any City of Chattanooga representative.

Any business entity and/or individual that does not comply with the No Contact and No Advocating policies may be subject to the rejection or disqualification of its solicitation response from consideration.

Submitter Signature:

Seung Shin

Title: president

Date: 5/30/18

Printed Name:

Seung Shin



City of Chattanooga
Mayor Andy Berke

June 13, 2018

Mr. Justin Holland
Administrator, Public Works Department
Waste Resource Division
1250 Market Street, Suite 2100
Chattanooga, TN 37402

Subject: Contract Renewal of Blanket PO No. 538805 – Equipment Maintenance & Repair Services – Waste Resource Division – Public Works Department

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 538805 for Equipment Maintenance & Repair Services, Waste Resource Division, Public Works Department. The City of Chattanooga is renewing the second (2nd) and last renewal option for twelve (12) months through June, 2019 for an estimated annual amount of \$400,000. A copy of the signed letter from vendor, and a copy of the contract is enclosed. This will also include a price increase per attached correspondence.

The original invitation to bid was sent to eight (8) vendors as well as formally advertised. Bids were received from one (1) vendor. The requirement was re-advertised but no additional bids were received. Bid is retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 538805, including the price increase, for Equipment Maintenance & Repair Services to Stowers Machinery Corporation, 4066 S. Access Road, Chattanooga, TN 37406.

Respectfully yours,

Bonnie Woodward
Director of Purchasing

BW/mlm

Attachments



City of Chattanooga

Mayor Andy Berke

June 13, 2018

Stowers Machinery
Attn: Rodney Brown
4066 S. Access Road
Chattanooga, TN 37406

Subject: 538805 – Equipment Maintenance & Repair Services

Dear Mr. Brown:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months, incorporating contractor's requested price increases, represented as the result of a general price increase to all customers..

The new expiration date will be June 23, 2019.

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to mmckeel@chattanooga.gov if you agree to renewal.

As always, we appreciate the good service you have rendered in the past, and we look forward to working with you in the future.

Signed: *Rodney Brown* Date: 6-13-18

Sincerely,

Mark McKeel, Buyer
City of Chattanooga
Phone: (423) 643-7236 Fax: (423) 643-7244



STOWERS MACHINERY CORPORATION

4066 South Access Road
Chattanooga, TN 37406
Phone # 423-698-6943
Fax# 423-698-6947

May 31, 2018

City of Chattanooga
ATTN: Mark McKeel

Customer ID: 143830
Tel: 423-643-7243 Fax: 423-643-7244

Dear Mark,

Thank you for allowing Stowers Machinery Corporation the opportunity to submit to you the following labor rates for our shop and field mechanics:

Description	Hourly Rate
(1) Mechanic (earthmoving) - Field Regular Time	114.00
(1) Mechanic (earthmoving) - Field Overtime	152.00
(1) Mechanic (earthmoving) - Field Sunday & Holiday Time	180.00
(1) Mileage to and from jobsite	cost per mile 3.15
(1) Mechanic (industrial) - Shop & Field Regular Time	117.00
(1) Mechanic (industrial) - Shop & Field Overtime	162.00
(1) Mechanic (industrial) - Shop & Field Sunday & Holiday Time	185.00
(1) Mechanic (earthmoving) - Shop Regular Time	105.00
(1) Mechanic (earthmoving) - Shop Overtime	140.00
(1) Mechanic (earthmoving) - Shop Sunday & Holiday	170.00
(1) Mechanic (truck) - Shop Regular Time	110.00
(1) Mechanic (truck) - Shop Overtime	110.00

If I can be of any further assistance, or if you have any additional questions, please contact me at my mobile number 432-240-0026, or at the office number 423-698-6943.

Sincerely,

Rodney Brown
Service Manager

Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

V E N D O R	Vendor Number: 068871 Vendor Alternate ID: 7640 Stowers Machinery 4066 S Access Rd Chattanooga, TN 37406
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PO Date: 23-JUN-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number 538805 INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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S H I P T O	
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I N V O I C E	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price
Total				
Requisition No.: 134658 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 ***** DESCRIPTION: This shall be a twelve (12) month blanket contract for Equipment Maintenance and Repair Services for the Waste Resources Division. The contract may be renewed for two (2) additional twelve (12) month terms under the same Terms and Conditions by Mutual Agreement. The City of Chattanooga and the Contractor may bilaterally extend the contract by Written Confirmation by both parties at least 30 days prior to the contract's current expiration date into any successive term as provided herein. ***** NOTES: The bid submitted by Stowers Machinery dated 5-19-16 is hereby made a part of this contract. Payment Terms: Net 30 days Delivery Terms: As Needed ***** PRICE ESCALATION CLAUSE: All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the contractor has changed prices to all of its customers, then, at the time of contract renewal, the price under this contract may be adjusted accordingly after acceptance. All price increases must be justified by providing a copy of the prevailing labor wage or material cost increases. Prompt notice of price changes (increases or reductions) must be furnished to the Purchasing Agent at least 30 days prior to the requested effective date and the prices for these services/materials shall remain firm for twelve (12) months. The effective date of price increases shall be the date the Purchasing Agent accepts the price changes or the effective date of increase stated by contractor's notice to Purchasing Agent, whichever is later. ***** APPROVED BY CITY COUNCIL ON JUNE 21, 2016 ***** CONTRACT BEGINNING/ENDING DATES: 6-24-2016 TO 6-24-2017 ***** Vendor Contact: Rodney Brown Phone: 423-698-6943 Fax: 423-698-3713				

***** NOTICE *****

This Purchase Order ("Agreement") is a binding agreement between the City of Chattanooga and the Vendor. This Purchase Order shall be governed by the following documents: (1) Purchase Order; (2) City of Chattanooga Purchase Order Standard Terms and Conditions; (3) Vendor's response to the bid or quotation; and (4) terms and conditions set forth in the bid or quotation, each of which is hereby incorporated herein by reference and becomes a part of this Agreement. In the event any conflict of terms arises, the terms controlling the Agreement shall be in the order provided hereinabove. This Purchase Order is valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.

Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

V E N D O R	Vendor Number: 068871 Vendor Alternate ID: 7640 Stowers Machinery 4066 S Access Rd Chattanooga, TN 37406
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PO Date: 23-JUN-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number 538805 INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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S H I P T O	
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I N V O I C E	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number			Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Mechanic (Earthmoving) - Field Regular Time	0.00	Each	\$ 106.0000	\$ 0.00
2	Mechanic (Earthmoving) - Field Sunday & Holiday	0.00	Each	\$ 175.0000	\$ 0.00
3	Mechanic (Industrial) - Shop & Field Regular Time	0.00	Each	\$ 110.0000	\$ 0.00
4	Mechanic (Industrial) - Shop & Field Overtime Time	0.00	Each	\$ 150.0000	\$ 0.00
5	Mechanic (Industrial) - Shop & Field Sundays/Holidays	0.00	Each	\$ 175.0000	\$ 0.00
6	Mechanic (Earthmoving) - Shop Regular Time	0.00	Each	\$ 102.0000	\$ 0.00
7	Mechanic (Earthmoving) - Shop Overtime	0.00	Each	\$ 130.0000	\$ 0.00
8	Mechanic (Earthmoving) - Shop Sunday & Holiday	0.00	Each	\$ 160.0000	\$ 0.00
9	Mechanic (Truck) - Shop Regular Time	0.00	Each	\$ 105.0000	\$ 0.00
10	Mechanic (Truck) - Shop Overtime Time	0.00	Each	\$ 105.0000	\$ 0.00

***** NOTICE *****

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Purchase Order BLANKET



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

V E N D O R	Vendor Number: 068871 Vendor Alternate ID: 7640 Stowers Machinery 4066 S Access Rd Chattanooga, TN 37406
--	--

PO Date: 23-JUN-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number 538805 INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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S H I P T O	
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I N V O I C E	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
11	Mechanic (Truck) - Shop Sunday/Holiday Time	0.00	Each	\$ 165.0000	\$ 0.00
12	Mileage to and from job site	0.00	Each	\$ 3.0500	\$ 0.00
13	Miscellaneous (repair parts - 40% Mark up)	0.00	Each	\$ 1.0000	\$ 0.00
14	Unanticipated Charges 40% Mark up	0.00	Each	\$ 1.0000	\$ 0.00
15	Mechanic (Earthmoving) - Field Overtime	0.00	Each	\$ 140.0000	\$ 0.00

TOTAL: \$.00

***** NOTICE *****

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Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.



City of Chattanooga

Mayor Andy Berke

June 13, 2018

Ms. Beverly Moultrie, Administrator
City of Chattanooga, Human Resources Department
100 East 11th Street - 2nd Floor
Chattanooga, TN 37402

Subject: 170399/305127 - Stop Loss Insurance - Human Resources Department

Dear Ms. Moultrie:

Council approval is recommended to issue a blanket contract for Stop Loss Insurance for the Human Resources Department. The contract term will be for twelve (12) months with the option to renew for two (2) additional twelve (12) month periods. The contract is at a \$500,000 pooling level, at a per-employee-per-month rate of \$12.11, and with an estimated annual cost of \$423,027.

The invitation to bid was sent to nine (9) vendors as well as formally advertised. One (1) response was received as shown below. After extending the deadline, no additional responses were received. Bids are retained on file and available for review in the Purchasing Office upon request.

Bidder

BlueCross BlueShield of Tennessee

I recommend awarding this blanket contract to BlueCross BlueShield of Tennessee, 1 Cameron Hill Circle, Chattanooga, TN, 37403. BlueCross BlueShield of Tennessee offered the lowest bid which meets specifications for the City of Chattanooga.

Respectfully,

Bonnie Woodward
Director of Purchasing

BW/dk

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of Tennessee

1 Commerce Hill Circle
Chattanooga, TN 37402
bcbs.tn.com

May 30, 2018

Ms. Deidre Keylon
Buyer
City of Chattanooga
Purchasing Department
101 East 11th Street, Suite G13
Chattanooga, TN 37402

Re: Request for Quotation for Stop Loss Insurance, Bid Number - 305127

Dear Ms. Keylon:

We appreciate the opportunity to respond to the City of Chattanooga's (The City's) Request for Quotation (RFQ) for Stop Loss Insurance, Bid Number - 305127. We value our long-standing relationship with The City and welcome the opportunity to continue providing you with quality, trusted health plan benefits backed by seamless, integrated stop loss coverage through our wholly owned subsidiary, **BlueRe of Tennessee (BlueReSM)**.

BlueCross BlueShield of Tennessee (BlueCross[®]) has been a trusted partner of The City for nearly 11 years, and we look forward to continuing our relationship. Our proposed stop loss offering continues to provide comprehensive coverage that shields The City from large, unexpected claims. **BlueRe** offers a number of advantages over "outside" stop loss solutions, including a common service platform with The City's BlueCross health plan, improved claim turnaround times, simplified claims submission and annual renewals, bundled billing, and fast, paperless payments.

I will be your primary contact through the selection process. You may reach me by phone at (423) 535-6424 or email at Brenton_Johnson@bcbst.com. I look forward to answering any questions you may have about our proposal and discussing the next steps.

Best of health,

Brenton Johnson
Account Executive



Attached is a final stop loss renewal for The City of Chattanooga (The City) from **BlueRe** with a July 1, 2018 effective date.

The specific premiums are the same as those shown in our preliminary renewal offer including:

- + An approximate increase of 8.6% to current premiums with the \$500,000 option, or
- + No change to current specific rates with the \$550,000 option.

As noted in Item 13 on the second page, immediate reimbursement is only available to The City if we receive the signed proposal by June 15, 2018. Additional lead time is required to appropriately implement the immediate reimbursement option. If we do not receive The City's signed proposal by June 15, 2018, immediate reimbursement will not be available for the policy year which covers July 1, 2018, through June 30, 2019. In order to participate, pharmacy administration must remain with BlueCross for the entire year. Please note, immediate reimbursement is not available for customers who use an outside reinsurance vendor.

If The City utilizes an outside pharmacy vendor, The City/Russ Blakely & Associates (Russ Blakely) will be responsible for providing any pharmacy claim information needed to appropriately file and track those reimbursements. We will also need the appropriate individual/monthly paid pharmacy claims reporting from The City/Russ Blakely as part of the preliminary/final renewal process next year. Any charges by the outside pharmacy vendor for reporting would be the responsibility of The City.

To accept the final proposal, The City should:

1. Circle the selected option on the first page of the proposal.
2. Initial the third page of the proposal under the selected option, and sign and date the lines directly below the initials on third page.
3. Return **all three pages** to Brent Johnson by June 15, 2018, if The City selects the immediate reimbursement option, or by June 30, 2018, if The City chooses our standard option.

BlueRe reserves the right to review updated claims information, and rates/terms/lasers could be revised if this information is not received by the deadline(s) noted above.

Please note the following regarding our proposal:

- + The 45% renewal rate cap with no new lasers option is included as noted in Item b on the second page.
- + Ezekiel Hooper is excluded from the no new laser provision with the July 1, 2019, renewal; however, there is no laser noted on this member for the July 1, 2018, policy year.
- + The contract basis is 96/12.
- + Medical and prescription drugs are covered under the specific.



- + The proposal includes 5% broker commissions.
- + Retirees are covered as noted in Item 10, near the bottom of the second page.
- + Subgroup UNTO is covered as noted near the top of the second page.
- + Subgroup WELL continues to be *excluded* from stop loss coverage as noted near the top of the second page.

If The City selects an outside stop loss vendor, there will be an Interface Fee of \$0.90 per subscriber per month (PSPM) based on the \$500,000 specific deductible level to cover the standard reporting structure. If the deductible level or reporting structure changes, the Interface Fee may increase/decrease accordingly.



1 Cameron Hill Circle, Chattanooga, TN 37402

**STOP LOSS INSURANCE PROPOSAL FOR:
City of Chattanooga (2018)**

Proposal #: SLP436664

Plans Administered by Blue Cross Blue Shield of Tennessee

BCBST Networks Utilized: Network P & S
 BCBST Representative: Brent Johnson
 Broker: Wick, Brent A.

Proposal Date: 05/25/2018
 Valid Through: 06/30/2018
 Effective Date: 07/01/2018
 Contract Duration: 12 Months

SPECIFIC STOP LOSS COVERAGE

	Option 1	Option 2	Option 3
Basis Of Coverage	96/12	96/12	96/12
Specific Attachment Point	\$500,000	\$550,000	\$600,000
Coverage To Be Included	Medical, Rx Card	Medical, Rx Card	Medical, Rx Card
Specific Policy Period Maximum Reimbursement	Unlimited	Unlimited	Unlimited
Specific Lifetime Maximum Reimbursement	Unlimited	Unlimited	Unlimited
Rate Per Month			
Covered Units			
Composite	\$12.11	\$11.15	\$10.19
Total Lives	2,911		
Estimated Monthly Premium	\$35,252	\$32,458	\$29,663
Estimated Annual Premium	\$423,027	\$389,492	\$355,957
Rate(s) includes Commissions of	5.00%	5.00%	5.00%

Plans Administered by:



UNDERWRITING NOTES:

We have reviewed your updated paid claims, prognosis and case management information through 05/17/2018. The attached proposal is a firm offer. You must acknowledge acceptance of the terms in this proposal by returning a signed copy no later than the end of the business day on 06/30/2018. Please indicate which option is chosen. Failure to remit the signed proposal by 06/30/2018 will require submitting updated claims information for our review.

This proposal includes coverage for the UNTO subgroup under the Stop Loss contract.

The subgroup WELL that was added effective 01/01/2015 is not covered under the Medical plan and is not covered under the Stop Loss contract.

There are some items that are important for you to remember as you review our proposal:

- a. Outstanding contingencies must be received no later than 7 days after the effective date.
- b. A 45% Specific Stop Loss Rate Cap with no new lasers except for member # 90718142702, Ezekiel Hooper *. We reserve the right to add a laser on Ezekiel Hooper effective July 1, 2019 upon review of updated claims information through 04/30/2019. If the group does renew with us on July 1, 2018, the Specific Stop loss rates will increase no more than 45%* over the 07/01/2018 rates and no new lasers will be added except as outline for Ezekiel Hooper unless requested by the policyholder or administrator.

* The Specific Stop Loss Rate Cap assumes there are no material changes to the group's plan such as revisions in the plan design, the specific deductible, contract change, commissions or PPO network. The Specific Rate Cap only applies to the group's next renewal, not subsequent renewals. Future Specific Rate Caps are subject to our underwriting discretion.

Assumptions:

1. Specific coverage includes Medical & Rx benefits.
2. Our proposal assumes that the number in each benefit plan option will remain the same or within 10% of current enrollment. We reserve the right to re-rate this proposal if the benefit plan enrollment changes more than 10%.
3. The PPO to be utilized for the proposed coverage period is reflected on page 1 of this proposal. If the PPO differs from what is stated, rates in this proposal are subject to change.
4. Our contract assumes that the policyholder's benefit plan document is in compliance with all applicable legislation. A valid copy of the benefit plan must be received within 45 days of the effective date. No policy will be issued or claim paid until the benefit plan document has been reviewed and approved by underwriting. Any deviation from the benefit plan upon which the sold proposal was based may result in a change to the terms of coverage.
5. Stop Loss coverage is for non-occupational injuries and illnesses.
6. This proposal expires at the end of the "Valid Through" date stated on Page 1 of the proposal. It is based on the data submitted to us in the prospect specifications. Any inaccuracy in the data will require revised calculations.
7. These rates are based on the "current" plan of benefits.
8. This proposal assumes the continuation of BCBS of Tennessee as the PPO and TPA.
9. Total group enrollment increases or decreases of more than 10% require re-rating.
10. This proposal assumes 694 retirees are participating in the covered benefit plan and were included in the census and claims provided.
11. This proposal assumes that standard BCBST language for transplants has been elected.
12. Applicable state taxes are included in the premium charged. State assessments, if applicable, are not covered and will be billed separately to the policyholder.
13. If signed renewal proposal is received by BCBSTN on or before 06/15/2018, the Immediate Reimbursement option is available if chosen. It is understood that all premiums and administrative fees related to our stop loss coverage, medical administration and ancillary services will be paid via ACH debit. If renewal proposal is received after 06/15/2018 the Immediate Reimbursement option is not available.

Policyholder Initials: _____.

Plans Administered by:

Initial the selected proposal option:

	Option 1	Option 2	Option 3
Selection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Initials: _____

This proposal includes a rate page, all accompanying notes, contingencies, assumptions and a signature page. Rates, Deductibles and Factors are based on the data provided to us. Inaccurate or incomplete data may require changes in the terms provided. We will not be bound by clerical or typographical errors contained in this proposal. This quote is subject to all policy provision, limitations, and exclusions. By signing below I confirm that I am authorized to accept the terms of this insurance proposal.

Signature _____ Date _____

Plans Administered by:

BID SOLICITATION



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

BID OPENING DATE AND TIME:

31-MAY-18 at 2:00 PM

BID NUMBER: 305127

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER:

PHONE #: (423) 643-7230
DELIVERY REQUIRED:

V
E
N
D
O
R

RFQ

M City of Chattanooga
A 101 East 11th Street Suite G13
I Chattanooga, TN 37402
L
T
O

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition No: 170399 / Bid No: 305127 Ordering Dept: Human Resources Buyer: Deidre Keyton 423-643-7231					
DESCRIPTION: This shall be a twelve (12) month blanket contract for Stop Loss Insurance for the Human Resources Department. The contract may be renewed for two (2) ad					
ATTACHMENTS Specifications must be requested by bidder by email to dmkeyton@chattanooga.gov with subject: "Request for Spec. for Bid 305127 Stop Loss Insurance" rec Iran Divestment Act for signature Affirmative Action Plan for signature No Contact/No Advocacy Affidavit for signature - must be Notarized Standard Terms and Conditions - available at http://www.chattanooga.gov/purchasing/standard-terms-and-conditions					
*** Deadline for Questions is May 24, 2018, at 2:00 pm. est ***					
*** BIDS MUST BE RECEIVED NO LATER THAN *** ***** 2:00 PM ON MAY 31, 2018 *****					
SUBMIT SEALED BIDS IN DUPLICATE WITH AN ADDITIONAL COPY ON A FLASH DRIVE INDICATING BID NUMBER (305127) ON OUTSIDE PACKAGING					
NOTE: All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder ack The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion m The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin					
PRICE ESCALATION CLAUSE All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the con Purchasing Agent, whichever is later.					
THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT					
PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION					
Company Name <u>BlueCross BlueShield of Tennessee, Inc.</u>					
Address <u>1 Cameron Hill Circle, Chattanooga, TN, 37402</u>					
Phone/Toll Free No <u>(423) 535-6382</u>					
Fax No <u>(423) 535-6575</u>					
E-Mail Address <u>Tommy_Satterfield@bcbst.com</u>					
Contact Person's Name <u>Tommy Satterfield</u>					
Estimated Delivery <u>May 31, 2018</u>					
Minority-Owned Business Small Business Veteran					

BID SOLICITATION



City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

BID OPENING DATE AND TIME:

31-MAY-18 at 2:00 PM

BID NUMBER: 305127

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER:

PHONE #: (423) 643-7230

DELIVERY REQUIRED:

**V
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R**

RFQ

**M
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T
O**

City of Chattanooga
 101 East 11th Street Suite G13
 Chattanooga TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
Minority Woman Owned Business	Disabled Veteran				
Woman-Owned Business					

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

The City is Exempt from all Federal and State Tax
 Bids will be received at the above mentioned address

TERMS OF PAYMENT Premiums billed monthly

TELEPHONE NUMBER (423) 535-6382

ALL BIDS MUST BE SIGNED - The undersigned offers the above quoted prices under the conditions contained herein

COMPANY BlueCross BlueShield of Tennessee, Inc.

SIGNATURE *Tommy Satterfield*

NAME AND TITLE Tommy Satterfield
 Manager & Chief Underwriter, Large Group

BID SOLICITATION



City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

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G**

City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Stop loss insurance for active, retiree and Legacy participants - \$500,000 pooling level	1	Each	<u>\$12.11</u>	
2	Stop loss insurance for active, retiree and Legacy participants - \$550,000 pooling level	1	Each	<u>\$11.15</u>	
3	Stop loss insurance for active, retiree and Legacy participants - \$600,000 pooling level	1	Each	<u>\$10.19</u>	

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

The City is Exempt from all Federal and State Tax Bids will be received at the above mentioned address.

TERMS OF PAYMENT Premiums billed monthly

TELEPHONE NUMBER (423) 535-6382

ALL BIDS MUST BE SIGNED The undersigned offers the above quoted prices under the conditions contained herein

COMPANY **BlueCross BlueShield of Tennessee, Inc.**

SIGNATURE *Tommy Satterfield*

NAME AND TITLE **Tommy Satterfield**
 Manager & Chief Underwriter, Large Group

No Contact No Advocacy Affidavit

City of Chattanooga
Purchasing Division

For Submission with Scaled RFP or RFQ Responses:

State of Tennessee

County of Hamilton

Tommy Satterfield (agent name), being first duly sworn, deposes and says that:

(1) He/She is the owner, partner, officer, representative, or agent of BlueCross BlueShield of Tennessee, Inc. (business name), the Submitter of the attached sealed solicitation response to Solicitation # 305127

(2) Tommy Satterfield (agent name) swears or affirms that the Submitter has taken notice, and will abide by the following No Contact and No Advocacy clauses:

NO CONTACT POLICY: After the posting of this solicitation, a potential submitter is prohibited from directly or indirectly contacting any City of Chattanooga representative concerning the subject matter of this solicitation, unless such contact is made with the Purchasing Division.

NO ADVOCATING POLICY: To ensure the integrity of the review and evaluation process, companies and/or individuals submitting scaled solicitation responses, as well as those persons and/or companies formally/informally representing such submitters, may not directly or indirectly lobby or advocate to any City of Chattanooga representative.

Any business entity and/or individual that does not comply with the No Contact and No Advocating policies may be subject to the rejection or disqualification of its solicitation response from consideration.

Submitter Signature:

Printed Name:

Tommy Satterfield

Tommy Satterfield

Title: Manager & Chief Underwriter, Large Group

Subscribed and sworn to before me this 5/31 day of May, 2018

Notary Public: Mary E. Martin

My commission expires 9/13/2020

City of Chattanooga, Purchasing Division



... and any other information that the policyholder, or the insured, or any person acting on behalf of either, provides to the insurer. The insurer will use this information to determine the policyholder's eligibility for the policy and to determine the policyholder's risk classification. The insurer will also use this information to determine the policyholder's eligibility for any other benefits that may be available under the policy. The insurer will not use this information for any other purpose.

Tommy Dattafield

(Signature of Contracting Party)

Manager & Chief Underwriter, Large Group
BlueCross BlueShield of Tennessee, Inc.

(Title and Name of Contracting Party)

May 31, 2018

(Date)

Chapter No. 817 (HB0261/SB0377). "Iran Divestment Act" enacted.
Vendor Disclosure and Acknowledgement

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

(SIGNED)

Tommy Satterfield

(PRINTED NAME)

Tommy Satterfield

(BUSINESS NAME)

BlueCross BlueShield of Tennessee, Inc.

(DATE)

May 31, 2018

For more information, please contact the State of Tennessee, Central Procurement Office
<https://www.tn.gov/general-services/procurement/central-procurement-office-cpo/library/public-information-library.html>

ADDENDUM NO. 1

BID NUMBER: 305127

BID TITLE: Stop Loss Insurances

DEPARTMENT: Human Resources

COMMODITY: Insurance

DATE OF ADDENDUM: May 25, 2018

BID DUE DATE: May 31, 2018

BID DUE TIME: 2:00 p.m., e.s.t.

REASON: ANSWERS TO QUESTIONS

(SIGNED): Thos A. Scatterfield (DATE): 6/13/18

(COMPANY): BlueCross BlueShield of Tennessee

Please sign one (1) copy of this page and return it with your bid to the Purchasing Department, Attn: D Keylon, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402.

Retain a copy for your file.

ADDENDUM NO. 2

BID NUMBER: R305127

BID TITLE: STOP LOSS INSURANCE

DEPARTMENT: Human Resources

COMMODITY: Insurance

DATE OF ADDENDUM: May 30, 2018

ORIGINAL BID DUE DATE AND TIME: May 31, 2018, 2:00 p.m., e.s.t.

REVISED BID DUE DATE AND TIME: June 5, 2018, 2:00 p.m., e.s.t.

REASON: DEADLINE HAS BEEN EXTENDED TO ALLOW MORE RESPONSE TIME

(SIGNED): Ther A Satterfield (DATE): 6/13/18

(COMPANY): BlueCross BlueShield of Tennessee

Sign one (1) copy of this page and return it with your bid to the Purchasing Department, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402, Attn: BID #R305127 Stop Loss Insurance.

Retain a copy for your file.

ADDENDUM NO. 3

BID NUMBER: R305127

BID TITLE: STOP LOSS INSURANCE

DEPARTMENT: Human Resources

COMMODITY: Insurance

DATE OF ADDENDUM: June 5, 2018

ORIGINAL BID DUE DATE AND TIME: May 31, 2018, 2:00 p.m., e.s.t.

REVISED BID DUE DATE AND TIME: June 11, 2018, 2:00 p.m., e.s.t.

REASON: DEADLINE HAS BEEN EXTENDED - SINGLE BID RECEIVED

(SIGNED): Ther A. Setfield (DATE): 6/13/18

(COMPANY): Bleed Cross BlueShield of Tennessee

Sign one (1) copy of this page and return it with your sealed bid to the Purchasing Department, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402, Attn: BID #R305127 Stop Loss Insurance.

Retain a copy for your file.



City of Chattanooga

Mayor Andy Berke

June 13, 2018

Mr. Brent Messer
Chief Information Officer
Information Technology Department
1100 Market St. Suite 300
Chattanooga, TN 37402

Subject: R169327 – New Blanket Contract – Facility Security Equipment, Systems and Services – Information Technology Department

Dear Mr. Messer:

Council approval is recommended to award new blanket contract as needed by the Information Technology Department. The contract term will be for twelve (12) months ending June 30, 2019 with the option for two (2) additional twelve (12) month renewals. The estimated expenditure for this contract is \$500,000.00 per year.

This contract will utilize the National Joint Powers Alliance NJPA contract no. 031517-CTL with Convergent Technologies LLC. The effective date of the contract was June 30, 2017 and will expire June 30, 2021. A copy of the NJPA contract is attached. The city blanket contract term will be July 1, 2018 and end June 30, 2019, to coincide with the NJPA contract.

I recommend awarding this contract to Convergent Technologies 4395 Nicole Drive, Lanham, MD, 20706 based on, the NJPA cooperative purchase stated above, for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward
Director of Purchasing

BW/mh
Attachments

Convergent Technologies, 4395 Nicole Drive, Lanham, MD 20706

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 031517-CTL

Proposer's full legal name: Convergent Technologies LLC

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be June 30, 2017 and will expire on June 30, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:



NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)



NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coquette
(NAME PRINTED OR TYPED)

Awarded on June 29, 2017

NJPA Contract # 031517-CTL

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name Convergent Technologies LLC

Authorized Signatory's Title General Manager



VENDOR AUTHORIZED SIGNATURE

Vincent Piau
(NAME PRINTED OR TYPED)

Executed on 19th July, 2017

NJPA Contract # 031517-CTL

Convergint TECHNOLOGIES

Making a Daily Difference

1420 Donelson Pike Suites A10 & A11
phone 615.915.2780 mobile 615.904-4232
stuart.gleason@convergint.com

10 April 2018

Subject: Quote Certification

Ref: Chattanooga Police Department Quotation: SG01106992P

Dear Valued National Joint Powers Alliance Member:

Thank you for your consideration in utilizing Convergint Technologies' NJPA cooperative contract: 031517-CTL. Each contract in the NJPA portfolio has been, competitively solicited procurement and contract process that is not only valued by members but meets or exceeds local requirements—offering exceptional products and services.

Convergint Technologies has conducted a quote compliance review to ensure this quote is compliant under the terms of our NJPA contract. Convergint thereby certifies that all material and labor quoted is on our contract (031517-CTL) for the Chattanooga Police Department Quotation: SG01106992P.

Please feel free to reach out to your NJPA representatives for Contract Related Questions - Kelly Pearson, Contract Administrator at 218-895-4139 or Kelly.Pearson@NJPAcoop.org or Kim Wudinich, Contract Administration Specialist at 218-894-5485 or kim.wudinich@njpacoop.org

Thank you for the opportunity to support the Chattanooga Police Department.

Sincerely,



Stuart Gleason
Business Development Manager

NOTE: All discounts will be applied to the then current manufacturers MSRP price.

Not to Exceed Pricing: Product and Support Discounts provided are a minimum discount offered from the then current MSRP Price and Labor Rates represent the maximum allowable price. Additional discounts may be offered based on factors including, but not limited to location or purchase quantity.

NOTE: Taxes are not included and will be added based on the location of the contract during proposal development if applicable

NOTE: Prevailing Wages are excluded, but will be priced where required at an increase not to exceed 25%

NOTE: Union Rates not included, but will be priced where required at an increase not to exceed 25%

NOTE: Shipping/Freight to be priced at the quote level and is not included in our price catalogue

NOTE: Convergent's Warrantaty policy on hardware and software follows the applicable manufacturer's warranty policy

NOTE: Convergent's Warrantaty policy on workmanship is one year

NOTE: Convergent's restocking fee policy follows our manufacturers restocking policies

NOTE: Product pricing will be discounted based on manufacturers current price catalogues

NJPA	
Effective Date: 26 September 2017	
Manufacturer	Discount off MSRP
<u>3VR</u>	18.40%
<u>Aiphone</u>	28.60%
<u>Alertus</u>	1.06%
<u>Altronix</u>	28.60%
<u>AMAG</u>	
Category A	8.20%
Category B	2.00%
<u>American Dynamics</u>	24.52%
<u>Arecont</u>	20.44%
<u>Avigilon</u>	13.30%
<u>Axis</u>	1.06%
<u>Bosch</u>	28.60%
<u>Briefcam</u>	3.10%
<u>Brivo</u>	24.52%
<u>Code Blue Communications</u>	5.14%
<u>Commend</u>	28.60%
<u>Comnet</u>	26.56%
<u>DMP</u>	28.60%
<u>EST</u>	13.30%
<u>ExaqVision</u>	13.30%
<u>FLIR</u>	6.16%
<u>Genetec</u>	8.20%
<u>Honeywell</u>	
Category A	15.34%
Category B	1.06%
<u>IndigoVision</u>	13.30%
<u>Infinias</u>	19.42%
<u>Inovonics</u>	3.10%
<u>Lenel</u>	5.14%
<u>LifeSafety Powers</u>	13.30%
<u>Milestone</u>	8.20%
<u>OnSSI</u>	1.06%
<u>Open Options Access</u>	30.64%
<u>Orion Image</u>	13.30%
<u>Panasonic</u>	28.60%
<u>Pelco</u>	27.58%
<u>Razberi</u>	30.64%
<u>Safety Technology</u>	23.50%

<u>Samsung</u>	34.72%
<u>Shooter Detection</u>	3.10%
<u>Silent Knight</u>	28.60%
<u>SmarterSecurity</u>	2.08%
<u>Software House</u>	
<u>Category B</u>	24.52%
<u>Category C</u>	1.40%
<u>Category D</u>	2.08%
<u>Category E</u>	2.08%
<u>Space Age</u>	28.60%
<u>Total Recall</u>	23.50%
<u>Traka</u>	2.08%
<u>Verint</u>	8.20%
<u>Video Insight</u>	15.34%
<u>Windy City Wire</u>	28.60%
Labor Categories	Discount Percentage off MSRP
Installer	25.54%
Project Foreman	25.54%
Specialist	25.54%
Project Manager	25.54%
Engineer	25.54%
CAD/Drafter	25.54%
Program Manager	25.54%
Service Coordinator	25.54%
Service Manager	25.54%
Service Technician	25.54%
Software Engineer	25.54%
Subject Matter Expert (SME)	25.54%
Professional Services	25.54%

NOTES: Product listing and pricing will be updated periodically to reflect manufacturer changes.

NOTE: Per standard policy, all pricing is presented as a discount from MSRP (all hardware, software, services, and professional services). The items contained within the catalogue provided serves as only a representative sample of the scope of products and services to be offered on contract. Any omissions of products or related services, such as cloud services, training, and professional services, are not to be considered “out of scope” or “listed as free in order to be offered”.