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**TUESDAY, JULY 17, 2018**  
**CITY COUNCIL REVISED AGENDA**  
**6:00 PM**

- I. Call to Order.
- II. Pledge of Allegiance/Invocation (Councilman Henderson).
- III. Minute Approval.
- IV. Special Presentation.
- V. **Ordinances – Final Reading:**

**PLANNING**

- a. 2018-106 ASA Engineering (R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 109 Guild Street, more particularly described herein, from R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, subject to certain conditions. (District 1) (Recommended for approval by Planning and Staff)
- b. 2018-107 Zachery S. Darnell (R-1 Residential Zone to R-3MD Moderate Density Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 4510 Old Mission Road and 140 Sequoia Drive, more particularly described herein, from R-1 Residential Zone to R-3MD Moderate Density Zone, subject to certain conditions. (District 5) (Recommended for approval by Planning and recommended for denial by Staff)
- c. 2018-101 Russell Bigham (R-1 Residential Zone to R-3 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 3204 Harrison Pike, more particularly described herein, from R-1 Residential Zone to R-3 Residential Zone. (District 5) (Recommended for approval by Planning and Staff)

- d. [2018-095 John Wise \(U-CIV-6 Urban Civic Zone 6 Stories Maximum Height to U-CX-4 Urban Commercial Mixed Use Zone 4 Stories Maximum Height\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 1791 and 1795 Reggie White Boulevard, more particularly described herein, from U-CIV-6 Urban Civic Zone 6 Stories Maximum Height to U-CX-4 Urban Commercial Mixed Use Zone 4 Stories Maximum Height, subject to certain conditions. \(District 7\) \(Recommended for approval by Planning and Staff\) \(Revised\)](#)
- e. [2018-100 J. Stephen Rich \(R-2 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 3900 Calhoun Avenue, more particularly described herein, from R-2 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(District 7\) \(Recommended for approval by Planning and Staff\)](#)
- f. [2018-065 Chattanooga Neighborhood Enterprise c/o Bob McNutt \(R-1 Special Zone to UGC Urban General Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1715 Union Avenue, more particularly described herein, from R-4 Special Zone to UGC Urban General Commercial Zone, subject to certain conditions. \(District 9\) \(Recommended for approval by Planning and Staff\) \(Deferred from 5/8/2018\)](#)

## **PUBLIC WORKS AND TRANSPORTATION**

### **Transportation**

- g. [MR-2018-086 McCallie School % Thomas Hayes \(Abandonment\). An ordinance closing and abandoning the 1100 block of Kyle Street, 1000 and 1100 blocks of Lewis Street, 1000 and 1100 blocks of Woodward Avenue, 800 block of Kyle Street, 2600-2900 blocks of Anderson Avenue, 2600-2900 blocks of Bennett Avenue, and unopened alley rights-of-way located between Bennett Avenue and East 12<sup>th</sup> Street and Lewis Street, and the currently closed alley \(closed by Case No. MR-2013-007\), as detailed on the attached map to allow for future growth of McCallie School, subject to certain conditions. \(District 9\) \(Recommended for approval by Transportation and Planning\)](#)

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

VII. **Resolutions:**

## **ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. [A resolution declaring surplus of property located at 105 Cedar Lane, identified as Tax Map No. 148P-A-040. \(District 5\)](#)

- b. A resolution authorizing the Mayor to enter into a Donation Agreement, in substantially the form attached, with the Chattanooga Metropolitan Airport Authority, a registered non-profit, and to execute any related documents between the City of Chattanooga and the Chattanooga Metropolitan Airport Authority for the conveyance of property located at 105 Cedar Lane, identified as Tax Map No. 148P-A-040. (District 5)
- c. A resolution authorizing the Mayor to execute a Third Amendment to Lease with East Nooga, LLC, in substantially the form attached, for approximately 11,405 square feet of senior activity meeting space in a portion of Eastgate Town Center at 5600 Brainerd Road for an additional term of one (1) year for the amount of \$6,158.70 per month, for a total amount of \$73,904.40 per year. (District 6)
- d. A resolution authorizing the Mayor to execute the First Agreement to Exercise Option to Renew with The House of Ruth, Inc., in substantially the form attached, for parcels located at Tax Map No. 167C-B-015, 167C-B-016, and 167C-B-017, with assigned addresses of 4327 Oakland Avenue, 4333 Oakland Avenue, and 511 W. 45th Street, at the rate of \$1.00 per year, for an additional term of one (1) year, with the parking to be used by the members of the Greater St. John Missionary Baptist Church and for charitable purposes as authorized by the Lessee's Board of Directors. (District 7)
- e. A resolution authorizing the Mayor to execute a First Amendment to Lease Agreement, in substantially the form attached, with the Cincinnati, New Orleans and Texas Pacific Railway Company for the continued operation of a 0.77 acre park, identified as Riverside Park located at 1004 Crutchfield Street, Tax Parcel No. 136C-G-001, for an amount of \$600.00 per year subject to an annual increase based upon the consumer price index. (District 8)

**INFORMATION TECHNOLOGY**

- f. A resolution authorizing the Chief Information Officer (CIO) to execute a blanket contract with KCI Technologies to be a provider of software, licensing, technology support, and professional services associated with City Works Managed Hosted Solution City-wide, for the period of one (1) year, with the option to renew for two additional years, beginning July 18, 2018 through July 17, 2019, in the amount of \$130,732.19 and for an amount not to exceed \$235,000.00 the first year.

**LEGAL**

- g. A resolution authorizing the award of a contract to Griffin and Strong PC 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. (Deferred from 7/3/18) (Sponsored by Councilman Gilbert)

- h. A resolution authorizing the Office of the City Attorney to engage the various law firms listed below for legal services in general litigation matters; corporate, transactional, intellectual property & administrative matters; labor & employment matters; and government relations matters for the period of July 1, 2018 through June 30, 2019. (Revised)

## **PUBLIC WORKS AND TRANSPORTATION**

### **Public Works**

- i. A resolution authorizing the Administrator for the Department of Public Works to enter into year two (2) of a possible five (5) year agreement with Material Matters, Inc. for professional services related to the Biosolids Data Management System and all services listed therein, for an amount not to exceed \$44,925.00 annually.

### **Transportation**

- j. A resolution authorizing the Administrator for the Department of Transportation to enter into an agreement with Shift Transit to continue management of the bike ambassadors and oversee bike Chattanooga system expansion with the remaining \$57,700.00 in grants from the Lyndhurst Foundation and Friends of Outdoor Chattanooga. (Added by permission of Chairman Smith and Councilman Mitchell)

## **YOUTH AND FAMILY DEVELOPMENT**

- k. A resolution authorizing the Administrator for the Department of Youth and Family Development to contract with the listed child care programs to provide Head Start and Early Head Start services for 200 children, for an amount not to exceed \$967,733.00.
- l. A resolution authorizing the Administrator for the Department of Youth and Family Development to contract with the listed child care programs to provide Head Start/Child Care Partnership services for 150 children, for an amount not to exceed \$1,506,644.00.
- m. A resolution authorizing the Administrator for the Department of Youth and Family Development to accept up to \$130,000.00 from the Smart Cities Venture Fund of which \$30,000.00 will leverage a previously received grant from National League of Cities and \$100,000.00 will leverage the Pritzker Fellowship Grant.
- n. A resolution authorizing the Administrator for the Department of Youth and Family Development to accept a two (2) year \$150,000.00 award from the Pritzker Children's Initiative to be expended in services to a Pritzker Prenatal to Three Fellow.

VIII. Purchases.

IX. Other Business.

**Revised Agenda for Tuesday, July 17, 2018**

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- X. Committee Reports.
- XI. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.
- XII. Adjournment.

**TUESDAY, JULY 24, 2018**  
**CITY COUNCIL AGENDA**  
**6:00 PM**

1. Call to Order.
2. Pledge of Allegiance/Invocation (Councilman Mitchell).
3. Minute Approval.
4. Special Presentation.
5. **Ordinances – Final Reading: (None)**
6. **Ordinances – First Reading: (None)**
7. **Resolutions:**

**COUNCIL OFFICE**

- a. [A resolution authorizing the waiver of all fees for “Bridge Christian Church Movies in the Park at Dark” event at Heritage Park on Friday, August 10, 2018, for the total amount of \\$925.00. \(District 4\)](#)
- b. [A resolution authorizing the waiver of all fees for “Bridge Christian Church Movies in the Park at Dark” event at Heritage Park on Friday, September 21, 2018, for the total amount of \\$925.00. \(District 4\)](#)

**PUBLIC WORKS AND TRANSPORTATION**

**Public Works**

- c. [A resolution authorizing the approval of Change Order No. 1 \(Final\) for Curl Construction and Excavating, LLC of Wartrace, TN, relative to Contract No. W-12-018-201, Agawela Drive Stream Restoration Project, for a decreased amount of \\$75,534.21, to release the contingency amount of \\$90,000.00, for a revised contract amount of \\$824,086.79. \(District 5\)](#)
- d. [A resolution authorizing the approval of Change Order No. 2 \(Final\) for Layne Inliner, LLC of Orleans, IN, relative to Contract No. W-12-028-201, Rehabilitation of Dobbs Branch 3 Sub-Basin, a Consent Decree related project, for a decreased amount of \\$148,850.25, to release the contingency amount of \\$40,000.00, for a revised contract amount of \\$2,991,489.04. \(Districts 8 & 9\)](#)

- e. A resolution authorizing the approval of Change Order No. 1 (Final) for Thomas Brothers Construction Company, Inc. of Hixson, TN, relative to Contract No. S-11-001-201, Highland Park (Anderson Avenue) Green Infrastructure Demonstration Project, a Consent Decree related project, for a decreased amount of \$112,172.42, to release the contingency amount of \$76,527.50, for a revised contract amount of \$1,801,008.06. (Districts 8 & 9)
- f. A resolution authorizing the Administrator for the Department of Public Works to accept a donation from the North Chickamauga Creek Conservancy (NCCC) for the purchase and installation of historical signage for the Snitemann Cabin within Greenway Farm Park, for an amount not to exceed \$1,100.00.

**Transportation**

- g. A resolution authorizing the Administrator for the Department of Transportation to enter into a Partnership Agreement with Lawson Electric Company, Inc., Project No. T-18-001-811, for the Walnut Street Hotel located at 102 Walnut Street and to accept a contribution of \$20,237.84 towards the cost of eight (8) pedestrian light poles, luminaires, conduits, and installation. (District 7)
  - h. A resolution authorizing the Administrator for the Department of Transportation to enter into a Partnership Agreement with Seaford Investments, LLC, Project No. T-18-001-812, for the Moxy Hotel located at 1220 King Street and to accept a contribution of \$17,708.11 towards the cost of seven (7) pedestrian light poles, luminaires, conduits, and installation. (District 8)
  - i. A resolution authorizing the Administrator for the Department of Transportation to enter into a Partnership Agreement with Adman Electric Company, Inc., Project No. T-18-001-810, for Erlanger Children's Hospital Outpatient Center located at 900 East 3<sup>rd</sup> Street and to accept a contribution of \$30,356.76 towards the cost of twelve (12) pedestrian light poles, luminaires, conduits, and installation. (District 8)
  - j. A resolution authorizing the Administrator for the Department of Transportation to renew Contract No. T-16-002-201 with Remac, Inc. and Jarrett Builders, Inc., Citywide Crack Seal and Bituminous Surface Treatment, and to enter into two (2) one (1) year blanket contracts for crack seal services for both professional firms, for an estimated amount of \$150,000.00.
- 8. Purchases.
  - 9. Other Business.
  - 10. Committee Reports.
  - 11. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.

**Revised Agenda for Tuesday, July 17, 2018**

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12. Adjournment.



Proposed City Council Purchases 7-17-18

DEPARTMENT REQUISITION NO.	ITEM DESCRIPTION	BIDS REQUESTED	BIDS RETURNED	LOWEST/BEST BIDDER	COST	FUND NAME	NOTES
R171941 Public Works	New Blanket Contract for Sewer Treating Chemicals, Waste Resource Division, Public Works Department	-	-	CHEMSEARCH 2727 Chemsearch Blvd. Irving, TX 75062	Estimated \$50,000. Annually	Interceptor Sewer Operations	New Blanket Contract for Sewer Treating Chemicals - Waste Resource Division - Public Works Department. The contract is for twelve (12) months with the option to renew for two (2) additional twelve (12) month terms. TCA 6-56-304.2 allows for this single source purchase.
R172151 Public Works	New Blanket Contract for Bulk Fuel, Top and/or Side Loading Tankers, Fleet Management Division, Public Works Department	8	2	JAT Oil Inc 600 West Main Street Chattanooga, TN 37402	Estimated \$1,000,000 Annually	General Fund	New Blanket Contract for Bulk Fuel, Top and/or Side Loading Tankers - 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. There were eight (8) direct bid solicitations and we received two (2) responses in the publicly advertised bid proceedings. JAT Oil Inc. was the best bid meeting specifications.
PO 534083 & PO 534084 Public Works	Blanket Contract Renewal for VFD, DCD & Electronic Board Service, Waste Resource Division, Public Works Department	16	7	Tekwell Services LLC 1301 Galway Street Knoxville, TN 37917 and Rome Electric Motor Works, Inc. 36 Westside Industrial Blvd Rome, GA 30165	Estimated \$80,000. Annually	Interceptor Sewer Operations	Blanket Contract Renewal PO Nos. 534083 & 534084 for VFD, DCD & Electronic Board Service - Waste Resource Division, Public Works Department. The City of Chattanooga is renewing the third (3rd) and last contract renewal option for twelve (12) months through August, 2019. There were sixteen (16) direct bid solicitations and we received seven (7) responses in the publicly advertised bid proceedings.
PO 538811 Public Works	Blanket Contract Renewal for Traffic Control Services, Waste Resource Division, Public Works Department	7	1	T.R. Moore & Associates, Inc. 830 McCallie Avenue Chattanooga, TN 37403	Estimated \$60,000. Annually	Interceptor Sewer Operations	Blanket Contract Renewal PO 538811 for Traffic Control 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 July, 2019. There were seven (7) direct bid solicitations and we received one (1) responses in the publicly advertised bid proceedings.
PO 539036 Public Works	Blanket Contract Renewal for Sedans, SUVs, Vans & Light Trucks - Fleet Management Division, Public Works Department	47	2	Ford of Dalton 925 Shugart Road Dalton, GA 30722	Estimated \$2,000,000. Annually	General Fund	Blanket Contract Renewal PO 539036 for Sedans, SUVs, Vans & Light Trucks - Fleet Management - Public Works Department. The City of Chattanooga is renewing the second (2nd) and last contract renewal option for twelve (12) months through July, 2019. There were forty-seven (47) direct bid solicitations and we received two (2) responses in the publicly advertised bid proceedings. Additionally, the vendor name will be changed from Brooker Ford, Inc., to Ford of Dalton.

PO 539206 Public Works	Blanket Contract Renewal for Swimming Pool Chemicals, Facilities Management, Public Works Department	18	2	Pro Chemical Products 702 East 13th Street Chattanooga, TN 37408	Estimated \$31,000. Annually	General Fund	Blanket Contract Renewal PO 539206 for Swimming Pool Chemicals - Facilities Management - Public Works Department. The City of Chattanooga is renewing the second (2nd) and last contract renewal option for twelve (12) months through July, 2019. There were eighteen (18) direct bid solicitations and we received two (2) responses in the publicly advertised bid proceedings.
PO 544335 Public Works	Blanket Contract Renewal for Manhole Components, City Wide Services, Public Works Department	5	1	Acheson Foundry & Machine Works Co. 511 West 38th Street Chattanooga, TN 37409	Estimated \$100,000. Annually	General Fund	Blanket Contract Renewal PO 544335 for Manhole Components - City Wide Services - Public Works Department. The City of Chattanooga is renewing the first (1st) renewal option for twelve (12) months through July, 2019. There were five (5) direct bid solicitations and we received one (1) responses in the publicly advertised bid proceedings.
PO 544344 Public Works	Blanket Contract Renewal for Traffic Barricades, City Wide Services, Public Works Department	8	1	A-1 Barricades, Inc. 624 Snow Street Chattanooga, TN 37405	Estimated \$100,000. Annually	General Fund	Blanket Contract Renewal PO544344 for Traffic Barricade - City Wide Services - Public Works Department. The City of Chattanooga is renewing the first (1st) renewal option for twelve (12) months through July, 2019. There were eight (8) direct bid solicitations and we received one (1) responses in the publicly advertised bid proceedings.
R167767 Public Works	New Blanket Contract for HVAC Service, Repairs, Equipment & Installation, Facilities Management Division, Public Works Department	10	4	W.J. O'Neil Company 500 W. 26th Street Chattanooga, TN 37408	No Charge	General Fund	New Blanket Contract for HVAC Service, Repairs, Equipment & Installation - Facilities 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. There were ten (10) direct bid solicitations and we received four (4) responses in the publicly advertised bid proceedings. This blanket contract is a third award, in addition to two approved on July 3, 2018. The total spend will not charge.
R173030 Office of the Mayor	Purchase R173030 of Socrata Data Platform; Software, Support & Maintenance - Office of the Mayor	-	-	Socrata Inc. 705 5th Avenue S, Suite 600 Seattle, WA 98104	\$71,588.10	General Fund	Purchase of R173030 for Socrata Data Platform; Software, Support & Maintenance - Office of the Mayor. This purchase, from Socrata, is required to support the system currently utilized by the Mayor's Office.
PO 544554 Police Department	Blanket Contract Renewal for Sig Sauer Pistols, Chattanooga Police Department	-	-	Accurate Law Enforcement 8562 Summer Avenue Memphis, TN 38122	Estimated \$25,000. Annually	General Fund	Blanket Contract Renewal of PO544554 for Sig Sauer Pistols - Chattanooga Police Department. The City of Chattanooga is renewing the first (1st) renewal option for twelve (12) months through July, 2019, with one renewal option remaining. This is a Single Source purchase exempted from the usual advertising and bidding requirements.



# City of Chattanooga

Mayor Andy Berke

July 11, 2018

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

**Subject: 171941 / 305155 – Sewer Treating Chemicals – Waste Resource Division –  
Public Works Department**

**Dear Mr. Holland:**

**Council approval is recommended to issue a blanket contract for Sewer Treating Chemicals, Waste Resource 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.**

**This Single Source purchase from Chemsearch is required for Waste Resource Division to maintain the Sewer system. Sole source documents from Chemsearch are attached to this document.**

**Chemsearch, a division of NCH Corporation is the owner, manufacturer and sole distributor of the sewer treating chemicals, and is exclusively sold by their own sales force to the end users of the products. TCA 6-56-304.2 allows this Single Source purchase exempted from the usual advertising and bidding requirements.**

**Vendors**

**Chemsearch**

**Page 2**  
**Sewer Treating Chemicals**

**I recommend awarding the blanket contract for Sewer Treating Chemicals to Chemsearch, 2727 Chemsearch Blvd, Irving, TX 75062, as the best complete bid meeting specifications for the City of Chattanooga.**

**Respectfully yours,**

A handwritten signature in cursive script that reads "Bonnie Woodward".

**Bonnie Woodward**  
**Director of Purchasing**

**BW/mlm**

**Attachments**

<b>Requisition:</b>		171941		<b>Chemsearch</b>	
<b>Bid #:</b>		305155			
<b>Description:</b>		<b>Sewer Treating Chemicals</b>			
<b>Item #</b>	<b>Item Description</b>	<b>UOM</b>	<b>Unit Price</b>	<b>Qty.</b>	<b>Extended Price</b>
1	Cast Out (Copyrighted); No exceptions Do Not Substitute, #10194841, 2 x 2.5 gal	Gallon	\$ 49.15	154	\$ 7,569.10
2	Citra Flow; #12071918, 2 x 2.5 gal Free Flow Liquid (Copyrighted); No exceptions Do Not Substitute, #12026220, 2 x 2.5 gal	Gallon	\$ 68.50	107	\$ 7,329.50
3	Free Flow Liquid Plus (Copyrighted); No exceptions Do Not Substitute, #12026238, 2 x 2.5 gal	Gallon	\$ 64.05	120	\$ 7,686.00
4	ND-66; #10044433, 50 lb Case	Gallon	\$ 64.05	120	\$ 7,686.00
5	Premalube Xtreme Green #1; #12053397, 48/case	Pound	\$ 8.65	810	\$ 7,006.50
6	Sewer Treating Chemicals Not Otherwise Listed; 0 % Net, Sell Products at MSRP	Case	\$ 526.95	14	\$ 7,377.30
7		Each		500	
<b>Totals:</b>					44,654.40

**Chemsearch**  
**2727 Chemsearch Blvd**  
**Irving, TX 75062**



May 25, 2018

Subject: Single Source Certification

To Whom It May Concern:

NCH Corporation is the manufacturer and sole distributor of our products. In regard to our products listed below, they are manufactured according to our QC guidelines and under our ISO protocols. The products are sold exclusively through our own sales force to the end users of the product.

FREE-FLOW LIQUID  
CITRA FLOW  
ND-66  
CAST OUT  
PREMALUBE XTREME GREEN

I hope that this information is helpful but if you need further assistance please call me at your convenience at 800-527-9919, extension 2020.

Sincerely,

Rich Haupt  
Technical Services Chemist

CHATTANOOGA PURCHASING DIVISION  
SOLE SOURCE JUSTIFICATION FORM

Sole source purchases are goods and services available from only one supplier, and cannot be procured through the competitive bidding process because of the existence of a single source of supply, or other reason below. Justification for this basis must be provided, per purchase order.

Description of item/service, its function and cost estimate \$ 35,000  
Chemicals used to treat + disinfect raw sewage + a grease burning agent.

This is a sole source vendor because:

- Sole provider of proprietary rights, and/or is a licensed or patented good or service.
- Sole provider of items that are repair parts of or upgrades to existing equipment/systems.
- Sole provider of factory-authorized warranty service.
- Sole provider with specialized facilities or technical competence.
- Sole provider of unique equipment or products not offered by others.

Please attach the suggested vendor's letter stating the reasons that it is considered a sole source for the product/service. - attached.

What steps were taken to verify that these features are not available elsewhere?  
(Attach any additional explanation)

Other brands/manufacturers were examined (List specific company names, phone numbers and contact names, and explain why there were not suitable) Prior blanket Purchase Orders # 526059 + # 526068 issued to low bidders were ineffective.

Other vendors were contacted (List specific company names, phone numbers and contact names, and explain why these were not suitable).

What specific feature makes this item unique and why is this feature needed for your project?

Suggested Vendor: ChemSearch

Department: Public Works Contact: Eric Emry x7443

My department's recommendation for sole source is based upon an objective review of the good/service being required and appears to be in the best interest of the City.

[Signature]  
Department Head's Signature

6-14-08  
Date



# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 28-JUN-18 at 2:00 PM

**BID NUMBER: 305155**

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition / Bid No. : 171941 / 305155 Ordering Dept.: Waste Resource Division, Public Works Buyer: Mark McKeel Phone No.: 423-643-7236 Items Being Purchased: Sewer Treating Chemicals ATTACHMENTS: 1. Specifications (2 pages) 2. Affirmative Action Plan (2 pages) 3. Iran Divestment Act Disclosure (1 page) 4. No Contact / No Advocacy Notcie (1 page) City of Chattanooga (COC) Terms and Conditions posted on Website <a href="http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions</a> If you can't download call buyer for a copy. This Shall Be A Twelve (12) Month Blanket Contract To Supply and Deliver Sewer Treating Chemicals for the Waste Resource Division. 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 MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT *** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON JUNE 28, 2018 *** PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (305155) ON OUTSIDE PACKAGING 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. 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 ar enot intended to be restrictive. Bids will be considered for					

**CHEMSEARCH, A DIV. OF NCH CORP.**  
**P.O. BOX 152170**  
**IRVING, TEXAS 75015-2170**

ORIGINAL

# BID SOLICITATION



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

<b>BID OPENING DATE AND TIME:</b> 28-JUN-18 at 2:00 PM
<b>BID NUMBER:</b> 305155
<b>BUYER:</b> <b>PHONE #:</b> (423) 643-7230 <b>DELIVERY REQUIRED:</b>

**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.

<b>V E N D O R</b>	RFQ
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<b>M A I L T O</b>	City of Chattanooga 101 East 11th Street, Suite G13 Chattanooga, TN 37402
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Item	Class-Item	Quantity	Unit	Unit Price	Total
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 <u>CHEMSEARCH</u> Address <u>2727 Chemsearch Blvd</u> <u>Irving TX 75062</u> Phone/Toll-Free No. <u>800-527-9921</u> Fax No. <u>972-438-0634</u> eMail Address <u>Chemsearch.BidDepartment@nch.com</u> Contact Person's Name <u>Toni L. Boyd or Dave McInturff</u> Estimated Delivery <u>5-7 days A/R/O</u> Minority Owned Business _____ Small Business _____ Veteran _____ Minority Woman-Owned Business _____ Disabled Veteran _____ Woman-Owned Business _____ <u>n/a</u> **** 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: NET 30 days

TELEPHONE NUMBER: 800-527-9921

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

COMPANY: CHEMSEARCH

SIGNATURE: Toni Boyd

NAME AND TITLE: Toni Boyd  
Corporate Bid Manager

# BID SOLICITATION



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

<b>BID OPENING DATE AND TIME:</b> 28-JUN-18 at 2:00 PM  <b>BID NUMBER: 305155</b>
<b>BUYER:</b> PHONE #: (423) 643-7230 <b>DELIVERY REQUIRED:</b>

**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.

<b>V E N D O R</b>	RFQ
--	-----

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Cast Out (Copyrighted) No exceptions Do Not Substitute # 10194841 2x2.5gal	154	Gallon	\$49.15	\$7,569.10
2	Citra Flow #12071918 2x2.5gal	107	Gallon	\$68.50	\$7,329.50
3	Free-Flow (Copyrighted) No exceptions Do Not Substitute LIQUID # 12026220 LIQUID PLUS # 12026238 2x2.5gal	120	Gallon	\$64.05	\$7,686.00
4	ND-66 50 LB CASE # 10044433	810	Pound	\$8.65	\$7,006.50
5	Premalube Xtreme Green #1 48/cS #12053397	14	Case	\$526.95	\$7,377.30
6	Sewer Treating Chemicals not otherwise listed; 0 % Markup We do not "mark up". We sell our products at the MSRP; Freight is included in all pricing listed.	500	Each	\$	—

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: NET 30  
TELEPHONE NUMBER: 800-527-9921

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

COMPANY: CHEMSEARCH  
SIGNATURE: Toni L. Boyd  
NAME AND TITLE: Toni L. Boyd  
Corporate Bid Manager

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)

Toni L. Boyd

(PRINTED NAME)

Toni L. Boyd

(BUSINESS NAME)

CHEMSEARCH

(DATE)

July 5th, 2018

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](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)

**PAYMENT TERMS  
FOR WASTE RESOURCES DIVISION  
June 2018**

**1. PAYMENT OF SERVICES**

- 1.1. The City will make payment to the Vendor according to the City's normal policies and procedures.
- 1.2. 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.
- 1.3. Vendor's Invoice must list a valid E-Mail Address for billing questions and inquiries.
- 1.4. 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.
- 1.5. 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 units of measure used on invoice should match units of measure bid. The Vendor shall not invoice the City for any item that does not correspond to a line on the Purchase Order.
- 1.6. 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.
- 1.7. Markup will be calculated as the following example:

If the part costs vendor \$100.00,  
and the Markup on contract is 10%,  
City will reimburse Vendor \$110.00.
- 1.8. 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.

- 1.9. Vendor's Invoices that are billed inaccurately, incompletely, or otherwise unprocessable are not considered valid.
- 1.10. 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.
- 1.11. 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.
- 1.12. Accurate Invoices, with all appropriate backup documentation, shall be sent to:

City of Chattanooga  
Attn: Accounts Payable Division  
101 East 11<sup>th</sup> Street, Suite 101  
Chattanooga, TN 37402  
[acctspayable@chattanooga.gov](mailto:acctspayable@chattanooga.gov)

and copy sent to:

Moccasin Bend Wastewater Treatment Plant  
455 Moccasin Bend Road  
Chattanooga, TN 37405  
[MBacctspayable@chattanooga.gov](mailto:MBacctspayable@chattanooga.gov)

## 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.

Tomil Boyle

(Signature of Contractor)

Corporate Bid Manager

CHEMSEARCH, a division of NCH Corporation

(Title and Name of Construction Company)

July 5th, 2018

(Date)



**No Contact/No Advocacy**

**Notice Receipt**

City of Chattanooga  
Purchasing Division

**For Submission with Sealed Bid Solicitation Responses:**

Toni L. Boyd

(Vendor Agent name), states that:

(I) He~~(She)~~ is the owner, partner, officer, representative, or agent of Chemsearch, a  
division of NCH Corporation (Business name), the Submitter of the  
attached sealed solicitation response to Solicitation # 305155, 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:

Toni L. Boyd

Title: Corporate Bid Manager

Date: July 5th, 2018

Printed Name:

Toni L. Boyd



# City of Chattanooga

Mayor Andy Berke

July 11, 2018

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

Subject: 172151 / 305158 – Bulk Fuel, Top and/or Side Loading Tankers – Fleet Management Division – Public Works Department

Dear Mr. Holland:

Council approval is recommended to issue a blanket contract for Bulk Fuel, Top and/or Side Loading Tankers, 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 \$1,000,000.

The invitation to bid was sent to eight (8) 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.

Vendors

JAT Oil & Supply Inc.  
Sweetwater Valley Oil Company

I recommend awarding the blanket contract for Bulk Fuel, Top and/or Side Loading Tankers to JAT Oil & Supply Inc., as the best complete bid meeting specifications for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments

Requisition:	172151			Sweetwater Valley Oil Co.					
Bid #:	305158								
Description:	Bulk Fuel, Top and/or Side Loading Tankers			JAT Oil & Supply Inc					
Item #	Item Description	OPIS Price	Markup/Discount Posted Price	Qty.	Extended Price	OPIS Price	Markup/Discount Posted Price	Qty.	Extended Price
1	Unleaded Conventional 87 Octane	\$ 2.2203	\$ (0.0100)	15000	\$ 33,154.50	\$ 2.2152	\$ 0.0390	15000	\$ 33,813.00
2	Unleaded E10	\$ 1.9820	\$ 0.0300	15000	\$ 30,180.00	\$ 2.0063	\$ 0.0390	15000	\$ 30,679.50
3	Ultra Low Sulfur Diesel (ULSD)	\$ 2.1968	\$ 0.0400	300000	\$ 671,040.00	\$ 2.2190	\$ 0.0390	300000	\$ 677,400.00
4	B10 Diesel	\$ 2.1660	\$ 0.0600	10000	\$ 22,260.00	\$ 2.2050	\$ 0.0390	10000	\$ 22,440.00
5	Off-Road Diesel	\$ 2.1973	\$ 0.0400	10000	\$ 22,373.00	\$ 2.2238	\$ 0.0390	10000	\$ 22,628.00
Totals:					\$ 715,673.00				\$ 722,468.00

**JAT Oil, Inc**  
**600 West Main Street**  
**Chattanooga, TN 37402**

**Parman Energy Corporation**  
**7101 Cockrill Bend Blvd**  
**Nashville, TN 37209**

**Whitfield Oil Company**  
**222 Industrial Drive**  
**P.O. Box 155**  
**Chickamauga, GA 37070**

**Mansfield Oil**  
**1025 Airport Parkway SW**  
**Gainesville, GA 30501**

**Sweetwater Valley Oil**  
**4831 Bonny Oaks Drive**  
**Chattanooga, TN 37416**

**Hunter Oil Company**  
**2009 S. Highland Park Avenue**  
**Chattanooga, TN 37404**

**AmeriGas USA**  
**241 Signal Mountain Road, #A**  
**Chattanooga, TN 37405**

Date: June 21, 2018

Requisition No.: 172151

**PURCHASING DEPARTMENT  
101 EAST 11<sup>TH</sup> 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 11<sup>th</sup> Street, Suite G13,  
Chattanooga, TN 37402 until 2:00 P.M., EST. on July 5, 2018*

**Requisition / Bid No.: R172151 / 305158**

**Ordering Dept.: Fleet Management Division, Public Works**

**Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov**

\*\*\*\*\*

**Items Being Purchased: Bulk Fuel, Top and/or Side Loading**

\*\*\*\*\*

**\*\*\*REQUEST FOR BIDS MUST BE RECEIVED\*\*\***

**2:00 P.M., EST on July 5, 2018**

\*\*\*\*\*

**\*\*\*PRE-BID CONFERENCE WILL BE CONDUCTED\*\*\***

**10:00 A.M., EST on June 28, 2018 at Address Above**

\*\*\*\*\*

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:** JAT Oil Inc

**Mailing Address:** PO Box 5288

**City & Zip Code:** Chattanooga, TN 37406

**Phone/Toll Free No.:** 423-629-6611

**Fax No.:** 423-629-4459

**E-Mail Address:** wconroy@jataoil.com

**Contact Person:** Will Conroy

**Company Title:** VP

**Signature:** [Handwritten Signature]

**SPECIFICATIONS FOR BLANKET CONTRACT TO PROVIDE BULK FUEL  
FOR CITY OF CHATTANOOGA PUBLIC WORKS DEPARTMENT  
FLEET MANAGEMENT DIVISION  
June 2018**

**1.0 General**

**1.1 Scope of services**

The scope of services included in these specifications shall be to provide bulk fuel for the City of Chattanooga Public Works Department, Fleet Management Division. Any questions or comments related to the services described in these specifications may be directed to Mark McKeel, City of Chattanooga Purchasing Division, [mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov).

**1.2 Basis of bidding**

The Vendor shall submit two (2) copies of bid documents utilizing the attached Bid Form. Bids will be the amount of discount off vendor's posted price.

**1.3 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.

**1.4 Length of contract**

The Contract for services described herein shall be for a period of one (1) year beginning the effective date of the award of the Contract. The City and Vendor shall have the option of mutually extending the Contract for two (2) additional one (1) year periods.

**2.0 Services and other requirements**

2.1 Vendor's facility must be available for 24-7 access

2.2 To provide for emergency situations, a reserve of 1,000 gallons of unleaded gas and 36,000 gallons of ULSD will be held for the City of Chattanooga.

2.3 Vendor must be within 25 miles of City of Chattanooga city limits.

2.4 Vendor will provide the City and Fleet Management Division the posted price each week. City will be invoiced for posted price less contract discount. No other fees or charges are allowed.

2.5 Vendor must provide both top and bottom loading capabilities.

**3.0 Execution**

The contract for the services shall begin immediately on the effective date of the award of the Contract.

**4.0 Payment of Services (Standard)**

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

- 4.2 Vendor's Invoice must list a valid E-Mail Address for billing questions and inquiries.
- 4.3 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.
- 4.4 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.
- 4.5 Vendor's Invoices that are billed inaccurately, incompletely, or otherwise unable to be properly processed are not considered valid.
- 4.6 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.
- 4.7 Invoices to the City shall reference the City Department, Release Number, Work Order Number (if applicable), and the first and last name of the City employee placing the order.
- 4.8 Accurate Invoices, with all appropriate backup documentation, shall be sent to:

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

and copy sent to the

City of Chattanooga  
Fleet Management Division  
3102 E Elmendorf Cir  
Chattanooga, TN 37406  
fleetacctspayable@chattanooga.gov

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**

05-JUL-18 at 2:00 PM

**BID NUMBER: 305158**

**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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 101 East 11th Street, Suite G13  
 Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 172151 / 305158 Ordering Dept.: Fleet Management Division, Public Works Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Bulk Fuel, Top or Side Loading, for refueling the Bulk Fuel Trucks at Fleet and Fire Department  ATTACHMENTS: 1. Specifications (3 pages) 2. Affirmative Action Plan (2 pages) 3. Insurance Requirements (2 pages) 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 <a href="http://www.chattanooga.gov/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/purchasing/standard-terms-and-conditions</a> If you can't download call buyer for a copy.  NOTE: A Pre-Bid Conference will be held June 28, 2018 at 10:00 AM, in the Purchasing Conference Room, 101 East 11th Street, Suite G13, Chattanooga, TN 37402 Attendance at the Pre-Bid is Preferred, but not Mandatory.  This Shall Be A Twelve (12) Month Blanket Contract To Supply Bulk Fuel City Wide and Refueling Bulk Fuel Trucks Located at Amnicola Garage and Fire Department.  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 MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT.  *** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON JULY 5, 2018 ***  PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (305158) ON OUTSIDE PACKAGING  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					



# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**

05-JUL-18 at 2:00 PM

**BID NUMBER:** 305158

**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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**M** City of Chattanooga  
**A** 101 East 11th Street, Suite G13  
**I** Chattanooga, TN 37402  
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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 <u>IAT OIL INC</u> Address <u>600 West Main Street</u> <u>Chattanooga, TN 37402</u> Phone/Toll-Free No. <u>423-629-6611</u> Fax No. <u>423-629-9459</u> eMail Address <u>wconroy@iataoil.com</u> Contact Person's Name <u>Will Conroy</u> Estimated Delivery <u>N/A</u>  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**

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

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

TERMS OF PAYMENT: Net - 10 days  
 TELEPHONE NUMBER: 423-629-6611

COMPANY: IAT OIL INC  
 SIGNATURE: Will Conroy  
 NAME AND TITLE: VP William P Conroy

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**

05-JUL-18 at 2:00 PM

**BID NUMBER:** 305158

**BUYER:**

**PHONE #:** (423) 643-7230

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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-Bulk Fuel-Unleaded	15000	Gallon	\$ 2.2103	\$ 33,154.50
2	Bid-Bulk Fuel-diesel	300000	Gallon	\$ 2.2368	\$ 671,040
3	See Bid Form for Additional Fuel Bids for Unleaded Gas 87 Octane, B10 Diesel Blend and Off Road Diesel	1	Gallon	_____	_____

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

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

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

TERMS OF PAYMENT: Net - 10 days

TELEPHONE NUMBER: 423-629-6611

COMPANY: JAT Oil Inc

SIGNATURE: William Conroy

NAME AND TITLE: William Conroy VP

**Bid Form**  
**Bulk Fuel**  
**City of Chattanooga Public Works Department**  
**Fleet Management Division**  
**March 2018**

Item	<sup>OPIS</sup> Cents off vendor's posted price	<sup>OPIS Average</sup> Chattanooga 7/4/18
Unleaded gas, minimum 87 octane	- \$0.01	\$ 2.2203
10% Ethanol Blend	+ \$0.03	\$ 1.982
Ultra Low Sulfur Diesel (ULSD), minimum cetane rating of 45	+ \$0.04	\$ 2.1968
B10 Diesel Blend, minimum cetane rating of 45	+ \$0.06	\$ 2.166
Off Road Diesel	+ \$0.04	\$ 2.1973

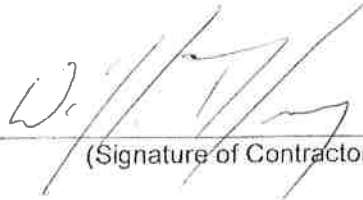
## Affirmative Action Plan

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.



A handwritten signature in black ink, appearing to be "W. J. [unclear]", written over a horizontal line.

(Signature of Contractor)

VP JAT Oil Inc

(Title and Name of Construction Company)

7/10/18

(Date)

## REQUIREMENTS FOR INSURANCE COVERAGE

The Contractor shall not commence work under these Contract Documents until he has obtained all insurance required herein nor shall the Contractor allow any Subcontractor to commence work on his subcontract until similar insurance required of the Subcontractor has been obtained by the Subcontractor. Insurance shall be placed by the Contractor with one or more insurance carriers licensed to do business in the State of Tennessee. Each insurance policy shall be renewed ten (10) days before the expiration date of the policy.

Certificates of Insurance shall be filed with the City prior to commencement of the work. These certificates shall contain a provision that coverage's afforded under the policies will not be changed or canceled unless at least fifteen (15) days' written notice has been given to the City. The Contract shall not be binding upon the City until the insurance coverage required herein has been obtained and certificates have been filed with the City.

Adequate insurance coverage shall be maintained by the Contractor at all times. Failure to maintain adequate coverage shall not relieve the Contractor of any responsibilities or obligations under these Contract Documents. In the event any insurance coverage is canceled or allowed to lapse, the Contractor will not be permitted to prosecute the work until adequate and satisfactory insurance has been obtained and Certificates of Insurance furnished to the City. Failure to keep insurance policies in effect will not be cause for any claims for extension of time under these Contract Documents.

All such policies shall be subject to approval by the City Attorney. Should the City Attorney at any time in his sole discretion determine that the insurance policies and certificate provided may not be sufficient to protect the interests of the City because of the insolvency of the insurance company or otherwise, the Contractor shall replace such policies with policies meeting his approval.

The Contractor shall procure and maintain at his own expense, during the Contract Time, insurance as hereinafter specified:

Workmen's Compensation Insurance that shall protect the Contractor against all claims under applicable state workmen's compensation laws shall be maintained. The Contractor shall also be protected against claims for injury, disease or death of employees which, for any reason, may not fall within the provisions of a workmen's compensation law. This policy shall also include an endorsement providing coverage in all States in which work is performed. The Contractor shall require all the Subcontractors to provide similar Workmen's Compensation Insurance for all the Subcontractors' employees on the work unless such employees are covered by the protection afforded by the Contractor. The liability limits shall not be less than that required by statute.

General Public Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims arising from injuries including death, to members of the public or damage to property of others arising out of any act or omission of the Contractor or his agents, employees, or Subcontractors. In addition, this policy shall specifically insure the contractual liability assumed by the successful bidder to defend and indemnify the City of Chattanooga against such claims or suits.

To the extent that the work may require blasting, explosive conditions or underground operation, the comprehensive general public liability and property damage coverage shall contain no exclusion relative to blasting, explosion, collapse of buildings, or damage to underground property.

The comprehensive general public liability and property damage coverage shall also protect the Contractor against all claims from damage to:

1. Private driveways, walks, shrubbery and plantings;
2. Public utility facilities; and
3. U.S Government monuments.

The liability limits shall not be less than:

Bodily Injury	\$ 500,000 each person \$1,000,000 each occurrence
Property Damage	\$ 250,000 each occurrence \$ 500,000 aggregate

The general public liability and property damage insurance shall carry an endorsement in form satisfactory to the City to the effect that the Contractor shall save harmless the City from any claims and damages whatsoever, including patent infringement. General public liability and property damage insurance shall be kept in force at all times during the course of the work until such time as the work covered by these Contract Documents has been completed and accepted by the City.

Comprehensive Motor Vehicle Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on or off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired.

The liability limits shall not be less than:

Bodily Injury	\$ 250,000 each person \$ 500,000 each occurrence
Property Damage	\$ 100,000 each occurrence

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)

William P Conroy  
\_\_\_\_\_

(BUSINESS NAME)

JAT Oil Inc  
\_\_\_\_\_

(DATE)

7/10/18  
\_\_\_\_\_

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](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:**

William P Conroy (Vendor Agent name), states that:

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

\_\_\_\_\_ (Business name), the Submitter of the

attached sealed solicitation response to Solicitation # 172151/305158, 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:

William P Conroy

Printed Name:

William P Conroy

Title: VP

Date: 7/10/18

**ADDENDUM NO: 1**

**REQ NO: 172151**

**FINAL SUBMITTAL: July 10, 2018 2:00 PM EST**

**FINAL QUESTIONS: N/A**

**Department: Fleet Management Division, Public Works**

**Changes to Bid No. 305158:**

**Bid Opening is changing to July 10, 2018 due to OPIS pricing received every Monday.**

**Changes from the pre-bid conference held on June 28, 2018:**

**Bid Price: Based on OPIS Chattanooga Plus – Purchases from this bid will be paid at the OPIS Chattanooga rate per gallon + bid mark-up per gallon. The City of Chattanooga is tax exempt.**

**The fuel needed is per the Bid Form in the specifications.**

**Need the price for each listed and Your mark-up for each.**

**Req No: 172151 Bulk Fuel Top and/or Bottom Load for Tankers**

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

**Name:** \_\_\_\_\_

*William P Conroy*

**Company:** \_\_\_\_\_

*JAT oil*

**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

July 11, 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 Nos. 534083 & 534084 – VFD, DCD & Electronic Board Service – Waste Resource Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO Nos. 534083 & 534084 for VFD, DCD & Electronic Board Service, Waste Resource Division, Public Works Department. The City of Chattanooga is renewing the third (3<sup>rd</sup>) and last contract renewal option for twelve (12) months through August, 2019 for an estimated annual amount of \$80,000. A copy of the signed letters from the vendors and copies of the contracts are enclosed.

The original invitation to bid was sent to sixteen (16) vendors as well as formally advertised. Bids were received from seven (7) vendors. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO Nos. 534083 & 534084 for VFD, DCD & Electronic Board Service to Tekwell Services LLC, 1301 Galway Street, Knoxville, TN 37917 and Rome Electric Motor Works, Inc, 36 Westside Industrial Blvd, Rome, GA 30165.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments



# City of Chattanooga

Mayor Andy Berke

June 26, 2018

Tekwell Services LLC  
Attn: Dale Cooper  
1301 Galway Street  
Knoxville, TN 37917

Subject: 534083 – VFD, DCD & Electronic Board Service

Dear Mr. Cooper:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same terms and conditions. If adjustment of contract pricing is needed, please include a schedule of proposed prices by return letter. The City will review the proposed prices and advise you of their acceptability.

The new expiration date will be August 13, 2019

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto: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: \_\_\_\_\_

Sincerely,

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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 25701
	Tekwell Services LLC 1301 Galway Street Knoxville, TN 37917

PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate
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Purchase Order Number <b>534083</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>	

<b>I N V O I C E</b>	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
Requisition No.: 117893 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 ***** DESCRIPTION: This shall be a twelve (12) month blanket contract for Repair, Recondition and Replacement Services for Variable Frequency Drives, Direct Current Drives, and Electronic Boards for the Waste Resources Division. The contract may be renewed for three (3) 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 Tekwell Services dated 7-29-15 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 August 11, 2015 ***** CONTRACT BEGINNING/ENDING DATES: 8-14-2015 TO 8-14-2016 ***** Vendor Contact: Dale Cooper Phone: 865-524-3681 Fax: 865-546-4657					

\*\*\*\*\* 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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 25701
	Tekwell Services LLC 1301 Galway Street Knoxville, TN 37917

PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>534083</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	

<b>I N V O I C E</b>	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
	Change Order #1				
	Contract has been extended an additional twelve (12) months. The new contract performance dated is August 13, 2017.				
	City Council approved on June 16, 2016				
	1st Renewal				

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 25701  Tekwell Services LLC 1301 Galway Street Knoxville, TN 37917
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PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 534083</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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	Requestor	Requisition Number	Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total</b>
	Change Order #2 ..... Contract has been extended an additional twelve (12) months. The new contract performance dated is August 13, 2018. ..... City Council approved on June 20, 2017 ..... 2nd Renewal			

\*\*\*\*\* 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.

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 25701
	Tekwell Services LLC 1301 Galway Street Knoxville, TN 37917

PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 534083</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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	Labor, repair / recondition / maintenance	0.00	Hour	\$ 49.8000	\$ 0.00
2	Labor, repair / recondition / maintenance, overtime	0.00	Hour	\$ 66.5000	\$ 0.00
3	Labor, repair / recondition / maintenance, Holiday	0.00	Hour	\$ 66.5000	\$ 0.00
4	Labor, Field Service	0.00	Hour	\$ 75.4000	\$ 0.00
5	Labor, Field Service, overtime	0.00	Hour	\$ 95.3000	\$ 0.00
6	Labor, Field Service, Holiday	0.00	Hour	\$ 95.3000	\$ 0.00
7	Repair parts and material, 15% markup	0.00	Each	\$ 1.0000	\$ 0.00
8	Replacement VFD, 10% markup	0.00	Each	\$ 1.0000	\$ 0.00
9	Replacement DCD, 10% markup	0.00	Each	\$ 1.0000	\$ 0.00
10	Replacement electronic board, 15% markup	0.00	Each	\$ 1.0000	\$ 0.00

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 25701
	Tekwell Services LLC 1301 Galway Street Knoxville, TN 37917

PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 534083</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
11	Unanticipated / Unexpected Services	0.00	Each	\$ 1.0000	\$ 0.00
12	Freight - FOB Factory for non-stock items	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

June 26, 2018

Rome Electric Motor Works, Inc  
Attn: Bill Bowling  
36 Westside Industrial Blvd  
Rome, GA 30165

Subject: 534084 – VFD, DCD & Electronic Board Service

Dear Mr Bowling

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same terms and conditions. If adjustment of contract pricing is needed, please include a schedule of proposed prices by return letter. The City will review the proposed prices and advise you of their acceptability.

The new expiration date will be August 13, 2019

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto: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

6-26-18

Sincerely,

Bill Bowling

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

<b>V E N D O R</b>	Vendor Number: 751100 Vendor Alternate ID: 3139  <b>Rome Electric Motor Works Inc</b> 36 Westside Industrial Blvd Rome, GA 30165
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PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>534084</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition No.: 117893 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 *****					
<b>DESCRIPTION:</b> This shall be a twelve (12) month blanket contract for Repair, Recondition and Replacement Services for Variable Frequency Drives, Direct Current Drives and Electronic Boards for the Waste Resources Division. The contract may be renewed for three (3) 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. *****					
<b>NOTES:</b> The bid submitted by Rome Electric Motor Works dated 7-29-15 is hereby made a part of this contract. Payment Terms: Net 30 days Delivery Terms: As Needed *****					
<b>PRICE ESCALATION CLAUSE:</b> 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 AUGUST 11, 2015 *****					
<b>CONTRACT BEGINNING/ENDING DATES:</b> 8-14-2015 TO 8-14-2016 *****					
Vendor Contact: Charles Bowling Phone: 800-241-2068 Fax: 706-232-2071					

\*\*\*\*\* 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.

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 751100 Vendor Alternate ID: 3139  Rome Electric Motor Works Inc 36 Westside Industrial Blvd Rome, GA 30165
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PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 534084</b>  INVOICES: Direct invoices in <b>DUPLICATE</b> to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
Change Order #1					
..... Contract has been extended an additional twelve (12) months. The new contract performance dated is August 13, 2017. ..... City Council approved on June 28, 2016 ..... 1st Renewal					

\*\*\*\*\* 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

<b>V E N D O R</b>	Vendor Number: 751100 Vendor Alternate ID: 3139  Rome Electric Motor Works Inc 36 Westside Industrial Blvd Rome, GA 30165
--	--

PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 534084</b>  INVOICES: Direct invoices in <b>DUPLICATE</b> to the Invoice address shown below.
--	--

<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
Change Order #2 ..... Contract has been extended an additional twelve (12) months. The new contract performance dated is August 13, 2018. ..... City Council approved on June 20, 2017 ..... 2nd Renewal					

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 751100 Vendor Alternate ID: 3139  Rome Electric Motor Works Inc 36 Westside Industrial Blvd Rome, GA 30165
--	--

PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 534084</b>  <b>INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.</b>
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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	Labor, repair / recondition / maintenance	0.00	Hour	\$ 58.0000	\$ 0.00
2	Labor, repair / recondition / maintenance, overtime	0.00	Hour	\$ 72.0000	\$ 0.00
3	Labor, repair / recondition / maintenance, Holiday	0.00	Hour	\$ 142.0000	\$ 0.00
4	Labor, Field Service	0.00	Hour	\$ 88.0000	\$ 0.00
5	Labor, Field Service, overtime	0.00	Hour	\$ 110.0000	\$ 0.00
6	Labor, Field Service, Holiday	0.00	Hour	\$ 142.0000	\$ 0.00
7	Repair parts and material, 15% markup	0.00	Each	\$ 1.0000	\$ 0.00
8	Replacement VFD, 15% markup	0.00	Each	\$ 1.0000	\$ 0.00
9	Replacement DCD, 15% markup	0.00	Each	\$ 1.0000	\$ 0.00
10	Replacement electronic boards, 15% markup	0.00	Each	\$ 1.0000	\$ 0.00

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order

## BLANKET



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

<b>V E N D O R</b>	Vendor Number: 751100 Vendor Alternate ID: 3139  Rome Electric Motor Works Inc 36 Westside Industrial Blvd Rome, GA 30165
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PO Date: 14-AUG-15 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>534084</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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	Unanticipated / Unexpected Services	0.00	Each	\$ 1.0000	\$ 0.00

\*\*\*\*\* NOTICE \*\*\*\*\*

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

July 10, 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. 538811 – Traffic Control Services –  
Waste Resource Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 538811 for Traffic Control Services, Waste Resource Division, Public Works Department. The City of Chattanooga is renewing the second (2<sup>nd</sup>) and last renewal option for twelve (12) months through July, 2019, for an estimated annual amount of \$60,000. 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 seven (7) 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. 538811 for Traffic Control Services to T.R. Moore & Associates, Inc, 830 McCallie Avenue, Chattanooga, TN 37403.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments





# City of Chattanooga

Mayor Andy Berke

July 6, 2018

T R Moore & Associates, Inc  
Attn: Robert Hall  
830 McCallie Avenue  
Chattanooga, TN 37403

Subject: 538811 – Traffic Control Services

Dear Mr. Hall:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same terms and conditions. If adjustment of contract pricing is needed, please include a schedule of proposed prices by return letter. The City will review the proposed prices and advise you of their acceptability.

The new expiration date will be July 12, 2019

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto: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: Robert Hall Date: July 10, 2018

Sincerely,

A handwritten signature in cursive script that reads "Mark McKeel".

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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16202  T R Moore & Associates Inc 830 McCallie Avenue Chattanooga, TN 37403
--	--

PO Date: 23-JUN-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate
--

<b>Purchase Order Number</b> <b>538811</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
Requisition No.: 134712 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 *****					
DESCRIPTION: This shall be a twelve (12) month blanket contract for Traffic Control 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 T.R. Moore & Associates, Inc. dated 5-31-16 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: 7-13-2016 TO 7-13-2017 *****					
Vendor Contact: Robert Hall Phone: 423-266-6118 Fax: 423-266-1066					

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16202  T R Moore & Associates Inc 830 McCallie Avenue Chattanooga, TN 37403
--	--

PO Date: 23-JUN-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 538811</b>  <b>INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.</b>
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
Change Order #1					
..... Contract has been extended an additional twelve (12) months. The new contract performance date is July 12, 2018. ..... City Council approved on April 18, 2017 ..... 1st Renewal					

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16202
	T R Moore & Associates Inc 830 McCallie Avenue Chattanooga, TN 37403

PO Date: 23-JUN-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 538811</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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	Hourly Rate for Traffic Control Services per specifications: 2 Flagmen & 1 Caution Vehicle (4 hour minimum)	0.00	Hour	\$ 44.0000	\$ 0.00
2	Overtime/Emergency Service/Holiday Rate for Traffic Control Services per specifications: 2 Flagmen & 1 Caution Vehicle (4 hour minimum)	0.00	Hour	\$ 47.0000	\$ 0.00
4	Arrow Board Trailer (Max per day)	0.00	Day	\$ 150.0000	\$ 0.00
5	Barricades, Barricade Lights, Tire Rings	0.00	Day	\$ 4.0000	\$ 0.00
6	Type III Barricade Fence (Road Closures) Includes Road Closed Signon Barricade	0.00	Day	\$ 75.0000	\$ 0.00
7	Signs left on site overnight	0.00	Day	\$ 3.0000	\$ 0.00
8	Detour Route (Plan & Signage)	0.00	Day	\$ 100.0000	\$ 0.00
9	Additional Flaggers (4 hour minimum)	0.00	Hour	\$ 18.5000	\$ 0.00
10	Additional Caution Vehicle (4 hour minimum)	0.00	Hour	\$ 7.0000	\$ 0.00

**TOTAL: \$ .00**

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# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**

**BID NUMBER: 304235**

**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	Hourly Rate for Traffic Control Services per specifications: 2 Flagmen & 1 Caution Vehicle	1	Hour	<u>44.40</u>	_____
2	Overtime/Emergency Service/Holiday Rate for Traffic Control Services per specifications: 2 Flagmen & 1 Caution Vehicle	1	Hour	<u>48.40</u>	_____
3	Arrow Board Trailer	1	Hour	<u>150.00</u>	_____
4	Arrow Board Trailer (Max per day)	1	Day	_____	_____
5	Barricades, Barricade Lights, Tire Rings	1	Day	<u>4.00</u>	_____
6	Type III Barricade Fence (Road Closures) Includes Road Closed Sign on Barricade	1	Day	<u>75.00</u>	_____
7	Signs left on site overnight	1	Day	<u>4.00</u>	_____
8	Detour Route (Plan & Signage)	1	Day	<u>100.00</u>	_____
9	Additional Flaggers	1	Hour	<u>19.20</u>	_____
10	Additional Caution Vehicle	1	Hour	<u>6.00</u>	_____



# City of Chattanooga

Mayor Andy Berke

July 10, 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. 539036 – Sedans, SUVs, Vans & Light Trucks – Fleet Management Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 539036 for Sedans, SUVs, Vans & Light Trucks, Fleet Management, Public Works Department. The City of Chattanooga is renewing the second (2<sup>nd</sup>) and last contract renewal option for twelve (12) months through July, 2019, for an estimated annual amount of \$2,000,000.00. A copy of the signed letter from vendor and a copy of the contract are enclosed. This renewal will include a vendor name change from Brooker Ford, Inc to Ford of Dalton. Attached is the letter from Ford of Dalton stating the effective date of the sale.

The invitation to bid was sent to forty-seven (47) vendors as well as formally advertised. Bids were received from two (2) vendors. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 539036 for Sedans, SUVs, Vans & Light Trucks to Ford of Dalton, 925 Shugart Road, Dalton, GA 30722.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments



# City of Chattanooga

Mayor Andy Berke

July 3, 2018

Ford of Dalton  
Attn: Jason Denson  
925 Shugart Road  
Dalton, GA 30720

Subject: 539036 – Sedans, SUVs, Vans & Light Trucks

Dear Mr. Denson:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same terms and conditions. If adjustment of contract pricing is needed, please include a schedule of proposed prices by return letter. The City will review the proposed prices and advise you of their acceptability.

The new expiration date will be July 7, 2019.

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto: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: 7/5/18

Sincerely,

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



# FORD OF DALTON

---

925 SHUGART ROAD  
DALTON, GA 30720  
(706) 278-1151  
[www.fordofdalton.com](http://www.fordofdalton.com)

March 26, 2018

Effective Monday 26, 2018, Brooker Ford, Inc. has been sold to TD Automotive Group, LLC DBA Ford of Dalton. Jason Denson the new Dealer Principal of Ford of Dalton has been an employee of Brooker Ford for over 20 years. Ford of Dalton will continue to honor the current contract with The City of Chattanooga.

Thank you,

A handwritten signature in blue ink, appearing to read "J.Denson".

Jason Denson - Dealer Principal

Ford of Dalton

A handwritten signature in blue ink, appearing to read "R.H. Brooker".

Robert H Brooker

Brooker Ford



# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609  Brooker Ford Inc P O Box 519 Dalton, GA 30722
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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate
--

<b>Purchase Order Number 539036</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
Requisition / Bid# No.: 132487 / 304168 Ordering Dept.: Fleet Management Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Ford Sedans, SUVs, Vans & Light Trucks  ATTACHMENTS: City of Chattanooga (COC) Terms and Conditions posted on Website <a href="http://www.chattanooga.gov/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/purchasing/standard-terms-and-conditions</a> If you can't download call buyer for a copy.  This Shall Be A twelve (12) Month Blanket Contract To Supply Ford Sedans, SUVs, Vans & Light Trucks, and Used Vehicles to Fleet Management for the City of Chattanooga.  The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Months Term 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.					

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609  Brooker Ford Inc P O Box 519 Dalton, GA 30722
--	---

PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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.</p> <p>Purchase Order issued in accordance with Brooker Ford, Inc. bid received on June 23, 2016 is hereby made part of this contract.</p> <p>City Council approved on July 5, 2016</p> <p>Contract dated: July 8, 2016 to July 7, 2017</p> <p>Vendor Contact: Jason Denson                      Phone No.: 706-278-1151                      Fax No.: 706-226-8142                      E-Mail: jason0048@gmail.com</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 &amp; Conditions, and the bid or quotation.</p> <p>Representative: _____ Agreed to and accepted by:                      Title: _____ CITY OF CHATTANOOGA, TENNESSEE                      Date: _____ Name/Title: _____                      Department: _____</p>			Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total			

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609  Brooker Ford Inc P O Box 519 Dalton, GA 30722
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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
Change Order# 1					
A price increase for change in model year has been submitted to Purchasing and Fleet Management. The total price increase is 3%. Fleet Management approved price increase on December 22, 2016.					
mim, 12/22/16					

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609  Brooker Ford Inc P O Box 519 Dalton, GA 30722
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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <h3 style="text-align: center;">539036</h3> INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
	Change Order #2				
	Contract has been extended an additional twelve (12) months. The new contract performance date is July 7, 2018.				
	City Council approved on June 20, 2017				
	1st Renewal				

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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	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	Ford Focus S	0.00	Each	\$ 15,615.0000	\$ 0.00
2	Ford Focus SE Option	0.00	Each	\$ 625.0000	\$ 0.00
3	Ford Focus EV	0.00	Each	\$ 27,390.0000	\$ 0.00
4	Ford Fusion S	0.00	Each	\$ 17,720.0000	\$ 0.00
5	Ford Fusion SE Option	0.00	Each	\$ 1,010.0000	\$ 0.00
6	Ford Taurus SE V6	0.00	Each	\$ 20,566.0000	\$ 0.00
7	Ford Escape S	0.00	Each	\$ 18,986.0000	\$ 0.00
8	Ford Escape SE Option	0.00	Each	\$ 2,397.0000	\$ 0.00
9	Ford Escape 4 x 4 Option	0.00	Each	\$ 632.0000	\$ 0.00
10	Ford Escape Tow Package Option	0.00	Each	\$ 475.0000	\$ 0.00

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<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609  Brooker Ford Inc P O Box 519 Dalton, GA 30722
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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	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
11	Ford Explorer	0.00	Each	\$ 24,510.0000	\$ 0.00
12	Ford Explorer XLT with Eco Boost Option	0.00	Each	\$ 3,492.0000	\$ 0.00
13	Ford Explorer 4 x 4 Option	0.00	Each	\$ 2,240.0000	\$ 0.00
14	Ford Explorer Tow Package Option	0.00	Each	\$ 515.0000	\$ 0.00
15	Ford Ranger Regular Cab 4 x 2	0.00	Each	\$ 1.0000	\$ 0.00
16	Ford Ranger Extended Cab, 4 Door, V6 Option	0.00	Each	\$ 1.0000	\$ 0.00
17	Ford Ranger 4 x 4 Option	0.00	Each	\$ 1.0000	\$ 0.00
18	Ford Ranger Single Lid Locking Toolbox Option	0.00	Each	\$ 1.0000	\$ 0.00
19	Ford Ranger Bed Liner Option	0.00	Each	\$ 1.0000	\$ 0.00
20	Ford Ranger XLT with Eco Boost Option	0.00	Each	\$ 1.0000	\$ 0.00

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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  <b>INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.</b>
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<b>I N V O I C E</b>	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
21	Ford Ranger with Tilt and Cruise Option	0.00	Each	\$ 1.0000	\$ 0.00
22	Ford F-150 Regular Cab 4 x 2 XL	0.00	Each	\$ 19,732.0000	\$ 0.00
23	Ford F-150 Regular Cab 8ft Bed Option (on Reg Cab Only)	0.00	Each	\$ 282.0000	\$ 0.00
24	Ford F-150 Regular Cab Power Group Option	0.00	Each	\$ 867.0000	\$ 0.00
25	Ford F-150 Regular Cab XLT with Eco Boost Option	0.00	Each	\$ 4,775.0000	\$ 0.00
26	Ford F-150 Regular Cab 4 x 4 Option	0.00	Each	\$ 1,765.0000	\$ 0.00
27	Ford F-150 Regular Cab Single Lid Locking Toolbox Option	0.00	Each	\$ 295.0000	\$ 0.00
28	Ford F-150 Regular Cab Tow Package Option	0.00	Each	\$ 447.0000	\$ 0.00
29	Ford F-150 Regular Cab Tilt and Cruise Option	0.00	Each	\$ 215.0000	\$ 0.00
30	Ford F-150 Regular Cab Bed Liner Option	0.00	Each	\$ 170.0000	\$ 0.00

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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	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
31	Ford F-150 Regular Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 249.0000	\$ 0.00
32	Ford F-150 Super Cab 4 x 2 XL	0.00	Each	\$ 20,979.0000	\$ 0.00
33	Ford F-150 Super Cab 8ft Bed Option	0.00	Each	\$ 982.0000	\$ 0.00
34	Ford F-150 Super Cab Power Group Option	0.00	Each	\$ 1,077.0000	\$ 0.00
35	Ford F-150 Super Cab XLT with Eco Boost Option	0.00	Each	\$ 3,689.0000	\$ 0.00
36	Ford F-150 Super Cab 4 x 4 Option	0.00	Each	\$ 3,117.0000	\$ 0.00
37	Ford F-150 Super Cab Single Lid Locking Toolbox Option	0.00	Each	\$ 295.0000	\$ 0.00
38	Ford F-150 Super Cab Tow Package Option	0.00	Each	\$ 447.0000	\$ 0.00
39	Ford F-150 Super Cab Tilt and Cruise Option	0.00	Each	\$ 215.0000	\$ 0.00
40	Ford F-150 Super Cab Bed Liner Option	0.00	Each	\$ 170.0000	\$ 0.00

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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
41	Ford F-150 Super Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 249.0000	\$ 0.00
42	Ford F-150 Crew Cab	0.00	Each	\$ 23,154.0000	\$ 0.00
43	Ford F-150 Crew Cab Power Group Option	0.00	Each	\$ 1,077.0000	\$ 0.00
44	Ford F-150 Crew Cab XLT with Eco Boost Option	0.00	Each	\$ 3,623.0000	\$ 0.00
45	Ford F-150 Crew Cab 4 x 4 Option	0.00	Each	\$ 3,207.0000	\$ 0.00
46	Ford F-150 Crew Cab Single Lid Locking Toolbox Option	0.00	Each	\$ 295.0000	\$ 0.00
47	Ford F-150 Crew Cab Tow Package Option	0.00	Each	\$ 447.0000	\$ 0.00
48	Ford F-150 Crew Cab Tilt and Cruise Option	0.00	Each	\$ 215.0000	\$ 0.00
49	Ford F-150 Crew Cab Bed Liner Option	0.00	Each	\$ 170.0000	\$ 0.00
50	Ford F-150 Crew Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 249.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
51	Ford F-250 Regular Cab 4 x 2	0.00	Each	\$ 21,690.0000	\$ 0.00
52	Ford F-250 Regular Cab Power Group Option	0.00	Each	\$ 1,000.0000	\$ 0.00
53	Ford F-250 Regular Cab V8 XLT Option	0.00	Each	\$ 3,692.0000	\$ 0.00
54	Ford F-250 Regular Cab 4 x 4 Option	0.00	Each	\$ 2,255.0000	\$ 0.00
55	Ford F-250 Regular Cab Toolbox Option	0.00	Each	\$ 295.0000	\$ 0.00
56	Ford F-250 Regular Cab Bed Liner Option	0.00	Each	\$ 175.0000	\$ 0.00
57	Ford F-250 Regular Cab Diesel Engine Option	0.00	Each	\$ 7,340.0000	\$ 0.00
58	Ford F-250 Regular Cab 8ft Bed Utility Box with Hitch Option	0.00	Each	\$ 5,290.0000	\$ 0.00
59	Ford F-250 Regular Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 235.0000	\$ 0.00
60	Ford F-250 Super Cab 4 x 2	0.00	Each	\$ 23,510.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
61	Ford F-250 Super Cab 8ft Bed Option	0.00	Each	\$ 180.0000	\$ 0.00
62	Ford F-250 Super Cab Power Group Option	0.00	Each	\$ 1,000.0000	\$ 0.00
63	Ford F-250 Super Cab XLT Option	0.00	Each	\$ 3,975.0000	\$ 0.00
64	Ford F-250 Super Cab 4 x 4 Option	0.00	Each	\$ 3,625.0000	\$ 0.00
65	Ford F-250 Super Cab Single Lid Locking Toolbox Option	0.00	Each	\$ 295.0000	\$ 0.00
66	Ford F-250 Super Cab Tilt and Cruise Option	0.00	Each	\$ 205.0000	\$ 0.00
67	Ford F-250 Super Cab Bed Liner Option	0.00	Each	\$ 175.0000	\$ 0.00
68	Ford F-250 Super Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 235.0000	\$ 0.00
69	Ford F-250 Crew Cab	0.00	Each	\$ 24,678.0000	\$ 0.00
70	Ford F-250 Crew Cab 8ft Bed Option	0.00	Each	\$ 177.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
71	Ford F-250 Crew Cab Power Group Option	0.00	Each	\$ 962.0000	\$ 0.00
72	Ford F-250 Crew Cab XLT Option	0.00	Each	\$ 4,480.0000	\$ 0.00
73	Ford F-250 Crew Cab 4 x 4 Option	0.00	Each	\$ 2,601.0000	\$ 0.00
74	Ford F-250 Crew Cab Toolbox Option	0.00	Each	\$ 297.0000	\$ 0.00
75	Ford F-250 Crew Cab Bed Liner Option	0.00	Each	\$ 175.0000	\$ 0.00
76	Ford F-250 Crew Cab Diesel Engine Option	0.00	Each	\$ 7,340.0000	\$ 0.00
77	Ford F-250 Crew Cab 8ft Bed Utility Box with Hitch Option	0.00	Each	\$ 5,290.0000	\$ 0.00
78	Ford F-250 Crew Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 235.0000	\$ 0.00
79	Ford F-350 SRW Regular Cab 4 x 2	0.00	Each	\$ 23,245.0000	\$ 0.00
80	Ford F-350 SRW Regular Cab Power Group Option	0.00	Each	\$ 1,000.0000	\$ 0.00

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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
81	Ford F-350 SRW Regular Cab 4 x 4 Option	0.00	Each	\$ 2,425.0000	\$ 0.00
82	Ford F-350 SRW Regular Cab Toolbox Option	0.00	Each	\$ 295.0000	\$ 0.00
83	Ford F-350 SRW Regular Cab Bed Liner Option	0.00	Each	\$ 175.0000	\$ 0.00
84	Ford F-350 SRW Regular Cab Diesel Engine Option	0.00	Each	\$ 7,340.0000	\$ 0.00
85	Ford F-350 SRW Regular Cab 8ft Bed Utility Box with Hitch Option	0.00	Each	\$ 5,290.0000	\$ 0.00
86	Ford F-350 SRW Regular Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 235.0000	\$ 0.00
87	Ford F-350 SRW Super Cab 4 x 2	0.00	Each	\$ 25,372.0000	\$ 0.00
88	Ford F-350 SRW Super Cab Power Group Option	0.00	Each	\$ 1,000.0000	\$ 0.00
89	Ford F-350 SRW Super Cab 4 x 4 Option	0.00	Each	\$ 1,860.0000	\$ 0.00
90	Ford F-350 SRW Super Cab Toolbox Option	0.00	Each	\$ 299.0000	\$ 0.00

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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
91	Ford F-350 SRW Super Cab Bed Liner Option	0.00	Each	\$ 175.0000	\$ 0.00
92	Ford F-350 SRW Super Cab Diesel Engine Option	0.00	Each	\$ 7,340.0000	\$ 0.00
93	Ford F-350 SRW Super Cab 8ft Bed Utility Box with Hitch Option	0.00	Each	\$ 5,290.0000	\$ 0.00
94	Ford F-350 SRW Super Cab Factory Trailer Brake Controller OptionTow Package Option	0.00	Each	\$ 235.0000	\$ 0.00
95	Ford F-350 Crew Cab	0.00	Each	\$ 26,275.0000	\$ 0.00
96	Ford F-350 Crew Cab Power Group Option	0.00	Each	\$ 1,000.0000	\$ 0.00
97	Ford F-350 Crew Cab 4 x 4 Option	0.00	Each	\$ 2,662.0000	\$ 0.00
98	Ford F-350 Crew Cab Toolbox Option	0.00	Each	\$ 295.0000	\$ 0.00
99	Ford F-350 Crew Cab Bed Liner Option	0.00	Each	\$ 175.0000	\$ 0.00
100	Ford F-350 Crew Cab Diesel Engine Option	0.00	Each	\$ 7,340.0000	\$ 0.00

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609
	Brooker Ford Inc P O Box 519 Dalton, GA 30722

PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>539036</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.	

<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
101	Ford F-350 Crew Cab 8ft Bed Utility Box with Hitch Option	0.00	Each	\$ 5,290.0000	\$ 0.00
102	Ford F-350 Crew Cab Factory Trailer Brake Controller Option	0.00	Each	\$ 235.0000	\$ 0.00
103	Ford Transit Connect Light Duty Cargo Van	0.00	Each	\$ 19,975.0000	\$ 0.00
104	Ford Transit Connect Light Duty Carg Van 7 Passenger Package Option	0.00	Each	\$ 2,425.0000	\$ 0.00
105	Ford Transit Connect Light Duty Cargo Van Master Rack Uplift Package Option	0.00	Each	\$ 1,320.0000	\$ 0.00
106	Ford Transit Connect Light Duty Cargo Van Glass Option	0.00	Each	\$ 255.0000	\$ 0.00
107	Ford Transit Connect Light Duty Cargo Van Tow Package Option	0.00	Each	\$ 340.0000	\$ 0.00
108	Ford Transit Connect Light Duty Cargo Van Cruise Control Option	0.00	Each	\$ 240.0000	\$ 0.00
109	Ford Transit Wagon; 8 Passenger	0.00	Each	\$ 24,760.0000	\$ 0.00
110	Ford Transit Wagon 12 Passenger Option	0.00	Each	\$ 3,425.0000	\$ 0.00

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609  Brooker Ford Inc P O Box 519 Dalton, GA 30722
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PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
111	Ford Transit Wagon 15 Passenger Option	0.00	Each	\$ 4,787.0000	\$ 0.00
112	Ford Transit Wagon Trailer Tow Option	0.00	Each	\$ 470.0000	\$ 0.00
113	Ford Transit Wagon Privacy Glass Option	0.00	Each	\$ 585.0000	\$ 0.00
114	Ford Transit T150 Cargo Van	0.00	Each	\$ 22,874.0000	\$ 0.00
115	Ford Transit T150 Cargo Van Glass Option Side and Rear	0.00	Each	\$ 225.0000	\$ 0.00
116	Ford Transit T150 Cargo Van Glass Option Rear Only	0.00	Each	\$ 75.0000	\$ 0.00
117	Ford Transit T150 Cargo Van Tow Package Option Class III	0.00	Each	\$ 430.0000	\$ 0.00
118	Ford Transit T150 Cargo Van Work Bin Option Master Rack Uplift Package	0.00	Each	\$ 1,750.0000	\$ 0.00
119	Ford Transit T150 Cargo Van Vinyl Rear Floor Covering Option	0.00	Each	\$ 239.0000	\$ 0.00
120	Ford Transit T250 Cargo Van	0.00	Each	\$ 21,908.0000	\$ 0.00

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 740473 Vendor Alternate ID: 6609
	Brooker Ford Inc P O Box 519 Dalton, GA 30722

PO Date: 08-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539036</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
121	Ford Transit T250 Cargo Van Glass Option Side and Rear	0.00	Each	\$ 225.0000	\$ 0.00
122	Ford Transit T250 Cargo Van Glass Option Rear Only	0.00	Each	\$ 75.0000	\$ 0.00
123	Ford Transit T250 Cargo Van Tow Package Option Class III	0.00	Each	\$ 430.0000	\$ 0.00
124	Ford Transit T350 Cargo Van	0.00	Each	\$ 24,119.0000	\$ 0.00
125	Ford Transit T350 Cargo Van Tow Package Option	0.00	Each	\$ 430.0000	\$ 0.00
126	Used Vehicles; Dealer Markup 1 %	0.00	Each	\$ 1.0000	\$ 0.00
127	Additional Options Not Listed	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

July 11, 2018

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

**Subject: Contract Renewal of Blanket PO No. 539206 – Swimming Pool Chemicals –  
Facilities Management – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 539206 for Swimming Pool Chemicals, Facilities Management, Public Works Department. The City of Chattanooga is renewing the second (2<sup>nd</sup>) and last renewal option for twelve (12) months through July, 2019 for an estimated annual amount of \$31,000. A copy of the signed letter from vendor and a copy of the contract are enclosed.

The original invitation to bid was sent to eighteen (18) vendors as well as formally advertised. Bids were received from two (2) vendors. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 539206 for Swimming Pool Chemicals to Pro Chemical Products, 702 East 13<sup>th</sup> Street, Chattanooga, TN 37408.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments



# City of Chattanooga

Mayor Andy Berke

July 10, 2018

Pro Chemical Products  
Attn: Kelly Von Canon  
702 East 13th Street  
Chattanooga, TN 37408

Subject: 539206 – Swimming Pool Chemicals

Dear Mr. Von Canon:

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

The new expiration date will be July 17, 2019

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto: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: 7/10/18

Sincerely,

Handwritten signature of Mark L. McKeel in cursive.

Mark L. 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

<b>V E N D O R</b>	Vendor Number: 250216 Vendor Alternate ID: 10281  Pro Chemical Products 702 East 13th St Chattanooga, TN 37408
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PO Date: 18-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <h3 style="text-align: center;">539206</h3> INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition / Bid No.: 129150 / 304099 Ordering Dept.: General Services Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Chemicals for City Swimming Pools  ATTACHMENTS: City of Chattanooga (COC) Terms and Conditions posted on Website <a href="http://www.chattanooga.gov/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/purchasing/standard-terms-and-conditions</a> If you can't download call buyer for a copy.  This Shall Be A Twelve (12) Month Blanket Contract To Supply Chemicals for City Swimming Pools.  The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Month Term 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.					

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 250216 Vendor Alternate ID: 10281  Pro Chemical Products 702 East 13th St Chattanooga, TN 37408
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PO Date: 18-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 539206</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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.</p> <p>Purchase Order issued in accordance with Pro Chemical Products bid received on June 29, 2016 is hereby made part of this contract.</p> <p>City Council approved on July 12, 2016</p> <p>Contract dates: July 18, 2016 to July 17, 2017</p> <p>Vendor Contact: Kelly Von Canon                      Phone No.: 423-265-4966                      Fax No.: 423-266-5734                      E-mail: kelly@prochemicalproducts.com</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 &amp; Conditions, and the bid or quotation.</p> <p>Representative: _____ Agreed to and accepted by:                      Title: _____ CITY OF CHATTANOOGA, TENNESSEE                      Date: _____ Name/Title: _____                      Department: _____</p>	Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total		
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total			

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 250216 Vendor Alternate ID: 10281
	Pro Chemical Products 702 East 13th St Chattanooga, TN 37408

PO Date: 18-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>539206</b>  INVOICES; Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
	Change Order #1				
	..... Contract has been extended an additional twelve (12) months. New contract performance date is July 17, 2018. ..... City Council approved contract renewal on July 11, 2017. ..... 1st Renewal				

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 250216 Vendor Alternate ID: 10281
	Pro Chemical Products 702 East 13th St Chattanooga, TN 37408

PO Date: 18-JUL-16 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate
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<b>Purchase Order Number 539206</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>	

<b>I N V O I C E</b>	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
2	Sodium Hypochlorite; 12.5% - 15% (Corrosive Liquid)	0.00	Gallon	\$ 1.7900	\$ 0.00
3	Muriatic Acid; per 15 Gallon (Hydrochloric Acid - Corrosive Liquid) - 140 lb drum	0.00	Gallon	\$ 3.0000	\$ 0.00
4	Cyanuric Acid; 55 lb Pail (price per pound)	0.00	Pound	\$ 1.7000	\$ 0.00
5	Thiosulfate; 50 lb Bag (price per pound)	0.00	Pound	\$ 0.6800	\$ 0.00
6	Calcium Chloride Flakes; 77% - 86% - 50 lb Bag (price per pound)	0.00	Pound	\$ 0.4000	\$ 0.00
7	Bi-carbonate; 50 lb Bag (price per pound)	0.00	Pound	\$ 0.4200	\$ 0.00
8	Soda Ash; 50 lb Bag (price per pound)	0.00	Pound	\$ 0.5000	\$ 0.00
9	Swimming Pool Chemicals not Listed; Cost plus 30 % Markup	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

July 10, 2018

Mr. Justin Holland  
Administrator, Public Works Department  
City Wide Services  
1250 Market Street, Suite 2100  
Chattanooga, TN 37402

**Subject: Contract Renewal of Blanket PO No. 544335 – Manhole Components –  
City Wide Services – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 544335 for Manhole Components, City Wide Services, Public Works Department. The City of Chattanooga is renewing the first (1<sup>st</sup>) renewal option for twelve (12) months through July, 2019, with one (1) renewal option remaining for an estimated annual amount of \$100,000. A copy of the signed letter from vendor, and a copy of the contract is enclosed.

The original invitation to bid was sent to five (5) vendors as well as formally advertised. Bids were received from one (1) vendor. The invitation to bid was reissued and still produced the only bid response. Bid is retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 544335 for Manhole Components to Acheson Foundry & Machine Works Company, 511 West 38<sup>th</sup> Street, Chattanooga, TN 37409.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments





# City of Chattanooga

Mayor Andy Berke

June 27, 2018

Acheson Foundry & Machine Works Company  
Attn: Jim Rigsby  
511 West 38<sup>th</sup> Street  
Chattanooga, TN 37409

Subject: 544335 – Manhole Components

Dear Mr. Rigsby:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same terms and conditions. If adjustment of contract pricing is needed, please include a schedule of proposed prices by return letter. The City will review the proposed prices and advise you of their acceptability.

The new expiration date will be July 2, 2019

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckee@chattanooga.gov](mailto:mmckee@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:

Sincerely,

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

Date:

7-5-18

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 000384 Vendor Alternate ID: 5357  Acheson Found & Mach Wk Inc P O Box 2196 Chattanooga, TN 37409
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>544335</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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.: 154288 Ordering Dept.: Public Works/City Wide Services Buyer: Dedra Partridge Phone No.: (423) 643-7237  Items Being Purchased: Manhole Components  Price Escalation Clause: Vendor Shall Hold Prices Firm For First (1st) Year Of Contract 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 shall be adjusted accordingly. All price increases must be justified by letters from your supplier.  This Shall Be A Twelve (12) Month Blanket Contract To Supply Manhole Components. The Contract Term May Be Renewed For Two (2) Additional Twelve (12) Month Term 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 Contact: Jim Rigsby (423) 266-4863 (423) 266-1087 (Fax) jimmyrigsby@epbfi.com  City Contact: Sharon Smith (423) 643-6846  Approved By City Council On June 27, 2017  Contract Term: July 3, 2017 thru July 2, 2018					

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 000384 Vendor Alternate ID: 5357
	Acheson Found & Mach Wk Inc P O Box 2196 Chattanooga, TN 37409

PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>544335</b>  <b>INVOICES: Direct invoices in</b> <b>DUPLICATE to the Invoice</b> <b>address shown below.</b>
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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	Manhole Catch Basin Back, V-4095 (Curb Inlet)	0.00	Each	\$ 242.0000	\$ 0.00
2	Curb Inlet Hood, 48" Tall, V-4095	0.00	Each	\$ 242.0000	\$ 0.00
3	Manhole Catch Basin Frame, V-4095	0.00	Each	\$ 348.0000	\$ 0.00
4	Manhole Catch Basin Grate, V-4095	0.00	Each	\$ 343.0000	\$ 0.00
5	Manhole Catch Basin Grate, 1/2 Piece, 21-1/2" x 22-7/8", V-4095	0.00	Each	\$ 275.0000	\$ 0.00
6	Manhole Curb Inlet Frame and Double Grate, V-4095	0.00	Each	\$ 691.0000	\$ 0.00
7	Manhole Catch Basin, Complete V-4095	0.00	Each	\$ 933.0000	\$ 0.00
8	Manhole Castings Complete, A-2024-81	0.00	Each	\$ 272.0000	\$ 0.00
9	Manhole Frame and Cover, A-2024-41	0.00	Each	\$ 272.0000	\$ 0.00
10	Manhole Frame, 8" V-1380-2-24 Clear	0.00	Each	\$ 152.0000	\$ 0.00

\*\*\*\*\* NOTICE \*\*\*\*\*

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 000384 Vendor Alternate ID: 5357  Acheson Found & Mach Wk Inc P O Box 2196 Chattanooga, TN 37409
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544335</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
11	Manhole Frame, 4" Tall, 24" Clear	0.00	Each	\$ 152.0000	\$ 0.00
12	Manhole Frame, 3" Tall, 22" Clear	0.00	Each	\$ 115.0000	\$ 0.00
13	Manhole Replacement Cover for Plastic Lid, Dexol	0.00	Each	\$ 108.0000	\$ 0.00
14	Chattanooga Logo "Drain" Lid, 1-1/2" Seat 26" Diameter	0.00	Each	\$ 120.0000	\$ 0.00
15	Chattanooga Logo "Sewer" Lid, 1-1/2" Seat 26" Diameter	0.00	Each	\$ 120.0000	\$ 0.00
16	Chattanooga Logo "Drain" Lid, "Non Traffic"	0.00	Each	\$ 81.0000	\$ 0.00
17	Manhole Frame, 22.5" Clear GA-1033 Slab Type "Non Traffic"	0.00	Each	\$ 81.0000	\$ 0.00
18	Manhole Grate, #12 State Standard	0.00	Each	\$ 220.0000	\$ 0.00
19	Manhole Grate, City Standard A-3024-81	0.00	Each	\$ 217.0000	\$ 0.00
20	Manhole Catch Basin Grate, Double City Standard	0.00	Each	\$ 343.0000	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: 000384 Vendor Alternate ID: 5357  Acheson Found & Mach Wk Inc P O Box 2196 Chattanooga, TN 37409
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544335</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
21	Manhole 22" Square Frame and Grate, V-5622	0.00	Each	\$ 349.0000	\$ 0.00
22	Catch Basin Frame, 22" x 22" Clear Reversible, V-5622	0.00	Each	\$ 168.0000	\$ 0.00
23	Catch Basin Grate, 23-3/4 x 23-3/4 x 1-1/2, V-5622	0.00	Each	\$ 181.0000	\$ 0.00
24	Catch Basin Frame, 24-1/2" x 30-3/8" Clear, V-5763	0.00	Each	\$ 215.0000	\$ 0.00
25	Manhole Grate, 26" Diameter, V-3380	0.00	Each	\$ 217.0000	\$ 0.00
26	Manhole Frame and Grate, 24x24 Heavy Duty, A-5724	0.00	Each	\$ 321.0000	\$ 0.00
27	Manhole Frame and Grate, V-3317	0.00	Each	\$ 334.0000	\$ 0.00
28	Manhole Steps, A-1984	0.00	Each	\$ 10.0000	\$ 0.00
29	Manhole Steps, A-1983	0.00	Each	\$ 21.0000	\$ 0.00
30	TN 12 Non Mountable CI Hood, D-CBB-12A	0.00	Each	\$ 214.0000	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: 000384 Vendor Alternate ID: 5357  Acheson Found & Mach Wk Inc P O Box 2196 Chattanooga, TN 37409
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544335</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	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
31	Manhole Paving Ring with Set Screws, 23-1/2" x 1-1/2" x 2"	0.00	Each	\$ 110.0000	\$ 0.00
32	Manhole Catch Basin Grate, 37-3/4" x 37-3/4" x 1-1/2", V5636	0.00	Each	\$ 558.0000	\$ 0.00
33	#12 Catch Basin Frame (D-CBB-12A), V4074010	0.00	Each	\$ 230.0000	\$ 0.00
34	#12 Catch Basin Grate (D-CBB-12A), V4074030	0.00	Each	\$ 220.0000	\$ 0.00
35	# 22 Grate, 21-3/4" x 22-7/8", V4095220	0.00	Each	\$ 275.0000	\$ 0.00
36	Water Tight Assembly with Chattanooga Logo, V2150325	0.00	Each	\$ 849.0000	\$ 0.00
37	Catch Basin Frame, 30" x 30", V5630010	0.00	Each	\$ 246.0000	\$ 0.00
38	Catch Basin Grate, 31-3/4" x 31-3/4", V5630030	0.00	Each	\$ 342.0000	\$ 0.00
39	Catch Basin Frame, 36" x 36", V5636010	0.00	Each	\$ 370.0000	\$ 0.00
40	Manhole Cover, A-2024-81	0.00	Each	\$ 120.0000	\$ 0.00

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 000384 Vendor Alternate ID: 5357  Acheson Found & Mach Wk Inc P O Box 2196 Chattanooga, TN 37409
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>544335</b>  <b>INVOICES: Direct invoices in                  DUPLICATE to the Invoice                  address shown below.</b>
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
41	Manhole Cover to fit 3" Tall Frame, V1140050	0.00	Each	\$ 115.0000	\$ 0.00
42	Manhole Ring and Cover, VM89 City Standard, V-1389	0.00	Each	\$ 517.0000	\$ 0.00
43	Miscellaneous	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

July 10, 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. 544344 – Traffic Barricades – City Wide Services  
– Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 544344 for Traffic Barricades, City Wide Services, Public Works Department. The City of Chattanooga is renewing the first (1<sup>st</sup>) renewal option for twelve (12) months through July, 2019, with one (1) renewal option remaining for an estimated annual amount of \$100,000. 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. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 544344, including the price increase, for Traffic Barricades to A-1 Barricades, Inc, 624 Snow Street, Chattanooga, TN 37405.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments





**City of Chattanooga**  
Mayor Andy Berke

July 5, 2018

A-1 Barricades, Inc  
Attn: Larry Bentley  
624 Snow Street  
Chattanooga, TN 37311

Subject: 544344 – Traffic Barricades

Dear Mr. Bentley:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same terms and conditions. If adjustment of contract pricing is needed, please include a schedule of proposed prices by return letter. The City will review the proposed prices and advise you of their acceptability.

The new expiration date will be July 4, 2019

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto: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: 7.5.18

Sincerely,



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

THIS RENEWAL IS SUBJECT TO THE  
PRICE INCREASES DESCRIBED IN THE  
ATTACHED LETTER.



A-1 Barricades  
  
A&H Safety Supply

624 Snow Street  
P.O. Box 4782  
Chattanooga, TN 37405  
423-265-3054

July 5, 2018

Mark McKeel, Buyer  
City of Chattanooga

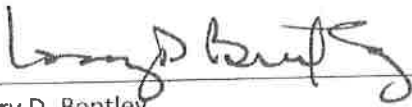
Mark,

Per our discussion, the following price increases are necessary to renew Blanket PO # 544344.

1. Type III Barricades--old price \$195.00, new price \$215.00
4. Type II Barricades--old price \$39.95, new price \$43.50

We have raised prices for these two items across the board for all customers.

The renewal form you provided is attached and is subject to the above described price increases. Thanks you for your continued business.



Larry D. Bentley  
President

A-1 Barricades/A&H Safety Supply  
624 Snow Street  
P.O. Box 4782  
Chattanooga, TN. 37405  
Ph: 423-265-3054  
Fx: 423-265-7721  
Cell: 423-645-4531

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 030889 Vendor Alternate ID: 5403  A-1 Barricades Inc P O Box 4782 Chattanooga, TN 37405
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate
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<b>Purchase Order Number</b> <b>544344</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition No.: 154292 Ordering Dept.: Public Works/City Wide Services Buyer: Dedra Partridge Phone No.: (423) 643-7237  Items Being Purchased: Traffic Barricades  This Shall Be A Twelve (12) Month Blanket Contract To Supply Traffic Barricades. The Contract Term May Be Renewed For Two (2) Additional Twelve (12) Month Term 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 Contact: Larry Bentley (423) 265-3054 (423) 265-7721 (fax) Info@A1Barricades.Com  City Contact: Sharon Smith (423) 643-6846					

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 030889 Vendor Alternate ID: 5403  A-1 Barricades Inc P O Box 4782 Chattanooga, TN 37405
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544344</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	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
***** THIS IS A REVISION TO A PRIOR ORDER *****					
Change Order Issued Increasing the Contract Total From \$9,000.00 To \$100,000.00					
Approved By City Council On January 9, 2018.					

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

<b>V E N D O R</b>	Vendor Number: 030889 Vendor Alternate ID: 5403
	A-1 Barricades Inc P O Box 4782 Chattanooga, TN 37405

PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544344</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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	Type III Barricade System, NCHRP-350 Approval, Meeting MUTCD standards. Blow molded base design, Sand/Water fillable, (Holding up to 90 lbs. sand) Punched to accept Barricade lights.	0.00	Each	\$ 195.0000	\$ 0.00
2	Tire Collar Ballasted Sandless Drum (Channelizer), NCHRP-350. Approved with 4 Engineer Grade Reflective Stripes (6"). Size 18" x 36" x 24". Ballasting with environmentally friendly recycled Truck tires. Punched to accept barricade lights.	0.00	Each	\$ 51.0000	\$ 0.00
3	LED Flasher Light, 6 volt with necessary hardware for installation.	0.00	Each	\$ 21.9500	\$ 0.00
4	Type II Barricades with Angle Iron Legs and Plastic Boards, 24" x 8" Top and Bottom (Sheeted), 1/8" thick, 12 guage galvanized angle iron legs punched to accept barricade lights. Eng grade orange/white reflective sheeting, 4" wide stripes.	0.00	Each	\$ 39.9500	\$ 0.00
5	D-Cell Batteries for Flashers	0.00	Each	\$ 0.8500	\$ 0.00
6	503.9x (x denotes Lens Color)	0.00	Each	\$ 3.0000	\$ 0.00
7	903.001 LED Cable	0.00	Each	\$ 6.5000	\$ 0.00
8	503.005 LED Holder	0.00	Each	\$ 2.0000	\$ 0.00
9	903.002 3 volt Circuit Replacement	0.00	Each	\$ 10.5000	\$ 0.00
10	503.007 D-Bolt	0.00	Each	\$ 1.0000	\$ 0.00

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# Purchase Order

## BLANKET



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

<b>V E N D O R</b>	Vendor Number: 030889 Vendor Alternate ID: 5403  A-1 Barricades Inc P O Box 4782 Chattanooga, TN 37405
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PO Date: 05-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>544344</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	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
11	503 04x (x denotes D-Cell Bottom Color)	0.00	Each	\$ 4.2500	\$ 0.00
12	Miscellaneous	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

July 11, 2018

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

Subject: 167767 / 305094 – HVAC Service, Repairs, Equipment & Installation – Facilities Management Division – Public Works Department

Dear Mr. Holland:

Council approval is recommended to issue a third (3<sup>rd</sup>) citywide blanket contract for HVAC Service, Repairs, Equipment & Installation, Facilities 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. City Council previously approved blanket contracts to Mountain City Services, Inc and Metro Services Inc on July 3, 2018 for a total estimated annual spend of \$1,500,000. After approval, the department determined that it would be beneficial to have a third available vendor. The estimated annual expenditure will not change.

The invitation to bid was sent to ten (10) vendors as well as formally advertised. Bids were received from four (4) vendors shown below. Bids are retained on file in the Purchasing Office for your review upon request.

## Vendors

Mountain City Service, Inc.  
Metro Services Inc

W.J O'Neil Company  
Lee Company

I recommend awarding the third (3<sup>rd</sup>) blanket contract for HVAC Service, Repairs, Equipment & Installation to W.J. O'Neal Company, 500 W. 26<sup>th</sup> Street, Chattanooga, TN 37408, as the best complete bid meeting specifications for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments

Item #	Item Description	Mountain City Service, Inc		M. J. O'Neill Company		Metro Services Inc		Lee Company			
		Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price		
167767 305094	HVAC Service, Repairs, Equipment & Installation										
Section I: HVAC Preventative Maintenance Task, Airside Equipment											
	AHUs rated 10,000 CFM and Less	Per Service	\$ 80.00	1	\$ 80.00	\$ 175.00	1	\$ 175.00	\$ 165.00	1	\$ 165.00
	AHUs rated 25,000 CFM and greater	Per Service	\$ 100.00	1	\$ 100.00	\$ 175.00	1	\$ 175.00	\$ 165.00	1	\$ 165.00
	RTU and Splits 10 ton and less	Per Service	\$ 80.00	1	\$ 80.00	\$ 175.00	1	\$ 175.00	\$ 165.00	1	\$ 165.00
	RTU and Splits 11 ton to 29 ton	Per Service	\$ 10.00	1	\$ 10.00	\$ 175.00	1	\$ 175.00	\$ 165.00	1	\$ 165.00
	RTU and Splits 30 ton and greater	Per Service	\$ 150.00	1	\$ 150.00	\$ 175.00	1	\$ 175.00	\$ 185.00	1	\$ 185.00
Section I: HVAC Preventative Maintenance Task: Waterside Equipment											
	Chillers rated 10 ton and less	Per Service	\$ 100.00	1	\$ 100.00	\$ 140.00	1	\$ 140.00	\$ 135.00	1	\$ 135.00
	Chillers rated 10 ton and less	Per Annual Service	\$ 600.00	1	\$ 600.00	\$ 280.00	1	\$ 280.00	\$ 270.00	1	\$ 270.00
	Scroll Chillers rated 11 ton to 99 ton	Per Service	\$ 100.00	1	\$ 100.00	\$ 140.00	1	\$ 140.00	\$ 130.00	1	\$ 130.00
	Scroll Chillers rated 11 ton to 99 ton	Per Annual Service	\$ 600.00	1	\$ 600.00	\$ 420.00	1	\$ 420.00	\$ 410.00	1	\$ 410.00
	Screw Chillers rated 100 ton to 199 ton	Per Service	\$ 200.00	1	\$ 200.00	\$ 140.00	1	\$ 140.00	\$ 140.00	1	\$ 140.00
	Screw Chillers rated 100 ton to 199 ton	Per Annual Service	\$ 600.00	1	\$ 600.00	\$ 1,120.00	1	\$ 1,120.00	\$ 1,100.00	1	\$ 1,100.00
	Centrifugal Chillers rated 200 ton and greater	Per Service	\$ 150.00	1	\$ 150.00	\$ 140.00	1	\$ 140.00	\$ 140.00	1	\$ 140.00
	Centrifugal Chillers rated 200 ton and greater	Per Annual Service	\$ 700.00	1	\$ 700.00	\$ 1,680.00	1	\$ 1,680.00	\$ 1,640.00	1	\$ 1,640.00
	Cooling Towers (Counterflow)	Per Service	\$ 100.00	1	\$ 100.00	\$ 140.00	1	\$ 140.00	\$ 135.00	1	\$ 135.00
	Cooling Towers (Counterflow) Boilers (Hot Water Heating) 500K BTU and less	Per Service	\$ 125.00	1	\$ 125.00	\$ 560.00	1	\$ 560.00	\$ 550.00	1	\$ 550.00
		Per Service	\$ 150.00	1	\$ 150.00	\$ 140.00	1	\$ 140.00	\$ 130.00	1	\$ 130.00





**Mountain City Service Inc.**  
2408 Taft Highway  
Signal Mountain, TN 37377

**Keefe Plumbing & Heating  
Company, Inc.**  
1820 East 23rd Street  
Chattanooga, TN 37404

**Jake Marshall Service, Inc.**  
611 W. Manning Street  
Chattanooga, TN 37405

**Carrier Corporation**  
909 Murfreesboro Road  
Nashville, TN 37217

**Reliable Heating & Air  
Conditioning Company, Inc.**  
404 Spears Avenue  
Chattanooga, TN 37405

**W.J. O'Neil Company**  
500 West 26th Street  
Chattanooga, TN 37408

**Hoffman & Hoffman, Inc.**  
4638 Resource Drive  
Suite 108  
Chattanooga, TN 37416

**Johnson Controls, Inc.**  
6125 Heritage Park Drive  
Chattanooga, TN 37416

**Lee Company**  
331 Mallory Station Road  
Franklin, TN 37067

**Daiken Applied Services**  
4638 Resource Drive  
Suite 108  
Chattanooga, TN 37416

Date: May 9, 2018

Requisition No.: 167767

**PURCHASING DEPARTMENT  
101 EAST 11<sup>TH</sup> 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 11<sup>th</sup> Street, Suite G13,  
Chattanooga, TN 37402 until 2:00 P.M., EST. on May 23, 2018*

**Requisition / Bid No.: R167767 / 305094  
Ordering Dept.: Facilities Management Division, Public Works  
Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov**

\*\*\*\*\*

**Items Being Purchased: HVAC Services, Repairs, Equipment & Installation**

\*\*\*\*\*

**\*\*\*REQUEST FOR BIDS MUST BE RECEIVED\*\*\***

**2:00 P.M., EST on May 23, 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:** W. J. O'Neil Company

**Mailing Address:** Post Office Box 2006

**City & Zip Code:** Chattanooga, TN 37409

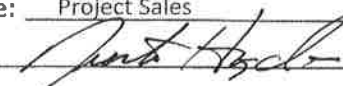
**Phone/Toll Free No.:** 423-702-6000

**Fax No.:** 423-702-6005

**E-Mail Address:** dhigdon@wjo.com

**Contact Person:** Dustin Higdon

**Company Title:** Project Sales

**Signature:** 

**ADDENDUM NO: 2**

**REQ NO: 167767**

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

**FINAL QUESTIONS: May 23, 2018 2:00 PM EST**

**Department: Facilities Management Division, Public Works**

**Changes to Bid No. 305094:**

The Bid Opening has been changed due to vendors requesting for Open Records and Site Visits of certain buildings.

The new Bid Opening will be May 30, 2018 at 2:00 PM EST.

**Req No: 167767 HVAC Service, Repairs, Equipment & Installation**

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

**Name:**



**Company:**

*W. J. O'Neil Company*

**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: 167767**

**FINAL SUBMITTAL: June 6, 2018 2:00 PM EST**

**FINAL QUESTIONS: May 31, 2018 2:00 PM EST**

**Department: Facilities Management Division, Public Works**

**Changes to Bid No. 305094:**

The Bid Opening has been changed due to vendors requesting Site Visits of certain buildings.

The new Bid Opening will be June 6, 2018 at 2:00 PM EST.

**Req No: 167767 HVAC Service, Repairs, Equipment & Installation**

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

Name:



Company:

*W.J. O'Neil Company*

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

## BID FORM

### SECTION I: HVAC PREVENTIVE MAINTENANCE TASKS

**Airside Equipment:** (Air Handling Units, Fan Coil Units, Exhaust, Return, and Relief Fans, Unit Heaters, and Energy Recovery Units) All Preventive Maintenance tasks listed in **Attachment A** under "Preventive Maintenance tasks - Airside Equipment" shall be completed at EACH service.

AHUs rated 10,000 cfm and less	\$ 175.00	Per Service
AHUs rated 25,000 cfm and greater	\$ 175.00	Per Service
RTU and Splits 10 ton and less	\$ 175.00	Per Service
RTU and Splits 11 ton to 29 ton	\$ 175.00	Per Service
RTU and Splits 30 ton and greater	\$ 175.00	Per Service

**Waterside Equipment:** (Liquid Chillers, Cooling Towers, Boilers, Pumps, and Ancillary Equipment) All Preventive Maintenance tasks listed in **Attachment A** under "Preventive Maintenance tasks - Waterside Equipment" shall be completed at EACH service. All tasks under "Annual Maintenance tasks – Waterside Equipment" shall be completed one time per year as an "Annual Service". Water Treatment Testing \$ 65.00 Per Service

Pricing is same for all waterside equipment

Chillers rated 10 ton and less	\$ 140.00	Per Service
Chillers rated 10 ton and less	\$ 280.00	Per Annual Service
Scroll Chillers rated 11 ton to 99 ton	\$ 140.00	Per Service
Scroll Chillers rated 11 ton to 99 ton	\$ 420.00	Per Annual Service
Screw Chillers rated 100 to 199 ton	\$ 140.00	Per Service
Screw Chillers rated 100 to 199 ton	\$1,120.00	Per Annual Service
Centrifugal Chillers Rated 200 ton and greater	\$ 140.00	Per Service
Centrifugal Chillers Rated 200 ton and greater	\$1,680.00	Per Annual Service
Cooling Towers (Counterflow)	\$ 140.00	Per Service
Cooling Towers (Counterflow)	\$ 560.00	Per Annual Service
Boilers (Hot Water Heating) 500k Btu and less	\$ 140.00	Per Service
Boilers (Hot Water Heating) 500k Btu and less	\$ 560.00	Per Annual Service
Boilers (Hot Water Heating) 501k Btu and greater	\$ 140.00	Per Service
Boilers (Hot Water Heating) 501k Btu and greater	\$ 560.00	Per Annual Service

### SECTION II: HVAC HOURLY RATES

The Vendor shall complete the form below identifying the rates at which for the term of the contract, the City may be billed for normal HVAC services, installation, and repair work. Please provide a single hourly rate for regular time, overtime, holiday, and weekend time as well as a percentage markup for materials. **Please bid all items in this section. Failure to do so may disqualify bid.**

Technician, Regular Time Labor Rate	\$ 70.00 per hour
Helper, Regular Time Labor Rate	\$ 65.00 per hour
Technician, Standard Overtime Labor Rate	\$ 90.00 per hour
Helper, Standard Overtime Labor Rate	\$ 85.00 per hour
Technician, Holiday Time Labor Rate	\$ 110.00 per hour
Helper, Holiday Time Labor Rate	\$ 105.00 per hour
Technician, Weekend Time Labor Rate	\$ 90.00 per hour
Helper, Weekend Time Labor Rate	\$ 85.00 per hour

### SECTION III: HVAC EQUIPMENT AND MATERIAL MARKUP OVER COST

Percentage Markup for Equipment and Materials 30 %



WJONEIL-01

CWARSTLER

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/13/2018

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 The Huttenlocher Group 1007 W. Huron Street Waterford, MI 48328	CONTACT NAME: <b>Mary Horton</b>	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: <b>maryh@huttenlochergroup.com</b>		
INSURED  W. J. O'Neil Company 500 W. 26th Street Chattanooga, TN 37408	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : <b>Cincinnati Insurance Company</b>		<b>10677</b>
	INSURER B : <b>Accident Fund National Insurance Company</b>		<b>12305</b>
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES CERTIFICATE NUMBER: 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
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	X	CPP 3655087	03/01/2018	03/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:							
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CAA 5186087	03/01/2018	03/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CPP 3655087	03/01/2018	03/01/2019	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ AGG \$ 15,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/>	N/A		WCV6053515	03/01/2018	03/01/2019	<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
A	Equipment Floater			CPP 3655087	03/01/2018	03/01/2019	Leased/Rented Equip. 600,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Bid No. R114343 / 303769  
The City of Chattanooga, Tennessee is additional insured with respect to general liability for work and/or services provided by the named insured. A waiver of subrogation applies in favor of the City of Chattanooga, Tennessee as respects general liability. A 15 day notice of cancellation applies except 10 days for nonpayment of premium.

CERTIFICATE HOLDER  The City of Chattanooga, Tennessee Purchasing Department 101 East 11th Street City Hall, Suite 613 Chattanooga, TN 37402	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  

# **SPECIFICATIONS FOR BLANKET CONTRACT**

## **TO SUPPLY**

### **HEATING, VENTILATION & AIR CONDITIONING (HVAC) SERVICES, REPAIRS, EQUIPMENT, AND INSTALLATION**

#### **FOR THE**

#### **CITY OF CHATTANOOGA, TENNESSEE**

**May 2018**

#### **1.0 SCOPE OF SERVICES**

The Scope of Services included in these Specifications shall be for City Wide Heating, Ventilation & Air Conditioning (HVAC) services, repairs, equipment, and Installation on an as-needed basis, for the City of Chattanooga.

Services to be provided by the Vendor may include any or all labor, equipment, tools, parts, materials, and supplies required to repair, replace, remove stoppages, and install existing and new HVAC systems as required. This includes the provision of all replacement parts and component systems required for existing building HVAC systems in accordance with all original equipment manufacturer specifications.

Vendor shall list all areas of HVAC, which Vendor will not provide services for. The services shall additionally include, but not be limited to:

- Expediting services
- Regular service calls
- Emergency service calls

Repair, replacement, stoppage removal and installation services provided by the Vendor shall comply with and conform to all applicable Federal, State, and local regulations, laws and codes.

Any questions or comments related to the services described in these specifications may be directed to Mr. Mark McKeel, Buyer, City of Chattanooga Purchasing Division, phone 423-643-7236.

#### **1.1 BASIS OF BIDDING**

The Vendor shall submit two (2) copies of bid documents utilizing the City's Standard Bid Form and attached list of items for bid.

The *installation cost* shall include any and all costs for equipment accessories, standard tools/incidentals required to complete a job, wages, benefits, travel, indirect costs, overhead and profit, insurance, and any other related direct or indirect cost.

The *labor cost* per hour shall be for the service and repairs to existing Heating, Ventilation & Air Conditioning (HVAC) equipment and shall include any and all costs for standard tools/incidentals required to complete a job, wages, benefits, travel, indirect costs, overhead and profit, insurance, and any other related direct or indirect cost.



The bid shall be awarded on the basis of the unit costs as well as an evaluation of the Vendor's qualifications, experience, capabilities and other factors specified in the City Code. No travel or mileage costs will be paid by the City.

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

**1.2 SUBMITTALS**

**1.2.1 Bid Bond**

Not Required

**1.2.2 Performance Bond**

None Required.

**1.2.3 Qualifications**

✓ The Vendor shall submit a brief company history of providing services similar to those specified herein, including a list of personnel that will be performing work under this contract.

**1.3 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS**

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

**1.4 LENGTH OF CONTRACT**

The Contract for services described herein shall be for a period of one (1) year beginning the effective date of the award of the Contract. The Vendor shall provide firm rates for the first year of the Contract.

The City and Vendor shall have the option of mutually extending the Contract for two (2) additional one (1) year periods.

**1.5 \* INSURANCE**

✓ The Vendor shall, prior to the award of the Contract, furnish proof and maintain in force insurance requirements at the minimum limits specified in the attachment "Requirements for Insurance Coverage." Where applicable, the City shall be listed as additional insured.

Copies of the current insurance certificate(s) shall be provided to the City prior to any work being performed. Insurance shall be kept in force during the entire length of the contract.

**1.6 REGULAR SERVICE CALLS**

Service requests made to Vendor prior to 12:00 P.M. shall be responded to within four (4) hours after the City's notification to Vendor.

**1.7 EMERGENCY SERVICE CALLS**

Vendor shall respond to emergency calls twenty-four (24) hours per day, seven (7) days per week throughout the duration of the contract. Vendor shall respond to Emergency service requests within one (1) hour of notification to Vendor.

**1.8 WARRANTY/GUARANTEE**

All work provided by any Vendor pursuant to any contract that ensues from this bid shall be warranted or guaranteed by that Vendor for a period of time of not less than one (1) year following the completion of the work. Vendor shall warrant any services or related materials that are found to be defective or faulty due to imperfect and/or bad workmanship and/or materials shall be replaced promptly at no additional cost to the City.

Any and all manufacturer's warranties for equipment, parts and accessories installed as a part of the work shall be fully transferred and assigned in full force to the City at the end of the Vendor's warranty period.

**1.9 CONTRACTORS EMPLOYEES**

The Vendor shall ensure that personnel are knowledgeable of all the requirements of these specifications. The Vendor shall be responsible for instructing his employees in safety measures considered appropriate. Tennessee OSHA safety requirements shall be complied with in all activities under this award.

**1.10 SITE CONTROL**

Any areas being worked in shall be secured from public access, clearly marked, and barricaded, if necessary. At all times, work shall not interfere with ingress or egress of the building or normal operations by tenants, employees or vehicles. All surrounding surfaces and vegetation shall be protected from contact with any materials used in this project.

The Vendor is solely responsible for damage to surrounding surfaces, facilities, vegetation, vehicles, or persons caused by its materials, equipment, workers, or agents. The Vendor shall make every effort to maintain a clean, quiet, and orderly work area throughout the term of this project. No materials or equipment shall be left on the site when the Vendor's workers are not present. The Vendor is responsible for protecting the work from damage from any source prior to final acceptance.

**1.11 WORK SCHEDULE**

The Vendor shall perform work when needed and requested, including day and night hours as well as weekends and holidays.

Vendor shall complete non-emergency work in a timely manner and shall notify the City of expected delays if deadlines cannot be met.

**1.12 CLEAN UP**

The Vendor shall ensure that upon completion of work assignments, all materials and equipment are cleaned up and/or removed, all materials, supplies, debris and rubbish requiring disposal are removed, all equipment is properly stored, and the work area is completely cleaned and left in a clean, acceptable condition.

## **2.0 SERVICES AND OTHER REQUIREMENTS**

### **2.1 GENERAL**

#### **2.1.1 Subcontractors**

The Vendor shall not subcontract the services or assign the contract to others without the written consent of the City of Chattanooga.

#### **2.1.2 Compliance with Applicable Regulations**

All of the services provided by the Vendor shall be completed in a good and workmanlike manner. All services provided shall be in compliance with all applicable statutes, rules, ordinances and regulations.

The Vendor's personnel shall comply with all City facilities' work rules and regulations when on site.

#### **2.1.3 Inspection**

The services furnished by the Vendor shall be subject to inspection and approval by the City's designated representative, but the manner and method of providing the services shall be the responsibility of the Vendor.

#### **2.1.4 Failure to Provide Services and Termination of Contract**

In the event the Vendor:

- a. Fails to initiate services on the date specified or otherwise agreed to;
- b. Fails to provide all of the required documentation required by these Specifications at the specified times;
- c. After having begun services, abandons them for any reason;
- d. Suspends or refuses to continue services; or
- e. Defaults in any manner in the performance under the terms of the Contract for a period of two (2) consecutive working days (unless the Vendor is prevented from continuing for reasons beyond its control);

The City of Chattanooga shall have the right to terminate the Contract after giving a thirty-day (30) written notice to the Vendor for the above, but not limited to the reasons listed above.

### **2.2 MINIMUM PROPOSER REQUIREMENTS**

The Vendor shall be a full time, commercial HVAC contractor. Vendors not meeting this requirement will not be considered. For the purposes of this bid, the City will not consider general contractors as meeting this minimum requirement.

The Vendor shall possess and maintain a valid State of Tennessee mechanical contractor's License, and appropriate specialty contractor's license(s).

The Vendor shall provide evidence of his existence in the HVAC business for a minimum of three (3) years.

The Vendor shall provide references from at least five (5) commercial facilities and/or municipalities for which work has been completed in the past 12 months. References shall be indicated with the BID FORM.

### 2.3 CONTRACT PRICING

Cost shall include all materials, equipment and labor for standard application.

Vendor shall provide rates for:

- a. Regular Time work rates
- b. Standard Overtime work rates
- c. Holiday Time work rates
- d. Weekend Time work rates

Overtime work shall be performed only upon the City's request. The Vendor will be compensated at a rate of 1.5 times the quoted hourly rate.

Supplies and materials shall be provided to the City at the Vendor's published catalog rate, less a percentage discount. The discount shall be indicated on the BID FORM.

The following shall apply to all hourly rate pricing:

- a. Regular Time is defined as the City of Chattanooga's normal business hours, 8:00 a.m. to 4:30 p.m., Monday through Friday.
- b. Overtime work shall be performed only upon the City's request by the City's representative or their designee.
- c. Holiday work shall be performed only upon the City's request. Holidays that qualify for Holiday Time work rate billing are as follows:
  1. New Year's Day
  2. Labor Day
  3. Independence Day
  4. Memorial Day
  5. Thanksgiving Day
  6. Christmas Day

All hourly rates quoted must include any and all overhead, profit, travel and all administrative costs. Trip charges are not permitted under this contract.

The Vendor may be required to have the hours worked certified by City of Chattanooga personnel at the job site.

### 2.4 WORK AUTHORIZATION

For work which exceeds one thousand dollars (\$1,000), the Vendor shall be required to visit the potential job site and shall furnish to the City, a written quote for the full scope of services requested which shall include a scope of work, bill of materials, fixed price, and time required for completion at no additional charge to the City.

The quotation shall be provided within" three (3) business days" of the original request, and shall include a detailed summary in accordance with the contract rates. If the quotation is accepted and the work performed, the Vendor's invoice shall not exceed the quoted amount unless previously authorized by the City representative or their designee.

## 2.5 DESCRIPTION OF CONTRACTED SERVICES

### 2.5.1 Scope of Responsibilities of Vendor

- a. The Vendor shall provide the services as scheduled by the City or on an "as needed" basis as requested by the City.
- b. Vendor shall not assign or subcontract any work covered by this Agreement without the consent of the City.
- c. Services provided by the Vendor shall include as specified, any or all labor, equipment, tools, parts, materials, and supplies required to repair, replace, remove stoppages, and install existing and new HVAC systems as required and shall include the provision of all replacement parts and component systems required for existing building HVAC systems in accordance with all original equipment manufacturer specifications.
- d. Vendor shall perform all work covered by this Agreement in accordance with current Federal, State, and Local regulations.
- e. Vendor shall maintain current licensing, if applicable, with the City.
- f. Vendor shall enact standard lock-out/tag-out procedures during any and all maintenance work inside of units or near open electrical wiring including heating elements, in proximity to normally rotating or oscillating parts such as fans, and inside of units containing ultraviolet or electrostatic filters.
- g. Proper management of the refrigerants present in HVAC equipment in accordance with EPA requirements is an absolute requirement of the contract and it is the Vendor's responsibility to maintain and account for refrigerant charge. If, during an annual leak test or at any other time, it becomes necessary to add refrigerant to replenish a unit's charge or to transfer refrigerant in the process of effecting repairs to the equipment, the Vendor shall immediately locate and repair any and all leaks and to furnish the City with documentation of the event. Documentation shall include at minimum an accounting of the type and quantity of charge lost as well as a description of the measures taken to assure the future integrity of the system.
- h. The Vendor shall furnish to the City's representative SDS documentation for all products and chemicals utilized in the performance of the contract.
- i. Vendor shall provide all services as per the terms of this bid, the bid specifications, and the resultant contract. The Vendor shall perform its obligations and functions in accordance with the requirements and standards contained herein and in a professional and businesslike manner; further, Vendor shall perform its activities so as not to annoy, disturb, endanger, or unreasonably interfere with or delay the operations or activities of any building occupants, tenants, or employees of the City of Chattanooga.
- j. Vendor shall provide itemized billing for each invoice including: Date of Invoice, indication of City department or employee for which service was performed, basic description of service, total labor cost, total parts and materials cost, work order number, and overall total costs including costs for miscellaneous items such as equipment rentals or fuel charges.
- k. Vendor shall provide to the City items not listed under this contract at a cost plus vendor's markup. Invoice to the City must include material invoice and show invoice total and markup as separate items.
- l. The Vendor shall be responsible for the storage and security of all HVAC materials and supplies at all times and until installed and approved by the City representative.
- m. Vendor shall estimate all projects as local jobs only and shall NOT charge mileage or travel time for labor or equipment to or from the jobsite.

**2.5.2 Scope of Responsibilities of City**

- a. City shall typically order work covered by this Agreement from the Vendor unless it is necessary to order such work from another contracting firm in order to best serve public interest.
- b. City shall reserve the right at its own discretion to solicit competitive pricing for certain similar services or products when deemed necessary by the City to ensure that the best interest of the public is being served.
- c. City shall furnish tax exemption information as required by the Vendor.
- d. City shall communicate to the Vendor at the time of request if certain deadlines must be met.
- e. City shall reserve the right to reject unsatisfactory work and/or materials.
- f. City shall verify the status of the Vendor's licensing with the City prior to entering into an agreement.
- g. The City will designate a City representative to coordinate each assignment and/or project with Vendor's personnel
  
- h. Access to HVAC equipment, mechanical, and electrical rooms during normal business hours shall be coordinated in advance with a City maintenance representative for execution of the work.

**3.0 CONTRACT STARTING DATE**

The Contract for the full services shall begin immediately on the effective date of the award of the Contract.

**4.0 PAYMENT OF SERVICES**

Payment shall be made in accordance with City procedures. Invoices should be sent to the following address:

City of Chattanooga  
Accounts Payable Division  
101 East 11<sup>th</sup> Street, Suite 101  
Chattanooga, TN 37402  
[acctspayable@chattanooga.gov](mailto:acctspayable@chattanooga.gov)

And a copy of the invoice sent to the requesting department, such as:

City of Chattanooga  
General Services  
274 E. 10<sup>th</sup> Street  
Chattanooga, TN 37402  
[lwilson@chattanooga.gov](mailto:lwilson@chattanooga.gov)

Moccasin Bend Waste Water Treatment Plant  
455 Moccasin Bend Road  
Chattanooga, TN 37405  
[mmccarthy@chattanooga.gov](mailto:mmccarthy@chattanooga.gov)

## ATTACHMENT A

### General Specifications for Typical Scopes of Service

#### GENERAL SERVICE CATEGORIES AND STANDARD SCOPE OF WORK

For the purposes of this contract the responsibilities for maintenance of equipment have been broken into the following general categories and shall be requested by the City on an AS NEEDED basis only:

- a. Preventative Maintenance work;
- b. Annual Maintenance work;
- c. Hourly Maintenance, Repairs, and Installation.

#### PREVENTATIVE MAINTENANCE WORK (IF REQUESTED):

Airside Equipment and Waterside Equipment shall be addressed as part of preventive maintenance. The Vendor's responsibility for each item includes inspection, assessment, adjustment, and repair or replacement as needed to maintain equipment in good working order. Justify deficiencies and the steps taken to correct them.

If requested, the Vendor may provide regular Periodic inspection, maintenance, and repair services for City departments and facilities. Vendor may include in the work quoted regular periodic inspection, maintenance, and repair services according to the following schedule:

- a. All airside equipment (air handling units, fan coil and blower coil units, exhaust, return, and relief fans, unit heaters, and energy recovery units) shall be serviced a minimum of three (3) times a year (in August, December, and April)
- b. All waterside equipment (chillers, cooling towers, boilers, pumps, and ancillary equipment) shall be serviced a minimum of six (6) times a year (in August, October, December, February, April, and June).
- c. Annual maintenance tasks on all waterside equipment (chillers, cooling towers, boilers, pumps, and ancillary equipment) shall be completed one time per year.

#### Preventative Maintenance tasks – Airside Equipment

The specific preventive maintenance tasks enumerated below pertain to regular preventive maintenance tasks on airside equipment including air handling units, fan coil and blower coil units, exhaust, return, and relief fans, unit heaters, and energy recovery units. In general, the Vendor shall be responsible for the proper operation of the equipment and all associated components from the load side of the associated disconnect to the discharge of the unit excluding controls and controlled specialties such as automatic valves and dampers.

The Vendor is expected to perform exactly those tasks applicable to each unit. For example, filter changes and coil inspection are required for air handlers, but not for exhaust fans, while drive train maintenance is necessary for both. The Vendor shall furnish all labor, parts, tools, and materials necessary to the performance the tasks.

Work shall be performed in a manner that maintains the integrity of any existing equipment warranties. The Vendor shall turn over to the City any and all warranty documentation pertaining to newly installed replacement equipment or parts.

For Preventative Maintenance work requested on Airside Equipment the following tasks shall be performed:

- a. **Verify the general condition and function of each unit;**
- b. **Spring isolators (floor mounted or suspended):**  
Verify that isolators have sufficient range of motion in all planes, are secured properly, and have no visible defects;
- c. **Motor mounts:**  
Verify that motor mounts are properly secured;

- d. **Motors:**
  - Verify motor's proper operation. Furnish the City with nameplate as well as operating volts and amps;
  - Replacement motors shall be in-kind according to equipment manufacturer's specifications for that unit;
- e. **Motor starters:**
  - Inspect contacts for signs of wear or heat associated defects;
  - Clean contacts with a solvent recommended by the equipment manufacturer. Do not sand or file or use other mechanical means to clean;
  - Verify operation;
- f. **Unit enclosure and structural integrity:**
  - Verify that the air handling unit shell – including outer and inner casing, doors, seams, transitions, and all penetrations – is free from leaks and in good physical condition;
  - Identify and justify structural or envelope deficiencies
- g. **Insulation/sound lining:**
  - Inspect unit interior for insulation/sound lining integrity. Repair or replace any torn, separated, delaminated, or otherwise damaged sections;
- h. **Condensate pans:**
  - Inspect air handling unit condensate pans for integrity and report all deficiencies to City for action;
  - Verify the operation of all drains, pumps, and overflow prevention devices (e.g., auxiliary pans and float switches) as applicable;
- i. **Flexible duct connectors:**
  - Verify that flexible connectors are intact with no air leaks, are securely attached to the associated air handler and ductwork, and are properly aligned;
- j. **Fan integrity:**
  - Verify that fans and blowers are free from mechanical defects and debris;
  - Verify the function and working condition of associated shafts and bearings;
  - Verify grease line connections and lubrication;
  - Inform the City of excessive fan vibration;
- k. **Drive train:**
  - Verify the integrity of all belts and sheaves. Sheaves with physical defects that may affect performance (including cracks, nicks, wear, and glazing) shall be replaced in kind;
  - Verify alignment of sheaves to assure that belt runs are straight and true;
  - Replace damaged, worn, glazed, or broken belts, and verify proper tension;
  - If changes other than one for one belt replacement are to be performed, verify fan operating speed both before and after repairs. Provide documentation to City;
- l. **Air filters:**
  - Air Filters shall be replaced with new filters at each service visit – or a minimum of every (4) months.
  - Replacement filters shall be 40% efficiency, pleated, disposable devices, sized for one-for-one replacement of existing filters;
- m. **Heating and cooling water coils:**
  - All heating and cooling coils shall be inspected and cleaned properly and maintained in prime condition. Existing deficiencies shall be justified.
  - Inspect coils, associated piping, connections, and valves for leaks;
  - Note the condition of coil fins and report significant deficiencies to the City;
  - Verify that coils are free from debris;
  - Disassemble and thoroughly clean associated strainers as needed; Repair or replace damaged or missing insulation;
  - Identify and immediately report to City any and all deficiencies related to coils or associated piping and specialties that have the potential to cause water damage to City property or structures;



**n. Electrically powered heating elements:**

Verify the proper operation of electrically powered heating elements including the operation of all associated components (circuit breakers, switches, etc.) that affect heater operation;  
Verify that the air path (including any filters, grilles, and the fan itself) is clear of debris;

**o. Readouts and gages:**

Verify the function of all existing analog and digital monitors and sensors associated with all equipment. Replace or repair any such sensors found to be damaged or out of calibration. Verify functionality and calibrate new sensors;

**Preventative Maintenance tasks – Waterside Equipment**

The specific maintenance tasks enumerated below pertain to regular preventive maintenance tasks on waterside equipment. In general, the Vendor is responsible for the proper operation of the entire unit from the load side of the disconnect to the discharge of the unit, and from the associated strainers to the fluid discharge point.

The Vendor is expected to perform exactly those tasks applicable to each unit. For example, while all chillers require the Vendor to verify refrigerant level, not all chillers require checks on oil level.

For preventive maintenance work requested on waterside equipment the following tasks shall be performed:

**a. Verify the general condition and function of each unit;**

**b. Air cooled and water cooled chillers:**

Verify general condition and function;  
Verify control panel function including all ancillary functions (such as logging, diagnostics, etc.) as applicable;  
Verify proper operation of all safety and protection mechanisms;  
Verify proper operation of flow switch;  
Adjust operating controls as necessary;  
Disassemble and thoroughly clean associated strainers as needed; Repair or replaced insulation against condensation and/or excessive energy loss;  
Verify that all monitors are functional and calibrated;  
Verify that all gages, readouts, and other state indicators are fully functional and calibrated;  
Verify proper refrigerant level;  
Verify proper oil level, condition, and operating temperature;  
Verify that oil filters are clean and free from obstruction;  
Verify proper operation of the lubrication system;  
Verify proper operation of the crankcase heater and thermostat calibration;  
Verify proper operation of the motor, motor starter, and all associated devices including relays and controls;  
Document motor voltage and current at full load;  
Verify proper operation of condenser fans;  
Verify that the condenser fan air path is clean and clear of debris.  
Furnish City with an operating log as well as documentation of chiller and chiller motor condition, deficiencies, and actions taken to correct deficiencies.

**c. Cooling towers:**

Verify general condition and function;  
Verify sump integrity and freedom from leaks;  
Verify the integrity of the supporting structure;  
Verify motor's proper operation. Furnish the City with complete nameplate information, running volts, amps, and motor rpm's with unit at full operating speed.  
Verify that fans are free from mechanical defects and debris;  
Verify the function and working condition of associated shafts and bearings;  
Verify grease line connections and maintain a periodic lubrication schedule;

Inform the City of excessive fan vibration;  
Verify the integrity of all sheaves. Sheaves with physical defects that may affect performance (including cracks, nicks, wear, and glazing) shall be replaced in kind;  
Verify alignment of sheaves to assure that belt runs are straight and true;  
Replace damaged, worn, or broken belts, and verify proper tension;  
If changes other than belt replacement have been effected, verify fan operating speed before and after repairs. Furnish documentation to City for future reference.  
Verify proper operation of automatic level control system;  
Clean the sump of all detritus and debris;  
Verify sump drains are clear of debris and are functioning properly;  
Inspect spray nozzles, fill material, and air inlet diffusers verifying that all are free from scale or other blockages;  
Note and report to City all deficiencies in associated piping, fittings insulation, and specialties.  
Furnish City with documentation of cooling tower condition, deficiencies, and actions taken to correct deficiencies.

**d. Boilers:**

Verify general condition and function;  
Verify the integrity of all fuel lines, fuel line couplings, seals, and pumps;  
Verify control panel function including all ancillary functions (such as logging, diagnostics, etc.) as applicable;  
Verify proper operation of all safety and protection mechanisms (e.g., flame detection, low water shut off, etc.);  
Verify that all monitors are functional and calibrated;  
Verify that all gages, readouts, and other state indicators are functional and calibrated;  
Verify proper operation of the any motor, motor starter, and all associated devices including relays and controls;  
Inspect burners for signs of incomplete combustion and blocked or damaged ports. Take corrective action as necessary;  
Inspect and clean fuel filters. Provide replacement filters as needed;  
Verify proper operation of relief and blowdown valves;  
Disassemble and thoroughly clean associated strainers as needed. Repair or replaced insulation against excessive energy loss.  
Document entering and leaving water temperatures under full load conditions;  
Furnish City with documentation of boiler condition, deficiencies, and actions taken to correct deficiencies.

**e. Pumps:**

Verify general condition and function;  
Verify integrity of all connections and seals;  
Verify that all pump specialties (e.g., backflow preventers, strainers, etc.) are functioning properly;  
Disassemble and thoroughly clean associated strainers as needed;  
Repair or replace missing or damaged insulation;  
Verify proper alignment and functioning of shaft, bearings, and coupling;  
Verify that equipment isolators have sufficient range of motion in all planes, are secured properly, and have no visible defects;  
Verify that motor and pump mounts are properly secured;  
Repair or replace areas of damaged or missing insulation.

**f. Water treatment equipment:**

Provide water treatment service to all chilled water, condenser water, and hot water systems in order to maintain proper heat transfer surfaced conditions;  
Monitor and adjust chemical levels;  
Furnish the City with a condition report;

## **Annual Maintenance tasks – Waterside Equipment**

The specific maintenance tasks enumerated below pertain to annual maintenance tasks on waterside equipment. In general, the Vendor is responsible for the proper operation of the entire unit from the load side of the disconnect to the discharge of the unit, and from the associated strainers to the fluid discharge point.

The Vendor is expected to perform exactly those tasks applicable to each unit. For example, while all chillers require the Vendor to verify refrigerant level, not all chillers require checks on oil level.

For Annual Maintenance tasks requested on waterside equipment, the following tasks shall be performed:

- a. Verify the general condition and function of each unit;**
- b. Chillers:**
  - Document entering and leaving fluid flow rates;
  - Document condenser and chilled water heat transfer;
  - Verify the condition of sight glasses;
  - Repair or replace damaged or missing insulation.
- c. Refrigerant leak test:**
  - Perform a refrigerant leak test;
  - Top off refrigerant charge as needed;
  - Locate and repair all leaks;
  - Inspect equipment and associated piping for potential points of weakness or failure;
  - Furnish City with documentation of test results including, if applicable, an accounting of the type and quantity of charge lost as well as a description of the measures taken to assure the future integrity of the system.
- d. Oil system:**
  - Change low pressure refrigerant compressor oil and furnish City with documentation of oil lab analysis;
  - Change high pressure refrigerant compressor oil only as required by equipment manufacturer frequency or rate schedule or sooner if oil sample report dictates;
  - Replace filter and dryer with new;
  - Verify the proper operation of the oil pump including motor function and seal integrity;
  - Verify the proper operation of ancillary devices to the oil system including the cooler, strainer, and/or solenoid valve, as applicable;
  - Verify that the dirt leg is clean and clear.
- e. Motor:**
  - Document motor winding resistance;
  - For open motors:
    - Verify the integrity of coupling and seals,
    - Lubricate motor,
    - Verify the proper functioning of drive package including sheave condition and alignment, as applicable,
  - Clean or replace contactors as required, retighten power wiring, and verify contactor operation,
  - Furnish City with documentation of motor condition, deficiencies, and actions taken to correct deficiencies.
- f. Motor starter:**
  - Inspect contacts for signs of wear or heat associated defects;
  - Verify linkage function;
  - Change solid state starter fluid;
  - Tighten all power connections;
  - Replace air filter, as applicable;
  - Verify starter operation;
- g. Control Panel:**
  - Run diagnostic check of panel;
  - Verify safety shut down sequence;
  - Tighten all controls and power wiring terminals;
  - Verify that all sensors and displays are functional and calibrated;

Verify the proper operation of all relays, internal controls, interlocks, and internal safeties, including repair, replacement, and/or recalibration, as applicable;

**h. Purge unit:**

Verify the proper operation of the purge system including all its subsidiary components;

Change the filter dryer;

Verify that the liquid feed line is clean and clear of debris;

Clean solenoid valves and verify their proper operation;

Verify the proper operation of the float valve;

Document pressure control set point;

**i. Condenser:**

Prior to any mechanical or chemical cleaning, inspect tube sheets and heat transfer tubes for signs of dirt, scale, or debris. A water treatment service technician shall be present at this inspection and shall furnish the City with a written report of tube condition;

Verify proper operation of the flow switch;

Disassemble condenser head and inspect end sheets;

Brush clean condenser water tubes using nylon bristle brushes only;

Inspect head gaskets and replace as needed;

**j. Cooler:**

Verify flow and flow switch operation;

Document refrigerant level;

Furnish City with documentation of chiller condition, critical performance values, deficiencies, and actions taken to correct deficiencies.

**k. Cooling towers:**

Drain down unit;

Clean water sump;

Clean hot deck;

**l. Boilers:**

The Vendor shall be responsible for cleaning all heat transfer surfaces that become fouled from dirt, scale, or debris which restrict water flow or normal heat transfer as specified by the equipment manufacturer.

Prior to any mechanical or chemical cleaning, inspect tube sheets and heat transfer tubes for signs of dirt, scale, or debris. A water treatment service technician shall be present at this inspection and shall furnish the City with a written report of tube condition;

Inspect the fireside surfaces of the equipment and report on conditions including, at minimum, any corrosion, blisters, pitting, erosion, surface irregularities, misalignment, and weld deterioration;

Brush clean all fireside surfaces including water wall tubing, shell material, and drum surfaces within the firebox area;

Brush clean the interior of each water tube;

Document all damage to refractory surfaces;

Document all corrosion, blisters, pitting, erosion, surface irregularities or excessive scale build up within water tubes;

Document all leakage. Remove and replace insulation as needed to assure a thorough examination.

Document all warping, misalignment, or signs of overheating along the boiler casing;

Verify the strength and alignment of the supporting structure;

Clean and/or replace oil nozzles and filter.

Verify that all linkages are moving freely.

Furnish City with documentation of boiler condition, deficiencies, and actions taken to correct deficiencies.

**m. Pumps:**


Furnish the City with complete nameplate information, running volts, amps, and motor rpm's with unit at full operating speed.

Blow down strainer, examine screen for damage and replace as necessary.

Furnish City with flow data at full working load.

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) Casey Howard  
(BUSINESS NAME) W.J. O'Neil Company  
(DATE) 7-11-2018

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](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)

## 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)

*General Manager W.J. O'Neil Company*  
\_\_\_\_\_  
(Title and Name of Construction Company)

*7-11-2018*  
\_\_\_\_\_  
(Date)

(Date)

**No Contact/No Advocacy**

**Notice Receipt**

City of Chattanooga

Purchasing Division

**For Submission with Sealed Bid Solicitation Responses:**

Casey Howard (Vendor Agent name), states that:

(1) He/She is the owner, partner, officer, representative, or agent of W.J. O'Neil

Company (Business name), the Submitter of the

attached sealed solicitation response to Solicitation # 305094, 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:

Casey Howard

Title: General Manager

Date: 7-11-2018



## What's Behind Our Commitment?

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W.J. O'Neil Company has proven its performance capabilities, time and time again. The reason? **Customer satisfaction**. This element of the business has been the key to our company's success and has been the crucial foundation to our existence. Focusing on satisfying the customer is our principal focus for projecting our future accomplishments. Following is a list of long-time clients who have received a diverse range of services and expertise from our skilled professionals:

<b>Company</b>	<b>Customer</b>	<b>Phone Number</b>
<i>Hamilton Medical Center</i>	<i>Mr. Ralph Blair</i>	<i>(706) 272-6028</i>
<i>Pirelli Tire</i>	<i>Mr. James Lee</i>	<i>(706)936-6159</i>
<i>TVA COC</i>	<i>Mr. Malcome Estrada</i>	<i>(423) 280-9526</i>
<i>TVA Watts Bar Nuclear</i>	<i>Mr. David Jeffrey</i>	<i>(256)349-6713</i>
<i>TVA Watts Bar Nuclear</i>	<i>Mr. Steve Cook</i>	<i>(423)365-7705</i>
<i>TVA Raccoon Mt.</i>	<i>Mr. Doug Rogers</i>	<i>(423) 751-6966</i>
<i>Motor Wheel Commercial Vehicle</i>	<i>Mr. John Tomlc</i>	<i>(423) 634-1008 ext 2219</i>
<i>Motor Wheel Commercial Vehicle</i>	<i>Mr. Warren Marion</i>	<i>(423) 634-1097 ext 2235</i>
<i>Dalton Golf and Country Club</i>	<i>Mr. Scott Stuart</i>	<i>(706)934-9293</i>
<i>Techmer</i>	<i>Mr. Tom Standley</i>	<i>(706)226-8409</i>
<i>Rock Tenn.</i>	<i>Mr. John Barlow</i>	<i>(423) 838-0174</i>
<i>The Next Door</i>	<i>Ms. Becky Phelps</i>	<i>(423)933-0112 ext 206</i>
<i>Alexian Place</i>	<i>Mr. Adam Waller</i>	<i>(423)698-0802 ext 187</i>
<i>First Centenary Church</i>	<i>Mr. Jim Schwartz</i>	<i>(423)756-2021 ext 3115</i>

For additional references, please contact the Service Department Manager at (423) 702-6000.



# City of Chattanooga

Mayor Andy Berke

July 10, 2018

Ms. Maura Sullivan  
Chief Operating Office  
101 East 11th Street  
Chattanooga, TN 37402

**Subject: R173030 – Socrata Data Platform; Software, Support & Maintenance – Office of the Mayor**

Dear Ms. Sullivan:

**Council approval is recommended for purchase of Socrata Data Platform, including Open Data, Open Performance (GovStat), and Perspectives, Software, Support, and Maintenance for the Office of the Mayor for a period of six (6) months.**

**This purchase from Socrata is required to support the system currently utilized by the Mayor's Office, during a period of finalization and implementation of a new procurement process for this requirement.**

**This purchase will be in the amount of \$71,588.10 from Socrata Inc, 705 5th Avenue S, Suite 600, Seattle, WA 98104.**

Respectfully yours,

**Bonnie Woodward  
Director of Purchasing**

BW/mlm

Attachments



705 10 Ave S Suite #800  
Denver, CO 80202  
(303) 733-8770

Sales Rep: Christopher King  
Date: 6/21/2018  
Pricing under this Order is only valid until 6/29/2018. All fees are in USD.

## ORDER FOR WEB-BASED PLATFORM SERVICE Socrata, Inc.

**No PO Terms Apply.** Pre-printed additional or conflicting terms included in Customer's purchase order form do not apply to this order and are rejected by Socrata (unless Socrata physically signs the Customer purchase order).

**Binding When Signed by Both Parties.** This order is binding upon signature of both parties (except if the purchase is administered through a reseller leveraging a contract vehicle (e.g., GSA, NASPO), then this order is binding when Socrata accepts the purchase order from reseller).

**Governing Agreement.** This order is governed by (a) the written platform services agreement signed by both parties; (b) if no written agreement is signed, then the Terms of Service found at <https://socrata.com/terms-of-service/>; or (c) if through reseller leveraging a contract vehicle (e.g., GSA, NASPO), the then-current Socrata GSA platform subscription at [http://www.carahsoft.com/application/files/1814/8606/0631/Mod\\_-\\_1000\\_-\\_Socrata\\_CSA\\_and\\_Carahsoft\\_Rider\\_-\\_GSA-vetted\\_and\\_approved\\_1.pdf](http://www.carahsoft.com/application/files/1814/8606/0631/Mod_-_1000_-_Socrata_CSA_and_Carahsoft_Rider_-_GSA-vetted_and_approved_1.pdf), which is incorporated herein by reference. (**Agreement**).

**Fee Table** – Platform Services under this Order are in USD and are as follows:

Product	Item Description	Start Date	End Date	Term	Quantity	Total
Socrata Data Platform - Master Subscription License (5)		7/1/2018	1/1/2019	12.00	1	\$71,588.10
<b>TOTAL:</b>						\$71,588.10

### Attachments.

The following Exhibits and Schedules, the Agreement, and such other documents referenced herein or therein, are incorporated by reference and together with this document constitute the complete order:

Exhibit A	Solution Descriptions
Exhibit B	Master Platform Subscription Agreement

**Misc.** All terms not defined in this order have the meanings ascribed to such terms in this Agreement, and if there is a conflict between the order the Agreement, the order prevails. This order and the Agreement constitute the entire agreement between the parties, and supersede all prior or contemporaneous negotiations, agreements and representations, whether oral or written, related to this subject matter. No modification or waiver of any term is effective unless both parties sign it. The parties hereto have caused this order to be executed by their duly authorized representatives as of the date first written above. By signing this order, signer is an employee of Customer and is authorized to bind Customer to the terms of this order.

### Socrata, Inc.

### Customer

By \_\_\_\_\_  
 Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Date \_\_\_\_\_

By \_\_\_\_\_  
 Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Date \_\_\_\_\_



7/20/17 10:54 AM  
Socrata, Inc.  
1000 5th Avenue South  
Seattle, WA 98104

**Prime Contracting Issues.** If Customer is a Prime Contractor, the Prime Contractor is deemed the "Customer" under this order, the end user is the user of the software services, and Socrata is a third-party software service provider. Prime Contractor is responsible for all payments under this order

**Special Conditions, if any.**

This order is subject to the terms and conditions in the agreement dated 12/20/2017 between Socrata, Inc. and the City of Chattanooga, incorporated herein by reference.

**Customer Billing Contact.** If Customer requires a purchase order for Socrata to receive payment, a purchase order must be approved and a copy submitted together with this order by reference. If Customer does not issue purchase orders, Customer hereby provides the reference number and billing address for all invoices and agrees to promptly update Customer should such information change:

Customer Billing Contact	
Mailing Address:	100 E 11th St Ste 200 Chattanooga TN 37402-4288 United States
City/State/Zip	Chattanooga TN 37402-4288
Contact Name:	Maura Sullivan
Contact Phone:	901-576-6040
Contact Email Address:	msullivan@chattanooga.gov

**Billing Inquiries.** Any billing inquiries by Customer should be directed to Socrata's Billing Department at 206.340.8008, fax at 206.452.2010, email at [accounts\\_receivable@Socrata.com](mailto:accounts_receivable@Socrata.com) or by writing Billing Department, 705 5<sup>th</sup> Avenue South, Suite 600, Seattle, WA 98104. Unless expressly set forth in the Order, fees in this order are exclusive of taxes, travel and expenses, and third party reseller fees.

**EXHIBIT A**

**Solution Descriptions**

Product	Product Description
Socrata Data Platform - Master Subscription License (5)	Socrata Data Platform MSA 5

CHATTANOOGA PURCHASING DIVISION  
SOLE SOURCE JUSTIFICATION FORM

Sole source purchases are goods and services available from only one supplier, and cannot be procured through the competitive bidding process because of the existence of a single source of supply, or other reason below. Justification for this basis must be provided, per purchase order.

Description of item/service, its function and cost estimate \$ 72 000  
Open data portal, Data visualization and mapping, Performance dashboarding

This is a sole source vendor because:

- Sole provider of proprietary rights, and/or is a licensed or patented good or service.
- Sole provider of items that are repair parts of or upgrades to existing equipment/systems.
- Sole provider of factory-authorized warranty service.
- Sole provider with specialized facilities or technical competence.
- Sole provider of unique equipment or products not offered by others.

What steps were taken to verify that these features are not available elsewhere?  
(Attach any additional explanation)

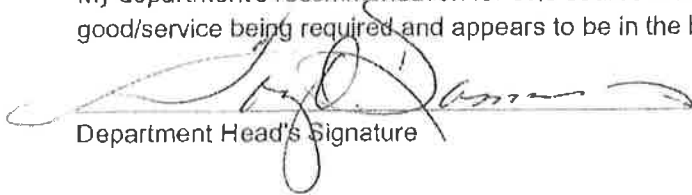
Other brands/manufacturers were examined (List specific company names, phone numbers and contact names, and explain why there were not suitable)

Other vendors were contacted (List specific company names, phone numbers and contact names, and explain why these were not suitable).

What specific feature makes this item unique and why is this feature needed for your project?  
Socrata provides an end to end solution for data processing, analysis and visualization through a highly integrated set of products and services.  
Please attach the suggested vendor's letter stating the reasons that it is considered a sole source for the product/service, if applicable.

Suggested Vendor Socrata  
Office of Performance &  
Department Open Data Contact: Tony Sammons

My department's recommendation for sole source is based upon an objective review of the good/service being required and appears to be in the best interest of the City.

  
Department Head's Signature

6-27-18  
Date

# Socrata Sole Source Justification for Purchase of Open Data, Open Performance, Open Budget, Open Expenditures and Citizen Connect

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## Introduction

Socrata, Inc. is the only solution provider with the capabilities, expertise, and experience to enable government innovators to facilitate successful open data and performance management programs that deliver impact for their organizations and constituents.

## Background

### **Cloud Delivery & Time-to-Value**

Socrata is a turnkey, configurable, software-as-a-service offering that offers superior time-to-value when compared to DIY, on-premises, and other competing solutions.

### **Data Publishing at Enterprise-scale**

Socrata is the only provider of open data solutions with enterprise-scale data publishing and automation capabilities that scale from efficiently and quickly loading a single CSV, to automating the update of a data source system system via API, to establishing a streaming connection to a live sensor array.

### **Sophisticated Data, User, and Program Management**

Socrata's open data and performance management solution is the only one that enables true program management and scalability by giving program administrators and data publishers visibility into the pre-publication pipeline of data and assets across their program while empowering them to take action and monitor program success with capabilities like configurable approval stages, asset moderation, live usage metrics for monitoring program impact, and extensibility to enterprise identity management systems like Active Directory.

## **End-user Data Exploration Experiences that Empower Understanding**

The Socrata platform is the only solution in the market that enables end-users to understand and act on published data with performance-optimized and interactive visualizations, high-density and user-configurable geospatial visualizations, and intuitive query and filtering controls.

Optionally, publishers can utilize Socrata Perspectives™, a platform add-on, to craft engaging and data-rich narratives that enable data experts within government organizations to connect the dots between policies, data, and outcomes for end-users.

## **Automatic Classification and Distribution of Government Data**

The Socrata platform is the only solution in the market that automatically amplifies the discoverability of government data through distribution to multiple consumption channels at the same time. Data is automatically classified and annotated through machine-learning algorithms, optimized for discovery through search engines, and distributed through the Open Data Network (opendatane트워크.com), the one-stop destination for high quality open government data.

## **Integrated Data Pipeline and Suite of Applications in One Solution**

The Socrata platform is the only solution in the market that offers an end-to-end data pipeline that enhances the value of government data by optimizing the access and presentation of data to a broad range of audiences across multiple user contexts. Only with Socrata, can a government user turn a single flat data file, into an interactive experience where trends can be visualized and queried online, a robust and highly expressive Application Programming Interface (API) for querying the data programmatically, a data-rich narrative for drag-and-drop storytelling, a performance dashboard for tracking and sharing Key Performance Indicators-- all in a matter of minutes and with no technical expertise on the user's part.

## **Ecosystem Enablement and Extensive Support for Standards.**

Facilitate a vibrant ecosystem around your data with self-documenting, high-performance APIs for every dataset, geoJSON endpoints for all geospatial datasets, and cross-catalog data and asset federation to connect your catalog to the broader ecosystem -- including automatic support for the Data.gov catalog harvester and U.S. Project Open Data via data.JSON.

Enable scientists, analysts, and internal teams with automatic support for extensibility to R, Tableau, Microsoft Excel, Microsoft PowerBI, and other common productivity tools via standards-compliant libraries, APIs, and an OData endpoint for every dataset.

## **Security & Scalability**

Built atop Amazon Web Services infrastructure, Socrata's platform scales to meet the needs of the world's largest open data programs. Socrata takes a secure-by-design approach. From data security to identity management, from auditing to personnel practices, Socrata's cloud-based solution is ready to store and deliver your data securely. Socrata has certified status with FedRAMP, the Federal Risk and Authorization Management Program with a Moderate Authority to Operate (ATO). For US Federal agencies, we make it easy to comply with regulatory mandates, and our state and local governments can also take advantage of the enhanced security and controls. Socrata's Privacy Program (NIST 800-53 rev. 4 certified), is the foundation of our FedRAMP efforts. A copy of Socrata's system security plan ("SSP") is available upon request.

## **A Proven Methodology**

Socrata's solution is delivered alongside a proven success methodology that has been developed, over nearly a decade of exclusive focus on open data, in partnership with governments and organizations like The White House, Code for America, City of Chicago, City of New York, City of Los Angeles (ranked #1 in U.S. in 2016), State of New York, City of Alberta (ranked #1 in Canada in 2016), The World Bank, and many others.





# City of Chattanooga

Mayor Andy Berke

July 11, 2018

Chief David Roddy  
Administrator, Chattanooga Police Department  
3410 Amnicola Highway  
Chattanooga, TN 37406

**Subject: Contract Renewal of Blanket PO No. 544554 – Sig Sauer Pistols –  
Chattanooga Police Department**

Dear Chief Roddy:

Council approval is recommended to renew Blanket PO No. 544554 for Sig Sauer Pistols for the Chattanooga Police Department. The City of Chattanooga is renewing the first (1<sup>st</sup>) renewal option for twelve (12) months through July, 2019, with one (1) renewal option remaining for an estimated annual amount of \$25,000. A copy of the signed letter from vendor, and a copy of the contract is enclosed.

Accurate Law Enforcement is the sole Law Enforcement Distributor of Sig Sauer weapons for the state of Tennessee (excluding territory in area code 865).

TCA 6-56-304.2 allows this Single Source purchase exempted from the usual advertising and bidding requirements. Sole source documents from Sig Sauer are attached to this document.

I recommend renewing Blanket PO No. 544554 for Sig Sauer Pistols to Accurate Law Enforcement, 8562 Summer Avenue, Memphis, TN 38122.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments



**City of Chattanooga**  
Mayor Andy Berke

July 9, 2018

Accurate Law Enforcement Government Sales  
Attn: Joseph Harrison  
8562 Summer Avenue  
Memphis, TN 38122

Subject: 544554 – Sig Sauer P220R Pistols

Dear Mr. Harrison:

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 July 16, 2019.

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto: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: 7/10/18

Sincerely, \_\_\_\_\_

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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 163000  Accurate Law Enforcement 3562 Summer Avenue Memphis, TN 38122
--	--

PO Date: 17-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544554</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition No: 155257 Ordering Dept: Chattanooga Police Department Buyer: William Tucker Fax: 423-643-7244 Email: wtucker@chattanooga.gov ***** Items Being Purchased: Sig Sauer P220 Pistols ***** This shall be a twelve-month blanket contract to supply Sig Sauer P220 Pistols as needed by agencies of the City of Chattanooga. The contract terms 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 extend the contract by providing written confirmation of agreement by both parties at least 30 days prior to the contract's current expiration date. ***** Items being purchased are to be delivered to:  Police Services Center 3410 Amnicola Avenue Chattanooga, TN 37406  Delivery Contact: Sue Poole, Tel, 423-643-5014 ***** Vendor Contact Information:  Vendor Name: Accurate Law Enforcement Contact Person: Joseph Harrison Tel.: 901-774-9595 Fax: 901-249-3492 Email: joseph@accuratelawenforcement.com Mailing Address: 3562 Summer Avenue City, State, Zip: Memphis, TN 38122 *****					

\*\*\*\*\* 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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 163000
	Accurate Law Enforcement 3562 Summer Avenue Memphis, TN 38122

PO Date: 17-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544554</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
--	--

<b>I N V O I C E</b>	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	Semi-automatic Sig Sauer P220 Pistols Caliber- 45 ACP Trigger Pull DA/SA 10.0/4.5 lbs. Overall Length 7.9 in Overall Height 5.5 in Overall Width 1.5 in Barrel Length 4.4 in, delivery included	0.00	Each	\$ 644.0000	\$ 0.00

**TOTAL: \$ .00**

\*\*\*\*\* 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.



June 12, 2017

William Tucker, Buyer  
City of Chattanooga Purchasing Department  
101 East 11<sup>th</sup> Street, Ste G13  
Chattanooga, TN 37402

Dear Mr. Tucker:

This letter is to certify that Sig Sauer is the sole designer and manufacturer of the Sig Sauer pistols and rifles for distribution.

This statement is to certify that Accurate Law Enforcement is our sole Law Enforcement Distributor of Sig Sauer weapons for the state of Tennessee (excluding territory in area code 865), located at 3562 Summer Avenue, Memphis, TN 38122.

Law Enforcement Agencies geographically located in the state of Tennessee should only purchase Sig Sauer weapons from Accurate Law Enforcement.

Sincerely,

Thomas Jankiewicz  
Executive Vice President  
SIG Sauer, Inc.  
Law Enforcement Sales



January 10, 2017

To Whom It May Concern,

This letter is to certify that Accurate Law Enforcement, a SIG law enforcement distributor, exclusively has the territory of Mississippi & Tennessee.

Please feel free to contact me with any questions or concerns, thank you.

Sincerely,

Tom Jankiewicz  
Executive Vice President  
Law Enforcement Sales  
Direct: 603-610-3000  
Email: tom.jankiewicz@sigsauer.com

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72 Pease Boulevard  
Newington, NH 03801  
USA

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