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**TUESDAY, JUNE 4, 2019**  
**CITY COUNCIL REVISED AGENDA**  
**6:00 PM**

- I. Call to Order.
- II. Pledge of Allegiance/Invocation (Vice-Chairman Henderson).
- III. Minute Approval.
- IV. Special Presentation.
- V. **PUBLIC HEARING - Downtown Central Business Improvement District**
- VI. **Ordinances – Final Reading:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. [An ordinance to amend Chattanooga City Code, Part II, by adding a new Chapter 11, Article XXI, Downtown Central Business Improvement District \(Downtown CBID\), Sections 11-525 through 11-534.](#)

[An ordinance to amend Chattanooga City Code, Part II, by adding a new Chapter 11, Article XXI, Downtown Central Business Improvement District \(Downtown CBID\), Sections 11-525 through 11-534. \(Alternate Version\)](#)

- b. [An ordinance to amend Chattanooga City Code, Part II, Chapter 11, Article XX, Short Term Vacation Rental Certificate, Section 11-510, by amending the definition of “Short Term Vacation Rental District” to adopt a new Short Term Vacation Rental Overlay District Map. \(Sponsored by Councilman Mitchell and Councilman Ledford\)](#)

**POLICE**

- c. [An ordinance amending Chattanooga City Code, Part II, Chapter 24, Section 24-2, relating to police jurisdiction over interstate highways; and Chapter 24, Section 24-21, relating to slow poke law. \(Sponsored by Councilman Smith\)](#)

- VII. **Ordinances – First Reading: (None)**

VIII. **Resolutions:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. A resolution authorizing the Mayor to enter into an Agreement to Exercise Option to Renew, in substantially the form attached, with Rivermont Youth Athletic Association, Inc., for the use of property located on a portion of Tax Map No. 118K-A-009 at 1096 Lupton Drive for an additional term of one (1) year. (District 2)
- b. A resolution authorizing the Mayor to enter into an Agreement to Exercise Option to Renew, in substantially the form attached, with Lakeside Youth Association, Inc. for the use of property located at Tax Map No. 129C-A-018 for an additional term of one (1) year. (District 5)
- c. 2019-24 Michael & Holly Acord (Short Term Vacation Rental). A resolution approving Short Term Vacation Rental Application No. 19-STVR-00044 for property located at 1793 E. 12th Street. (District 8) (Deferred from 5/21/19)

**MAYOR'S OFFICE**

- d. A resolution to amend Resolution No. 29359 to accept reimbursable funds for the 2018/2019 State of Tennessee Justice Assistance Grant for the continuation of the Beyond School Walls Program for a three (3) year period with the City of Chattanooga as the sub-recipient and Big Brothers Big Sisters of Greater Chattanooga as the subcontractor, for an amount not to exceed \$121,565.00. (Revised)

**PUBLIC WORKS AND TRANSPORTATION**

**Transportation**

- e. A resolution authorizing the Administrator for the Department of Transportation to enter into an agreement with Kimley-Horn and Associates, Inc. relative to Contract No. T-17-008-101 for professional services associated with Transit Signal Prioritization and Accessibility Project, in the amount of \$681,300.00, with a contingency amount of \$68,130.00, for a total amount of \$749,430.00. (Districts 4, 5, 6 & 9)

IX. Purchases.

X. Other Business.

XI. Committee Reports.

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

XIII. Adjournment.

**TUESDAY, JUNE 11, 2019**  
**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:**

**PLANNING**

- a. [2019-045 Chazen Engineering Consultants % Justin Tirsun \(A-1 Urban Agricultural Zone and R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, C-2 Convenience Commercial Zone and UGC Urban General Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property addressed to Fringe Road, more particularly described herein, from A-1 Urban Agricultural Zone and R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, C-2 Convenience Commercial Zone and UGC Urban General Commercial Zone, subject to certain conditions. \(District 1\) \(Recommended for approval by Planning\)](#)

[2019-045 Chazen Engineering Consultants % Justin Tirsun \(A-1 Urban Agricultural Zone and R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, C-2 Convenience Commercial Zone and UGC Urban General Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property addressed to Fringe Road, more particularly described herein, from A-1 Urban Agricultural Zone and R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, C-2 Convenience Commercial Zone and UGC Urban General Commercial Zone, subject to certain conditions. \(Staff Version\)](#)

[2019-045 Chazen Engineering Consultants % Justin Tirsun \(A-1 Urban Agricultural Zone and R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, C-2 Convenience Commercial Zone and UGC Urban General Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property addressed to Fringe Road, more particularly described herein, from A-1 Urban Agricultural Zone and R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, C-2 Convenience Commercial Zone and UGC Urban General Commercial Zone. \(Applicant Version\)](#)

- b. 2019-047 Lawson Real Estate G.P. % Bill Crawford (C-2 Convenience Commercial Zone and R-4 Special Zone to C-2 Convenience Commercial Zone and R-4 Special Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6246 Dayton Boulevard, more particularly described herein, from C-2 Convenience Commercial Zone and R-4 Special Zone to C-2 Convenience Commercial Zone and R-4 Special Zone. (District 3) (Recommended for approval by Planning and Staff)

- c. 2019-034 Chazen Engineering % Justin Tirsun (R-1 Residential Zone and R-4 Special 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 1514 Shelby Circle, more particularly described herein, from R-1 Residential Zone and R-4 Special Zone to R-3 Residential Zone, subject to certain conditions. (District 3) (Recommended for denial of R-4 Special Zone and approval for R-3 Residential Zone by Planning) (Deferred from 5/14/2019)

2019-034 Chazen Engineering % Justin Tirsun (R-1 Residential Zone and R-4 Special 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 1514 Shelby Circle, more particularly described herein, from R-1 Residential Zone and R-4 Special Zone to R-3 Residential Zone, subject to certain conditions. (Recommended for denial of R-4 Special Zone and approval for R-3 Residential Zone) (Staff Version)

2019-034 Chazen Engineering % Justin Tirsun (R-1 Residential Zone and R-4 Special 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 1514 Shelby Circle, more particularly described herein, from R-1 Residential Zone and R-4 Special Zone to R-4 Special Zone. (Applicant Version)

- d. 2019-035 Donna Klein & Karen Walters (O-1 Office Zone to C-5 Neighborhood Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1106 Greens Road, more particularly described herein, from O-1 Office Zone to C-5 Neighborhood Commercial Zone, subject to certain conditions. (District 4) (Recommended for approval by Planning and denial by Staff)

2019-035 Donna Klein & Karen Walters (O-1 Office Zone to C-5 Neighborhood Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1106 Greens Road, more particularly described herein, from O-1 Office Zone to C-2 Convenience Commercial Zone. (Applicant Version)

- e. 2019-039 Chattanooga Gas Company % Josh McCrary (M-3 Warehouse and Wholesale Zone and R-3 Residential Zone to M-2 Light Industrial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6421 Bonny Oaks Drive, more particularly described herein, from M-3 Warehouse and Wholesale Zone and R-3 Residential Zone to M-2 Light Industrial Zone, subject to certain conditions. (District 5) (Recommended for approval by Planning and denial by Staff)

2019-039 Chattanooga Gas Company % Josh McCrary (M-3 Warehouse and Wholesale Zone and R-3 Residential Zone to M-2 Light Industrial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 6421 Bonny Oaks Drive, more particularly described herein, from M-3 Warehouse and Wholesale Zone and R-3 Residential Zone to M-2 Light Industrial Zone. (Applicant Version)

- f. 2019-051 Chris M. Anderson (Lift Conditions). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to lift Conditions from Ordinance No. 12887, previous Case No. 2014-123 on properties located at 6803, 6807, and 6811 McCutcheon Road, more particularly described herein. (District 6) (Recommended for denial by Planning and Staff)

- g. 2019-040 City of Chattanooga Real Property Office % Gail Hart (R-1 Residential Zone to R-2 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 2005, 2007, and 2009 Milne Street, more particularly described herein, from R-1 Residential Zone to R-2 Residential Zone. (District 8) (Recommended for approval by Planning and Staff)

- h. 2019-044 Hi Bam Properties, LLC % Peter Bambalis (R-1 Residential Zone to R-2 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 800 Moss Street, more particularly described herein, from R-1 Residential Zone to R-2 Residential Zone, subject to certain conditions. (District 9) (Recommended for approval by Planning and Staff)

2019-044 Hi Bam Properties, LLC % Peter Bambalis (R-1 Residential Zone to R-2 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 800 Moss Street, more particularly described herein, from R-1 Residential Zone to R-2 Residential Zone. (Applicant Version)

- i. 2019-049 Oscar Reyes (R-1 Residential Zone to R-2 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1604 Arlington Avenue, more particularly described herein, from R-1 Residential Zone to R-2 Residential Zone. (District 9) (Recommended for approval by Planning and Staff)

7. **Resolutions:**

**IT**

- a. A resolution authorizing the Chief Information Officer (CIO) to exercise and renew the existing blanket contract with KCI Technologies to be providers of software, licensing, technology support, and professional services associated with CityWorks Managed Hosted Solution, citywide, from July 18, 2019 through July 17, 2020, for the amount of \$36,284.76. (Revised)

**PLANNING**

- b. 2019-048 Lawson Real Estate G.P. (Special Exceptions Permit). A resolution approving a Special Exceptions Permit for a Contractor's Office in a C-2 Convenience Commercial Zone for property located at 6246 Dayton Boulevard, subject to certain conditions. (District 3)
- c. K-Inc.-MJ Liquor, Inc. (Special Exceptions Permit). A resolution approving a Special Exceptions Permit for an existing liquor store, change in ownership, located at 3209 Broad Street. (District 7)

8. Purchases.

9. Other Business.

- a. **MJ Liquor, Inc. d/b/a MJ Liquor - Certificate of Compliance (District 7)**

10. Committee Reports.

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

12. Adjournment.

**Proposed City Council Purchases 06/04/19**

DEPARTMENT REQUISITION NO.	ITEM DESCRIPTION	BIDS REQUESTED	RIDS RETURNED	LOWEST/BEST BIDDER	COST	FUND NAME	MARY Additional Supplementation Requested Collected Prior to Council Session
R185713 Chattanooga Police Department	Purchase - Replacement Ammunition at HCSO/CPD Firing Range - Chattanooga Police Department	-	-	Precision Delta Coporation 205 West Floyse Street P.O. Box 128 Rulesville, MS 38771	Total \$84,206.18	General Fund	Purchase - Replacement Ammunition at HCSO/CPD Firing Range - Chattanooga Police Department. This purchase, for replacement ammunition for duty carry and practice at the HCSO/CCCPD Firing Range, is using the State of Tennessee Contract No. SWC331-55314. TCA 6-56-304.2 allows for this single source contract with is exempted from the usual advertising and bidding requirements.
R165109 Public Works Department	New Blanket Contract - Custodial Services at Family Justice Center - Facilities Management Division - Public Works Department	11	7	ABM Industry Group, LLC 4295 Cromwell Road, Suite 412 Chattanooga, TN 37421	Estimated \$35,000.00 Annually	General Fund	New Blanket Contract - Custodial Services at Family Justice Center - Facilities Management Division - Public Works Department. The City of Chattanooga will issue a blanket contract for twelve (12) months with the option to renew two (2) additional twelve (12) month terms. There were eleven (11) direct bid solicitations and we received seven (7) response in the publicly advertised bid proceedings.
R179096 Public Works Department	New Blanket Contract - Grounds Maintenance for Riverwalk Extension - Parks Division - Public Works Department	26	8	Sikes Services, LLC dba CityGreen Services 206 Merriman Avenue Chattanooga, TN 37415	Estimated \$70,000.00 Annually	General Fund	New Blanket Contract - Grounds Maintenance for Riverwalk Extension - Parks Division - Public Works Department. The City of Chattanooga will issue a blanket contract for twelve (12) months with the option to renew two (2) additional twelve (12) month terms. There were twenty-six (26) direct bid solicitations and we received eight (8) response in the publicly advertised bid proceedings.
PO549781 Public Works Department	Blanket Contract Renewal - Cleanup Sewer Backup Services - Waste Resources Division - Public Works Department	8	2	Disaster Master 4605 Shawhan Road Chattanooga, TN 37402	Estimated \$550,000.00 Annually	Waste Resource Division	Blanket Contract Renewal - Cleanup Sewer Backup Services - Waste Resources Division - Public Works Department. The City of Chattanooga is renewing the first (1st) renewal option for twelve (12) months. There were eight (8) direct bid solicitations and we received two (2) response in the publicly advertised bid proceedings.
PO550065 Public Works Department	Blanket Contract Renewal - Sewer Treating Chemicals - Waste Resource Division- Public Works Department	-	-	Chemsearch 2727 Chemsearch Blvd. Irving, TX 75062	Estimated \$60,000.00 Annually	Waste Resource Division	Blanket Contract Renewal - Sewer Treating Chemicals - Waste Resource Division- Public Works Department. The City of Chattanooga is renewing the first (1st) renewal option for twelve (12) months. TCA 6-56-304.2 allows for this single source contract with is exempted from the usual advertising and bidding requirements.



# City of Chattanooga

Mayor Andy Berke

May 29, 2019

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

**Subject: Approval of Payment of R185713 for Replacement Ammunition at  
HCSO/CPD Firing Range – Chattanooga Police Department**

**Dear Chief Roddy:**

Council approval is recommended to approve payment of Quote No. 6707 dated April 26, 2019 for replacement ammunition for duty carry and practice at the HCSO/CPD Firing Range to Precision Delta Corporation, 205 West Floyse Street, P.O. Box 128, Rulesville, MS 38771, as required by the Chattanooga Police Department. The total amount of the quote is \$84,206.18.

This purchase is using the State of Tennessee Contract No. SWC331-55314. TCA 6-56-304.2 allows this single source blanket contract exempted from the usual advertising and bidding requirements.

I recommend approval of the payment of this quote to Precision Delta Corporation as being in the best interest of the City of Chattanooga.

Respectfully yours,

**Bonnie Woodward**  
Director of Purchasing

BW/mlm

Attachments



# PRECISION DELTA CORPORATION

205 W Floyce St  
 PO Box 128  
 Ruleville, MS 38771

# QUOTE

Date	Quote #
4/26/2019	6707

Name / Address
City of Chattanooga Accounts Payable 101 East 11th Street Suite 101 Chattanooga, TN 37402

Ship To
Chattanooga Police Dept Attn: Sgt. Michael Wenger **Schedule Delivery 423-716-8545 300 Moccasin Bend Rd Chattanooga, TN 37405

					Rep
					GMS
Item	Description	Manufacture	Qty	Rate	Total
AA12FL8 - DS	12 GA 2 3/4' 2 1/2 dr. 6 gm #8 Feather Light 250 rd/cs Dropshipped from Winchester		20	93.65	1,873.00
Q3131L - DS	5.56 mm 55gr FMJ 500 RDS / CS Drop Shipped from Winchester		180	176.76	31,816.80T
RA556B - DS	5.56 mm Ranger 64gr Bonded Solid Base 1,000 RDS per Case Drop Ship from Winchester		11	710.50	7,815.50
USA9MM - DS	9 MM 124 gr. FMJ 500 rd/case Drop Ship from Winchester		460	92.23	42,425.80
RA12RS15 - DS	12 GA 2 3/4' Rifled Slug Ranger Low Recoil 250 rd/case Drop Ship from Winchester		2	137.54	275.08
	Pricing for all items per contract# SWC331-55314				
	Sales Tax			0.00%	0.00
				<b>Total</b>	\$84,206.18

Phone #	Fax #
662-756-2810	662-756-2590

www.precisiondelta.com



STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES  
CENTRAL PROCUREMENT OFFICE

**Statewide Contract Issued to:**

Precision Delta Corporation  
PO Box 128

Ruleville, MS 38771

Vendor ID: 0000001333

**Contract Number: 0000000000000000000055314**

Title: SWC 331 Ammunition

Start Date : July 14, 2017 End Date: July 13, 2019

Is this contract available to local government agencies in addition to State agencies?: Yes

**Authorized Users.** This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01- 01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b. Tennessee local governmental agencies;
- c. members of the University of Tennessee or Tennessee Board of Regents systems;
- d. any private nonprofit institution of higher education chartered in Tennessee; and,
- e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001)

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or

liable for the transactions between the Contractor and Authorized Users.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

**Contract Contact Information:**

State of Tennessee  
Department of General Services, Central Procurement Office  
Contract Administrator: Devon Wallace  
3rd Floor, William R Snodgrass, Tennessee Tower  
312 Rosa L. Parks Avenue  
Nashville, TN 37243-1102  
Phone: 615-507-6930  
Fax: 615-741-0684  
Email: [Devon.Wallace@tn.gov](mailto:Devon.Wallace@tn.gov)

Line Information

**Line 1**

Item ID: 1000120207

*Ammunition, cartridges, .38 caliber police special wadcutter 148 grain. Cartridge case free of dents, cracks, ruptures, etc. pricing per 1,000 rounds*

Unit of Measure: TH

Vendor Item/Part #: X38SMRP

Manufacturer Item #: RTG38S3

Unit Price: \$ 348.24

**Line 2**

Item ID: 1000120208

*Ammunition, cartridges, .40 caliber 180 grain jacketed hollow point. Factory new ammunition with brass or nickel-plated brass cartridge case. 25 or 50 rounds per box. Minimum of 200 and maximum of 1000 rounds per case. pricing per 1000 rounds*

Unit of Measure: TH

Vendor Item/Part #: RA40B

Manufacturer Item #: 53962

Unit Price: \$ 332.98

**Line 3**

Item ID: 1000120139

*Ammunition, cartridges, 9mm Luger automatic pistol, full metal jacketed. 123 ? 124 weight grain with brass cartridge case. 50 each/box, minimum 200, maximum 1000 rounds per case. pricing per 1,000 rounds.*

Unit of Measure: TH

Vendor Item/Part #: USA9MM

Manufacturer Item #: USA9MM

Unit Price: \$ 184.46

**Line 4**

Item ID: 1000120213

*Ammunition, .45 ACP, 230 grains, style shall be full metal jacketed with brass cartridge case. 50 rounds per box. 200 min. 1000 max. rounds per case. priced per 1,000 rounds.*

Unit of Measure: TH

Vendor Item/Part #: Q4170

Manufacturer Item #: 53653

Unit Price: \$ 245.80

**Line 5**

Item ID: 1000120218

*Ammunition, .40 caliber S&W, 165 grain, full metal jacket, 50 per box, 500 per case pricing per 1,000 rounds.*

Unit of Measure: TH

Vendor Item/Part #: USA40SW

Manufacturer Item #: USA40SW

Unit Price: \$ 206.84

**Line 6**

Item ID: 1000120276

*Ammunition, .40 S&W, 165 grain, hollow point, brass jacket, 50 per box. Min. 200 max. 1000 rounds per case. pricing per 1,000 rounds.*

Unit of Measure: TH

Vendor Item/Part #: RA40TA

Manufacturer Item #: GS40SWA

Unit Price: \$ 273.24

**Line 7**

Item ID: 1000120275

*Ammunition, 28 Gauge, 2.75inch length, #9 shot powder dram equivalent 2. 25 rounds per box, 250 rounds per case. priced per 1,000 rounds.*

Unit of Measure: TH

Vendor Item/Part #: AA289

Manufacturer Item #: AA289

Unit Price: \$ 374.44

**Line 8**

Item ID: 1000132333

*Ammunition, .40 caliber S&W, 165 grain, hot bonded, brass jacketed hollow point. 50 per box. Min. 500 Max. 1000 rounds per case. pricing per 1,000 rounds.*

Unit of Measure: TH

Vendor Item/Part #: RA40BA

Manufacturer Item #: 53970

Unit Price: \$ 332.98

**Line 9**

Item ID: 1000143119

*Ammunition, Handgun, .45 ACP, 230 grain, Premium bonded jacketed, hollow point bullet.*

Unit of Measure: TH

Vendor Item/Part #: RA45B

Manufacturer Item #: 53966

Unit Price: \$ 385.44

**Line 10**

Item ID: 1000143113

*Ammunition, Shotgun, 12 gauge, 2.75in cartridges, 8 pellets of 00 lead buck shot, Reduced recoil Powder equivalent minimum of 2.75drums*

Unit of Measure: TH

Vendor Item/Part #: RA120085

Manufacturer Item #: I.E133-00

Unit Price: \$ 465.36

**Line 11**

Item ID: 1000142233

*Ammunition, Rifle, 5.56 NATO, 64 Grain, FMJ, premium bonded jacket, soft point bullet*

Unit of Measure: TH

Vendor Item/Part #: RA556B

Manufacturer Item #: RA556B

Unit Price: \$ 710.50

**Line 12**

Item ID: 1000142234

*Ammunition, Rifle, 7.62 NATO, 147 grain, FMJ.*

Unit of Measure: TH

Vendor Item/Part #: Q3130

Manufacturer Item #: Q3130

Unit Price: \$ 646.00

**Line 13**

Item ID: 1000120209

*Ammunition, cartridges, .40 caliber S&W, 180 grain full metal jacketed bullet, 50 each/box, min. 200, max. 1000 rounds per case. pricing per 1,000 rounds*

Unit of Measure: TH

Vendor Item/Part #: Q4238

Manufacturer Item #: 53652

Unit Price: \$ 212.32

**Line 14**

Item ID: 1000179163

*Ammunition, Handgun, .357 SIG, 100 grain Frangible*

Unit of Measure: TH

Vendor Item/Part #: RA357SSF

Manufacturer Item #: RA357SSF

Unit Price: \$ 568.58

**Line 15**

Item ID:

*APCAT - Percentage off Law Enforcement Catalog - Winchester 47% off (See Usage Instructions for Catalog)*

Unit of Measure: EA

Vendor Item/Part #:

Manufacturer Item #:

Unit Price: \$ 0

APPROVED: Michael F. Perry  
CHIEF PROCUREMENT OFFICER

BY: [Signature]  
PURCHASING AGENT

7/13/2018  
DATE

Digitally signed by Devon Wallace  
DN: cn=Devon Wallace, o=Winchester Firearms, email=devon.wallace@winchester.com, c=US  
Date: 2018.07.11 10:07:51 -0500



**SWC# 331 Ammunition**  
**Contract Information and Usage Instructions**

**Contract Period:** Total number of years if all options are exercised: 5 Years  
Initial one (1) year contract term with four (4) one-year annual renewal options  
Start Date: July 14, 2017  
Initial End Date: July 13, 2018  
Final End Date: July 13, 2022

**Summary/Background Information:** This contract was established to provide a reliable source for firearm ammunition used by Correction, Safety, local law enforcement, and other government agencies.

**State Contact Information**

**Contract Administrator:**

Devon Wallace  
Category Specialist  
Central Procurement Office  
(615) 507-6930  
[Devon.Wallace@tn.gov](mailto:Devon.Wallace@tn.gov)

**Supplier Contact Information:**

Company Name                      Craig's Firearm Supply  
Edison Contract Number        55308  
Supplier Number                   0000073066  
Supplier Contact Information    MattBrooke  
   (865) 573-4567  
   [MattB@craigsfirearms.com](mailto:MattB@craigsfirearms.com)  
   8761 Chapman Hwy  
   Knoxville, TN 37920

Company Name                      Gulf State Distributors  
Edison Contract Number        55311  
Supplier Number                   0000001318  
Supplier Contact Information    Tommy Trammel  
   (800) 223-7869 (office)  
   [Tommy@gulfstatesdist.com](mailto:Tommy@gulfstatesdist.com)  
   6000 E. Shirley Lane  
   Montgomery, AL 36117

Company Name Precision Delta Corporation  
Edison Contract Number 55314  
Supplier Number 0000001333  
Supplier Contact Information Patricia Lott  
(662) 756-2810  
[precdelta@tecinfo.net](mailto:precdelta@tecinfo.net)  
PO Box 128  
Ruleville, MS 38771

Company Name Accurate Law Enforcement  
Edison Contract Number 55327  
Supplier Number 0000008565  
Supplier Contact Information Joseph Harrison  
(901) 774-9595  
[joseph@accuratelawenforcement.com](mailto:joseph@accuratelawenforcement.com)  
3562 Summer Avenue  
Memphis, TN 38122

Company Name Blackfox Tactical  
Edison Contract Number 55328  
Supplier Number 0000123020  
Supplier Contact Information Glen Brown  
(615) 293-7480  
[sales@blackfoxtactical.com](mailto:sales@blackfoxtactical.com)  
113 South Horton Parkway  
Chapel Hill, TN 37034

### **Usage Instructions:**

Follow your agency specific rules for ordering, PO generation, and approvals.

- Individual orders for non-LTL ammunition less than three cases (each case = 1000 rounds) are exempt from purchase from this contract.
- LTL ammunition requiring hazardous freight must purchase a minimum amount of \$3000.
- LTL ammunition shipped through non-hazardous freight requires a minimum purchase of \$1000.
- All items must be delivered within approximately 180 days after receipt of a purchase order, unless there is a severe shortage of a specific ammunition type. When placing an order, agencies should obtain an estimated delivery timeframe from the supplier.

**Requisition and Purchase Order Generation:**

For information on how to create a requisition and/or purchase order please visit:  
<https://www.teamtn.gov/content/dam/teamtn/cpo/documents/learning-and-development/cpo-job-aid/Doc%20Type%20Job%20Aid.pdf>

**Billing and Payment Instructions:**

Follow your agency specific rules for billing and payments to the supplier.





# City of Chattanooga

Mayor Andy Berke

May 29, 2019

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

**Subject: 165109 / 305160 – Custodial Services at Family Justice Center – Facilities Management Division – Public Works Department**

**Dear Mr. Holland:**

**Council approval is recommended to issue a blanket contract for Custodial Services at Family Justice Center, 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. The estimated annual expenditure for this contract is \$35,000.**

**The invitation to bid was sent to eleven (11) vendors as well as formally advertised. Bids were received from seven (7) vendors shown below. Bid is retained on file in the Purchasing Office for your review upon request.**

**Vendors**

**Metro Janitorial Services, Inc**  
**ABM Industry Group, LLC**  
**Cleaning Solutions LLC**  
**Jani-King of Chattanooga**  
**Single Moms Cleaning Service, LLC**  
**Certified Maintenance Service Inc**  
**Reliable Building Solutions, Inc**

Page 2

**Custodial Services at Family Justice Center**

**I recommend awarding the blanket contract for Custodial Services at Family Justice Center to ABM Industry Group, LLC, 4295 Cromwell Road, Suite 412, Chattanooga, TN 37421, as the best complete bid meeting specifications for the City of Chattanooga. Metro Janitorial Services, Inc was not recommended for an award due to past performance at the Family Justice Center. Therefore, the Facilities Management Division recommends awarding the contract to ABM Industry Group, LLC, who offers the best value bid which meets the specifications for the City of Chattanooga.**

Respectfully yours,



**Bonnie Woodward  
Director of Purchasing**

**BW/mlm**

**Attachments**



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

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

**Jan-Pro Cleaning Systems  
6025 Lee Hwy., Suite 449  
Chattanooga, TN 37421**

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

**Jani-King of Chattanooga  
6005 Century Oaks Drive  
Suite 101  
Chattanooga, TN 37416**

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

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

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

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

**Custom Custodial Inc  
4300 N. Access Road  
Chattanooga, TN 37415**

**T.A.S.K.-J, Inc  
7481 Preston Circle  
Chattanooga, TN 37421**

Date: November 21, 2018

Requisition No.: 165109

**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 December 12, 2018*

**Requisition / Bid No.: R165109 / 305160  
Ordering Dept.: Facilities Management Division, Public Works  
Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov**

\*\*\*\*\*

**Items Being Purchased: Custodial Services – Family Justice Center**

\*\*\*\*\*

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

**2:00 P.M., EST on December 12, 2018**

\*\*\*\*\*

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

**10:00 A.M. EST on December 4, 2018 at**

**Family Justice Center**

**5705 Uptain Road**

**Chattanooga, TN 37411**

\*\*\*\*\*

**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:** ABM Industry Group, LLC  
**Mailing Address:** 4295 Cromwell Rd Ste 412  
**City & Zip Code:** Chattanooga, TN 37421  
**Phone/Toll Free No.:** 423-260-3106  
**Fax No.:** \_\_\_\_\_  
**E-Mail Address:** Kim.moss@abm.com  
**Contact Person:** Kim Moss  
**Company Title:** operation manager  
**\*Signature:** Kim Moss

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 12-DEC-18 at 2:00 PM

**BID NUMBER: 305160**

---

**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
Requisition / Bid No.: 165109 / 305160 Ordering Dept : Facilities Management Division, Public Works & Chattanooga Police Department Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Custodial and Related Services at the Family Justice Center  ATTACHMENTS: 1. Specifications & Title Page (12 pages) ** please read carefully, especially the CJIS Security Policy ** 2. Copy of Floor Plan (1 page) 3. Affirmative Action Plan (2 pages) 4. Insurance Requirements (2 pages) 5. Iran Divestment Act Disclosure (1 page) 6. 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 December 4, 2018 at 10:00 AM, at the Family Justice Center, 5705 Uptain Road, Chattanooga, TN 37411. Attendance at the Pre-Bid is Preferred, but not Mandatory  This Shall Be A Twelve (12) Month Blanket Contract To Supply Custodial and Related Services at the Family Justice Center.  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 DECEMBER 12, 2018 ***  PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (305160) 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

<b>BID OPENING DATE AND TIME:</b> 12-DEC-18 at 2:00 PM  <b>BID NUMBER: 305160</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 T O</b>	City of Chattanooga 101 East 11th Street, Suite G13 Chattanooga, TN 37402
--	---

Item	Class-Item	Quantity	Unit	Unit Price	Total
having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.  Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.  The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.  The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.  **** NOTE **** PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION: Company Name <u>ABM Industry Groups, INC</u> Address <u>4295 Cromwell Rd</u> <u>Ste 412</u> Phone/Toll-Free No. <u>423-260-3106</u> Fax No. _____ eMail Address <u>kim.moss@abm.com</u> Contact Person's Name <u>Kim Moss</u> Estimated Delivery <u>30 Days</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**

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: 423-260-3106

ALL BIDS MUST BE SIGNED - The undersigned offers the above quoted prices under the conditions contained herein.  
 COMPANY: ABM Industry Groups, INC  
 \*SIGNATURE: Kim Moss  
 NAME AND TITLE: Kim Moss operation manager

Attachment B

BID SUBMITTAL FORM

ITEMS

- A) Initial Cleaning Tasks \$ 985.22 One Time Cost
- B) Daily Cleaning Tasks - Included in monthly cleaning tasks \$ NA Annually
- C) Monthly Cleaning Tasks \$ 22,800 Annually
- D) Quarterly Cleaning Tasks - Window cleaning \$ 2,800.00 Annually
- E) Annual Floor Stripping and Waxing \$ .027 sq ft ~~Annually~~
- F) Annual Carpet Cleaning \$ .012 sq ft ~~Annually~~
- G) Product and Cleaning Supply Purchases \$ 0,000.00 Annually

FIRST-YEAR TOTAL ANNUAL COST OF SERVICES (Sum of Items A-G) \$ 32,585.22

SECOND-YEAR TOTAL ANNUAL COST OF SERVICES (Sum of Items B-G) \$ 31,600.00

Bidder:

*[Signature]*  
Signature

12/11/19  
Date

ABM Industry Group, LLC  
Firm Name

4295 Cromwell rd Ste 412  
Address

Chattanooga, TN 37421

423-260-3106  
Phone Number



## 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.

\* Kimi Ymoos  
(Signature of Contractor)

ABM Industry Groups, LLC  
(Title and Name of Construction Company)

12/11/18  
(Date)

**No Contact/No Advocacy**

**Notice Receipt**

City of Chattanooga  
Purchasing Division

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

Kim Moss (Vendor Agent name), states that:

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

ABM Industry Groups, LLC (Business name), the Submitter of the  
attached sealed solicitation response to Solicitation # 305160, 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:

+ Kim Moss

Title: Operation Manager

Date: 12/11/18

Printed Name:

Kim Moss



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/24/2018

**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).**

<b>PRODUCER</b> Commercial Lines - (404) 923-3700  USI Insurance Services National, Inc. 3475 Piedmont Road NE, Suite 800 Atlanta, GA 30305-2886	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____  <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : ACE American Insurance Company</td> <td style="text-align: center;">22667</td> </tr> <tr> <td>INSURER B : ACE Property and Casualty Ins. Co.</td> <td style="text-align: center;">20699</td> </tr> <tr> <td>INSURER C : Indemnity Insurance Company of North America</td> <td style="text-align: center;">43575</td> </tr> <tr> <td>INSURER D : Illinois Union Insurance Company</td> <td style="text-align: center;">27960</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : ACE American Insurance Company	22667	INSURER B : ACE Property and Casualty Ins. Co.	20699	INSURER C : Indemnity Insurance Company of North America	43575	INSURER D : Illinois Union Insurance Company	27960	INSURER E :		INSURER F :	
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INSURER D : Illinois Union Insurance Company	27960														
INSURER E :															
INSURER F :															
<b>INSURED</b> ABM Industry Groups, LLC an ABM Industries Incorporated Company 4151 Ashford Dunwoody Road, Suite 600 Atlanta, GA 30319															

**COVERAGES** **CERTIFICATE NUMBER: 13587702** **REVISION NUMBER: See below**

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 SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSD	WVD					
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$1,000,000 SIR <input checked="" type="checkbox"/> XCU GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			XSLG71211137	11/01/2018	11/01/2019	EACH OCCURRENCE	\$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 2,000,000
							MED EXP (Any one person)	Excluded
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 6,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ISAH25269147	11/01/2018	11/01/2019	COMBINED SINGLE LIMIT (Ea accident)	\$ 5,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							\$	
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 25,000			XOOG27910865004	11/01/2018	11/01/2019	EACH OCCURRENCE	\$ 10,000,000
							AGGREGATE	\$ 10,000,000
							\$	
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WLRC65438707	11/01/2018	11/01/2019	<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	Employee Dishonesty/Fidelity			DONG23691188005	11/01/2018	11/01/2019	\$2,000,000 Each Occurrence	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Sample certificate.  
Evidence of Coverage.

**CERTIFICATE HOLDER**

ABM Industries Incorporated  
4151 Ashford Dunwoody Road  
Suite 600  
Atlanta, GA 30319

**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

**ADDENDUM NO: 1**

**REQ NO: 165109**

**FINAL SUBMITTAL: December 12, 2018, 2:00 PM EST**

**FINAL QUESTIONS: December 6, 2018, 4:30 PM EST**

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

**Questions to Bid# 305160:**

**Question 1: Current Number of employees currently working in the facility?**

**Answer: There are approximately 85 employees at the facility**

**Question 2: Average Number of visitors through the front door daily?**

**Answer: There are approximately 20 visitors daily, excluding community events.**

**Question 3: What is the annual billing of the current provider?**

**Answer: There is currently no contract and cannot provide that information.**

**Question 4: Regarding the women's personal hygiene items for machine, do we supply, and if so, do we collect the funds from purchase?**

**Answer: The vendor should monitor and replenish stock as needed and provide an accounting of product used and all funds collected at the time of restocking.**

The City shall have the right to terminate the Contract after giving a thirty-day (30) written notice to the Contractor.

The Contractor shall have the right to terminate the Contract after giving a thirty-day (30) written notice to the City. If the Contractor does not give the appropriate written notice, or the City is unable to find a comparably priced replacement within the thirty-day period due to the timing of the notice, the Contractor will be held accountable for the price difference between their Contract rate and the actual cost to the City to have the work completed by a replacement Contractor.

## **2.0 SERVICES**

### **2.1 GENERAL**

Grounds maintenance in this contract shall be provided in an ongoing manner to ensure all grounds are in excellent condition. Mowing will typically be completed every 5 to 7 days during growing season. Plant maintenance is completed seasonally, based on plant-specific standards.

All areas within the locations for bid shall receive the grounds maintenance as described herein.

### **2.2 GROUNDS MAINTENANCE**

Grounds Maintenance activities shall include the following:

1. Mowing, trimming, and edging all areas including around all trees, shrubs, buildings, structures, rip rapped banks, fences, curb and gutters, and concrete islands on and adjacent to contracted sites.
2. Cleaning all grass clippings, grass or vegetation from curbs, gutters, sidewalks, landings, and other hardscape surfaces.
3. Removal and disposal of any vegetation (volunteer growth of grass, weeds, trees, shrubs, etc.) growing within any and all riprap bank areas of the site.
4. Trimming of any vegetation (vines, grasses, weeds, etc.) hanging on or over the fences maintaining a minimum of three (3) feet over fences. This shall include the disposal of all clippings, trimmings, organic material and debris.
5. Collection, removal, and disposal of all debris, sticks, rocks, limbs, bottles, metal, plastic, paper, etc. from the site. This includes grounds, picnic, shelters, pavilions, curbs, and parking areas.
6. Sweeping or blowing asphalt and concrete surfaces to keep them free of dirt, gravel, debris, grass clippings, etc.
7. Maintaining tree wells, tree rings, planting beds and other mulched areas in neat and orderly appearance, free of grass, weeds, leaves, litter and other debris.

8. All grounds maintenance activities included in this contract shall be performed on adjacent rights-of-way to each property. This includes sidewalks, tree wells, grassed areas and planting beds on adjacent rights-of-way.

## 2.3 DESCRIPTION OF SERVICES

### 2.3.1 General Mowing

When mowing the grassed areas, *no more than 1/3 of the leaf blades will be removed per mowing*. Towards this requirement, mowing will typically be completed every 5 to 7 days during the growing season. Contractor will be expected to adjust the mowing height as appropriate and, if necessary, for different sections of the Park site. Mowing height will be according to grass type and variety per the following chart:

- Cool-season grasses (Tall Fescue, Kentucky Bluegrass, Ryegrasses) Mowing height: 3 to 4 inches
- Warm-season grasses (Bermuda Grass) Mowing height: 1 to 1 ½ inches

During periods of excessive rain and tall grass growth, the mower cut height may be raised. Mowing shall be completed in a manner so all areas of the site are cut evenly to the specified height. Mower blades will be sharp at all times to provide a quality cut and prevent tearing of the grass blades. Mowing shall be completed in a manner so all grass blades are cut cleanly without bending or tearing of grass blades. Mowing equipment and patterns (alternate directions each cutting where possible) shall be employed to permit recycling of clippings where possible and present a neat appearance.

Grass clippings may be mulched. Clippings shall be discharged from the mowing machines so as to minimize "clumping" and discharge onto paved, graveled or ditch areas. Visible clumping of clippings must be removed by contractor. Efforts shall be made to minimize "scalping" of grassy areas.

Contractor shall notify Parks representative immediately of signs of pests (e.g. disease, insects, weeds, etc.)

Care shall be taken to avoid damage to trees, shrubs, and other such vegetation where applicable. Any such vegetation damaged by the Contractor shall be replaced with a plant of comparable size and species at the Contractor's expense. All vegetation planted by Contractor shall be guaranteed for one year from installation date.

All sites shall be mowed in their entirety, including all vegetation on the City's rights-of-way. City staff can identify limits if requested.

### **2.3.2 Trimming and Edging**

All trimming and edging shall be completed in a manner to maintain vegetation in a neat and orderly appearance adjacent to all other areas where vegetation is not intended. Trimming and edging shall be completed to remove all vegetation encroaching onto hard surfaces such as parking lots, curbs, gutters, sidewalks, streets, paths, driveways, etc. Trimming and edging shall be completed to remove vegetation encroaching onto soft surfaces such as tree and planting beds, clay infields.

Trimming and edging may be accomplished by use of string trimmers, edgers, and/or herbicides.

Concrete surfaces including sidewalks, pads, paths, curbs, etc. must be edged with an edger to create physical separate between the vertical edge of the surface and the surrounding grass.

Mulched tree and landscape beds must be edged with an edger to create physical separation between the mulched area and the surrounding grass.

When using string trimmers & edgers, care shall be taken to avoid damage to trees, shrubs, or other vegetation. Any such vegetation damaged by the Contractor shall be replaced at the Contractor's expense. In addition, care shall be taken to avoid damage to irrigation systems, light poles, conduit, garbage or recycling receptacles, and any other City property. Any such damage caused by the Contractor or his representative shall be repaired or replaced at the Contractor's expense.

Any herbicides used shall be EPA approved, meet Tennessee Department of Agriculture regulations and be applied in accordance with manufacturer's suggested guidelines. Where herbicides are used for trimming and edging, care shall be taken by the Contractor to avoid damage to trees, shrubs, or other vegetation. Any such vegetation damaged by the Contractor shall be replaced at the Contractor's expense.

If herbicides are used for trimming and edging purposes, a 2 to 3 inch area around fences, poles, curbs, and buildings, mulched areas, etc. will be allowed unless otherwise mutually agreed upon by the parties to this contract.

When using herbicides for trimming, edging or other purposes, all dead vegetation shall be removed by use of string trimmers or other appropriate equipment to provide a neat and uniform appearance.

### **2.3.3 Cleaning Curbs and Sidewalks**

The Contractor shall be responsible for removing any grass clippings that may drop on curbs, gutters, sidewalks, streets, landings, etc. during the course of performing the work. These clippings shall be removed with a broom, blower/vacuum machine, shovels, or other such equipment normally used to perform such work. Leaves, grass clippings and other yard waste must never be blown, swept or



dumped into storm drain, street, driveway, drainage ditch, waterway, parking lot, or any other conveyance that provides collection and movement of storm water.

Dirt, sand, gravel, clippings, etc. shall be removed from asphalt and concrete surfaces including curbs and gutters. This material shall be removed with a broom, blower/vacuum machine, shovels, or other such equipment normally used to perform such work.

Any grass or other vegetation growing onto or in tennis courts, sidewalks, trails, street curbs, and driveways shall be removed by spraying with herbicide, string trimmers, or by other means of removal along the full length of the site.

#### **2.3.4 Turf Fertilization**

- Contractor will fertilize turf areas as per the maintenance specifications attached.
- Complete fertilizers shall be granular in composition and contain 30% to 50% or more of the nitrogen in a slow or controlled release form. The ratio of nitrogen to potash will approximate 1:1 or 2:1 for complete fertilizer formulations (Examples: 15-5-15, 16-4-8, 15-0-15, 12-2-14, 14-3-14). The exact composition of fertilizer shall be determined on the basis of good industry practice combined with soil testing. While nitrogen fertilization is based on the desired growth rate and type of turfgrass, the phosphorus fertilization rate should be based on the analysis of a lawn soil sample and the recommendations obtained from it. The fertilizer shall also contain magnesium and micro-nutrients (manganese, iron, zinc, copper, etc.). Iron shall be in the sulfate, succinate, or chelated form.
- Fertilizer will be swept off of walks and drives, onto lawns or beds.
- Fertilizer will be swept off of all playgrounds and hard surfaces, onto lawns or beds.
- Contractor will apply fertilizers at the appropriate season and when rain is anticipated within 24 hours. If irrigation is available, the Contractor shall coordinate with Parks staff.
- Contractor and City will evaluate turf semi-annually. Contractor will provide a proposal each year for fertilization, including chemicals and composition. City will evaluate and approve before Contractor may begin.

#### **2.3.5 Aerification**

- All lawn areas should be aerified 2-3 times per growing season. See attached maintenance calendars for timing recommendation.

### 2.3.6 Landscape Plant Maintenance: Trees, Shrubs, Ornamental Grasses, Ground Covers

- Pruning
  - Pruning should only be done to remove dead or diseased branches, reduce foliage density or crossing branches, to improve the beauty of the plant through selective removal of a few branches, or to ensure safety of structures and visitors.
  - Shrubs will be pruned with hand shears as needed to provide an informal shape, fullness, and blooms. No powered hedge trimmers are to be used in the Park.
  - All trees should be trimmed so a mower can get under and around them, with the exception of any and all conifers.
  - No pruning will be done during or immediately following growth flushes. Branches will be pruned just outside the branch collar. Pruning paint will not be applied.
  - Sucker growth will be removed by hand from the base of trees. No herbicides will be used for this purpose.
  - Vegetation shall be kept trimmed in a manner not to impede on pedestrian use of Riverwalk.
  - Ornamental grasses should be trimmed back in February or before Spring green-up.
  - The Contractor shall remove all litter from the Park site.
  - The Parks Maintenance Division prefers that any tree pruning be conducted under supervision of an ISA Certified Arborist, to be provided by Contractor.
  - Contractor shall notify Parks representative immediately of signs of pests (disease, insects, etc.)
  
- Mulching
  - The Contractor shall be responsible for maintaining tree wells, tree rings, planting bed and other mulched areas in neat and orderly appearance, free of grass, weeds, leaves, litter, and other debris.
  - The Contractor shall ensure there are no bare-dirt areas within the bed. Mulch shall be replaced where it washes or erodes. All mulched areas will be replenished once a year during the winter months (Jan. – Feb.).
  - Mulch should maintained at a depth of not less than 2-inches and not more than 3-inches.
  - Mulch will not be placed against the base of plants, notably the trunks of trees.
  - Mulch will not be allowed to cover valve boxes, meters, irrigation heads, landscape lighting, or any stone, structure, or marker.
  - All curb, roadway, and bed edges will be trenched to help contain the applied mulch. The Contractor is required to define all edges and taper or roll away the mulch from the edges.
  - All mulch shall be contained within the tree well, tree ring, planting bed, or mulched area. Mulch outside of these areas must be removed.

- The Contractor is responsible for remixing mulch in areas that are starting to show mold or rot and to ensure that mulch or other landscape bed materials are not mixing or creeping into turf areas.
- Fertilization
  - Ornamental shrubs, trees, and groundcover planted less than 3 years shall be fertilized 4 to 6 weeks after planting, and then 2-3 times per year for the following 3 years. Two of the annual applications are normally scheduled around March and September. A third application may be made during the summer. Rate will be 1 pound of nitrogen per 1,000 square feet, per application.
  - Fertilizer should contain equal amounts of nitrogen and potassium, and 30% or more of both elements should be available in slow-release form. The fertilizer should also contain magnesium and a complete micronutrient amendment. The fertilizer analysis shall be similar to 8-2-8, 15-5-15, 14-3-14, 12-2-14, etc.
  - Fertilizer applied to shrubs and trees planted in beds shall be broadcasted over the entire plant bed. Fertilizer must be punched shallowly into the soil on berms and slopes where runoff is likely.
  - Individual, established trees and shrubs will receive annual fertilization, as appropriate. In general, evergreen trees should be given a high nitrogen fertilizer, such as ammonium sulfate, 21-0-0; deciduous shrubs, especially flowering ones, require phosphorus; and broad-leafed evergreens should be given a balanced fertilizer, such as 10-10-10.
  - Nutrient deficiencies shall be treated with supplemental applications of the specific lacking nutrient, according to the local cooperative extension recommendations.
- Pest Control
  - The Contractor shall practice Integrated Pest Management (IPM) to control insects, diseases, and weeds on and around perennials, ground covers, shrubs, vines, and trees. This will include frequent monitoring and spot treatment as necessary using the least toxic methods. All applications will be performed when temperatures are below 90 degrees Fahrenheit, and when wind drift is negligible. First choice will be insecticidal soaps, horticultural oils, and biological controls, such as *Bacillus thuringiensis* (Bt) formulations.
  - Weeds in beds or mulched areas will be usually removed mechanically or by hand. Upon Parks Division approval only, herbicides may be employed for heavy weed infestations. Should herbicides be approved, all necessary precautions (including, but not limited to, application when there is no wind to cause drift, tenting, or otherwise covering) must be taken to prevent herbicides from being applied to or landing on Park structures and amenities.

### **2.3.7 Natural "Meadow Mix" Areas**

A program of weed control practices (cultural, mechanical, and chemical) is essential to ensure a satisfactory display of wildflowers and native grasses. Weeds should be eliminated as soon as they can be recognized, either by pulling, spot-spraying with a general herbicide, or selective cutting with a string trimmer.

- Annual Mowing for Established Areas: The timing and frequency of mowing should be planned to allow sufficient light to reach native plant seedlings and preventing weed seed production. Areas that have been planted in a "meadow mix" shall be mowed once a year in winter at a height of 6"-8" .with a flail mower (to prevent smothering plants) to decrease competition and to provide sufficient sunlight for seedlings.

Fertilization of these areas is not necessary.

### **2.3.8 Fall Leaf Removal**

Allowing leaves to accumulate and smother turf over the winter can lead to dead patches in the spring. Contractor shall remove leaves from turf areas and beds to prevent this and keep lawn and landscape looking clean. If necessary, leaves will be cleared multiple times in the fall season.

For sites that have densely planted trees and/or large, mature trees, leaf removal is a must for maintaining a clean, orderly appearance.

- Once the leaves begin lightly dropping in the fall, mowing crews take extra time to cut the leaves into small, fine pieces during routine mowing visits.
- When leaves start falling in heavy concentrations, they are gathered together by means of rakes and commercial blowers and either carried off into an on-site wooded area (to be used as natural mulch), or collected by means of a vacuum and removed.
- A final, touch-up leaf removal visit may be performed in the late fall to leave the appearance of your property clean and orderly over the winter months.

### **2.3.9 Irrigation Systems**

The Contractor is responsible for spring startup and winterization of the irrigation system. The Contractor shall inspect and test rain shut-off devices and other components and zones in the irrigation system monthly and shall reset zone times according to seasonal evapotranspiration changes. Zone times shall be coordinated and consulted with Parks representative before setting. Minor adjustments and repairs such as head/emitter cleaning or replacement, filter cleaning, small leaks, and minor timer adjustments shall be made by the Contractor, with the client paying for parts. Once a year, the Contractor will recalibrate each zone to allow for the application of ½ inch to ¾ inch of water per irrigation. During weekly maintenance, the Contractor will note and report to client any symptoms of inadequate or excessive irrigation, drainage problems, etc. The contractor is responsible for irrigation scheduling, timers will be shut off during the summer rainy season and the system will be turned on

manually, as needed. Contractor shall re-calibrate the sprinkler system as needed. The Contractor will notify Parks immediately of any problem beyond the above scope immediately. Repairs or system service beyond the above scope will be provided by the City Irrigation Repairs Contractor, at the City's expense.

#### **2.3.10 Other**

All turf areas and planting beds (including shrubbery and planting areas) will be cleared of leaves, weeds, trash, and any other debris on a continual basis in Winter season.

Prior to performing any of the work, the Contractor shall have taken care to inspect the areas to be mowed, trimmed, and/or edged and identify any hazards that might damage equipment. Any hazards shall be the responsibility of the Contractor to work around. All hazards shall be reported to City when Contractor calls or completes Site Completion Form to verify the completed service location.

All mechanized equipment (power mowers, trimmers, edgers, etc.) must be turned off if you encounter the public (within 20 feet). Care shall be taken to avoid blowing or directing dirt, sand, gravel, clippings, etc. at any person. Any property, including structures and vehicles damaged by flung debris shall be the responsibility of the contractor to repair.

The contractor shall post temporary signage notifying of the presence of any chemicals and shall take proper precautions before applying these chemicals.

Biannually, the Contractor shall supply lists of dead or damaged flora to the Parks Division. Fall planting lists shall be submitted by September 1, and Spring planting lists shall be submitted by March 1. With these lists, the Contractor shall submit a proposal for replacement of these plants, as well as a schedule for replacement. The City will not approve any proposal that exceeds \$5,000 per season.

All optional services will be by supplemental written agreement of the City and that agreement will specify the extent and cost of the proposed work. All such work, however, will satisfy these general requirements.

#### **2.4 SERVICES NOT INCLUDED**

Anything that is not covered by this bid is considered additional work and may be performed only after a written quote is submitted to and written permission to proceed is received from the City. The Contractor will schedule work crews to be on-site on a weekly basis.

### **3.0 EXECUTION**

#### **3.1 PERFORMANCE OF WORK**

##### **3.1.1 Frequency of Maintenance**

City staff will determine and provide to Contractor the days of the week most suitable for servicing the Riverwalk. Mowing will take place on a five to seven day schedule in the growing season and should be completed within one calendar day of the specified day of the week.

Once the scheduled work has been initiated, the Contractor shall not stop activities and work on other projects until work is completed. Work shall be continuous during normal working hours.

If scheduled maintenance cannot be performed as a result of weather, the Contractor shall advise the City's contract manager and document all missed activity in Google Form. A later visit must be scheduled to finish maintenance services. Any extra visits that are required for the Contractor to finish the scheduled work shall be provided at no additional cost for the City.

##### **3.1.2 Compliance with Applicable Laws and Regulations**

The contractor will be responsible for complying with all codes, laws, regulations, ordinances, and rules of bodies having jurisdiction as well as any restrictive covenants of Hamilton County or the City of Chattanooga.

##### **3.1.3 Appropriate Care of Plants, Facilities and Site in General**

The Contractor shall guarantee that all plantings and turf subject to this bid will receive correct horticultural care. If a plant dies due to Contractor's negligence, it will be replaced free of charge with a plant of comparable size and species. Furthermore, all new plantings installed by the Contractor shall be guaranteed for one year from the time of installation.

The Contractor is responsible for the cost of replacing and/or repairing and cleaning all County, City, private, public, or tenant property which has been damaged due to maintenance activities performed under this bid. This includes the washing of any cars that may have dust, debris, mud, etc. on them due to maintenance activities. In the event of damage, the Contractor is to immediately notify the City and make necessary arrangements for repair, replacement and cleaning. If the resulting damage is not repaired within a reasonable time frame, then the repairs will be made by the City and the cost will be subtracted from payments due the contractor.

Contractor assumes responsibility for repairing any underground utilities that are damaged due to the result of their operations.

Contractor is responsible for Maintenance, repair and removal of any erosion control measures, either in place or installed by the Contractor.

#### **3.1.4 Subcontracting**

No work under this bid may be assigned or subcontracted without prior written consent by the City.

### **3.2 ON-SITE STORAGE OF CONTRACTOR'S EQUIPMENT**

The Contractor may store equipment on-site during the period when performing maintenance on the site. The Contractor shall be responsible for the security of all equipment and materials. The City assumes no risk for loss of equipment and materials nor damage to any equipment.

Storage of any equipment or supplies on the property is not permitted without the City's prior written approval.

### **3.3 PAYMENT**

Payment shall be in accordance with the City's standard policies and procedures.

The Contractor shall submit an invoice for completed work after an inspection of work has been performed and any all deficiencies corrected to the Parks Division administrative offices at 1503 Middle Street, Chattanooga, TN 37408.

Vendor's Invoice must list a valid E-Mail Address for billing questions and inquiries.

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.

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.

Vendor's Invoices that are billed inaccurately, incompletely, or otherwise unprocessable are not considered valid.

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.

Accurate Invoices, with all appropriate backup documentation, shall be sent to:

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

and copies sent to:

Parks Maintenance Division, Department of Public Works  
1503 Middle Street  
Chattanooga, TN 37408  
ammccormick@chattanooga.gov

### **3.5 INSPECTION PROCEDURES**

- 3.5.1 The Contractor shall be responsible for notifying the Parks Division representative via Google Form as soon as work is completed at designated site. This form will populate a spreadsheet for Parks staff to review and inspect contractors work for acceptance. .
- 3.5.2 All work must meet the specifications of this agreement. The Park Division representative will be the final authority on acceptance, as well as any damage to City property.
- 3.5.3 When filling out the Google Form, Contractors will verify location and they must leave a brief, detailed message about the completed service location as well as the date and time completed. The description of the service location must match the location on bid sheet by name.
- 3.5.4 Upon inspection, the inspector will verify the location has been cut the same or previous day and document as complete. If the inspector encounters a problem or has questions with the service location, he/she will take digital photographs and forward the information to the General Supervisor who will determine appropriate steps to resolve all issues.
- 3.5.5 Parks Administration will notify the Contractor, in writing, of any work that is not deemed acceptable. The Contractor will have 72 hours to repair, replace, or redo the specified work. The Contractor is responsible for replacing, at his/her expense, all trees, shrubs, sprinkler heads/pipes, and any other damages caused by the Contractor's personnel. The Contractor will be responsible for all charges incurred.
- 3.5.6 Inspectors will not inspect locations if the Contractor has not completed the Google Form on the service date. Inspectors will document that Contractor did not complete the Google Form on the service date and in turn will not visit and verify the service location. If the inspector is unable to identify each location, the contract amount will not be paid.
- 3.5.7 Invoices should not be sent to the City for payment until all locations on the invoice have been mowed.



3.5.8 If contractors have questions regarding the contract they should contact the Director of Parks, (423) 643-6122 or jbergdoll@chattanooga.gov.

#### **4.0 QUALIFICATIONS**

##### **4.1 QUALIFICATIONS FOR PROSPECTIVE BIDDERS**

###### **4.1.1 Minimum Qualifications**

The following requirements shall be considered the minimum for a Contractor to be considered as qualified to provide services under this contract, and shall be a prerequisite to any award.

A period of three (3) years experience in the performance of professional commercial landscape maintenance as specified.

Current operation of a field office and/or warehouse within fifty (50) miles of the site to be serviced under this contract.

A minimum of five (5) full time qualified, local landscape personnel shall be employed by the Contractor during the contract term. A minimum of two (2) employees must have a minimum of five (5) years documented experience (each) in providing local commercial landscape services. Any persons designated to supervise others under this bid must reside within twenty-five (25) miles of the site to be serviced.

Contractor shall be a member of one or more of the following: Association of Landscape Contractors of America, Tennessee Nursery and Landscape Association, Tennessee Turfgrass Association, Professional Grounds Management Society, or other relevant professional organization.

Contractor must assign to the project at least one employee possessing a Tennessee Department of Agriculture Certified Pesticide Commercial Applicator's License for the control of weeds, plant diseases, and other pests (Horticulture – Lawn & Turf; Cat. 03- Ornamental and Turf Pest Control).

It is preferred that the Contractor assign to the project at least one employee who is a Certified Arborist or Certified Tree Worker (International Society of Arboriculture).

It is preferred that the Contractor assign to the project at least one employee who has experience or training in Integrated Pest Management (IPM) techniques.

The Contractor shall execute all work subject to this bid in a professional and courteous manner at all times and shall staff all work performed with a knowledgeable, English-speaking supervisor, and with experienced, well trained, uniformed staff of enough manpower so as to complete all activities promptly and within the scope of all relevant specifications set forth in this document. The practices and procedures employed will be according to accepted industry standards (e.g., Association of Landscape

Contractors of America); installations and applications will be made with technical expertise; all vehicles and equipment will be operated both skillfully and safely within City properties.

Services provided shall be performed by qualified and trained service personnel that are directly employed by the bidding firm. Subcontracting services in these specifications shall be prohibited without prior written consent by the City.

Before any work is initiated under this bid, the Contractor shall be fully licensed to provide landscape maintenance business in the State of Tennessee. Proof of such licensing is required by the City before a contract award is made.

The Contractor shall ensure that all employees working under this bid shall wear matching company uniforms including shirts, clearly identifying them as the bidder's employees.

All vehicles and equipment utilized by the Contractor for this contract shall be clearly marked with the company logo or name while on the job site. The Contractor shall utilize clean, well-maintained equipment of the latest and most efficient design. All equipment may be inspected by the City prior to use.

All Bidders desiring to provide services specified shall visit the job site to become familiar with the facilities and equipment prior to submitting a bid. No bidder shall be relieved from assuming all responsibility for properly estimating the difficulties and the cost of performing the services required with this specification, because of failure to investigate the conditions or become acquainted with all the information concerning the services to be performed.

- Contractor must designate a person of contact for all communication
- Mobile and Office Contact #
- Email information
- 24 hour notification if person of contact changes
- 7 day notification when the need for extended leave occurs
- Contact hours of availability

## Bermudagrass Maintenance Calendar

This calendar of suggested management practices is designed to be a general guide in the care of your bermudagrass lawn. Many factors such as location, soil type, and microenvironment will affect the performance of your lawn. For these reasons, the following management practices and dates may need to be adjusted to suit your particular home lawn conditions.

### **March Through May**

**Mowing:** Bermudagrass performs best when mowed between  $\frac{3}{4}$  and  $1\frac{1}{2}$  inches. Begin mowing as soon as the lawn turns green in spring. Always leave the clippings on the lawn in a practice called 'grass-cycling'. Grass clippings decompose quickly and do not contribute to thatch. If prolonged rain or other factors prevent frequent mowing and clippings begin to clump, they can be collected and used as mulch.

**Fertilizing:** The first application of fertilizer to bermudagrass should be made in spring when the grass is 50% green OR when soil temperatures are above 65 degrees. Apply 1 pound of nitrogen (N) per 1,000 square feet several weeks after complete green-up. Submit a soil sample to determine nutrient and lime requirements. In the absence of a soil test, use a slow-release, complete nitrogen-phosphorus-potassium (N-P-K) turf fertilizer with a 4-1-2 ratio such as 16-4-8. Apply other nutrients if suggested.

**Irrigation:** As a general rule, irrigate when 30 to 50 percent of the lawn shows sign of wilt. Probe with a screwdriver to ensure the top 4 to 6 inches of soil are moist following irrigation. Do not irrigate again until the lawn shows sign of wilt. In general, bermudagrass needs a total weekly application of about 1 to  $1\frac{1}{4}$  inches of water. Sandy soils often require more frequent watering, for example,  $\frac{3}{4}$ -inch of water every third or fourth day.

**Weed Control:** Apply preemergence herbicides to control summer annual weeds when forsythia or redbuds are in full bloom. Apply postemergence herbicides in May as needed to control summer annual and perennial broadleaf weeds. Be sure that the product is labeled for use on bermudagrass. Postemergence herbicides are applied when weeds are present, and at least three weeks after the lawn has greened up.

**Thatch Removal:** Vertically mow in May to remove the thatch after the lawn becomes green, but only if the thatch is more than  $\frac{1}{2}$ -inch thick. After dethatching, irrigate with  $\frac{3}{4}$  to 1 inch of water. Fertilize with 1 pound of N per 1,000 square feet if the lawn has not already been fertilized.

**Renovation:** Replant large bare areas using sod or sprigs (3 to 5 bushels per 1,000 square feet). Common bermudagrass can be seeded using hulled bermudagrass at 1 to 2 pounds per 1,000 square feet. Do not seed hybrid bermudagrass lawns with common bermudagrass. Use sod or sprigs of the existing hybrid instead.

## June Through August

**Mowing:** Bermudagrass performs best when mowed between  $\frac{3}{4}$  and  $1\frac{1}{2}$  inches.

**Fertilizing:** Apply  $\frac{1}{2}$  to 1 pound of N per 1,000 square feet every 4 to 8 weeks.

**Irrigation:** As a general rule, irrigate when 30 to 50% of the lawn shows sign of wilt. In general, bermudagrass needs a total weekly application of about 1 to  $1\frac{1}{4}$  inches of water.

**Insect Control:** August is the best time to control white grubs because they are small and close to the soil surface. Mole crickets will begin to hatch in June. Use a soap flush technique to determine if mole crickets are present. Insect Control shall be on an as needed basis, curative applications only

**Weed Control:** Apply postemergence herbicides as needed to control summer annual and perennial weeds.

**Thatch Removal:** Vertically mow to remove the thatch if it is more than  $\frac{1}{2}$  inch thick. It normally is best to vertically mow in spring whenever possible.

**Aerification:** Loosens compacted soil and increases the availability of water and nutrients. Enhances oxygen levels in the soil, stimulating root growth and enhancing the activity of thatch-decomposing organisms. Regular decompaction also reduces water runoff, increases the lawn's drought tolerance, and improves its overall health. Bermudagrass should be actively growing and not under stress during aerification. 2-3 aerifications shall be performed in a growing season. Aeration cores shall be incorporated back into soil following aerification.

**Topdressing:** Topdressing lawns has been shown to promote a quicker recovery from physical damage. Topdressing can also help to control thatch and reduce incidence of disease. Topdressing can help fill in gaps in the grass. A topdressing program can also be used to improve or alter the structure of the root zone. Top dressing a lawn is the practice of placing a thin layer ( $\frac{1}{2}$ " or less) of material on an established lawn. The material can be soil, compost or sand and should follow aerification once or twice a season. Topdressing should then be incorporated into turf canopy and soil by the process of dragging in with mat drag or broom.

## **September Through November**

**Mowing:** Mow the lawn between  $\frac{3}{4}$  and  $1\frac{1}{2}$  inches until several weeks before the first expected frost. Raise the mowing height by  $\frac{1}{2}$  inch as winter approaches if the lawn will not be overseeded. Mowing height is usually raised in mid to late September.

**Fertilization:** In September, if a soil test reports deficient potassium (K) levels, apply 1 pound of potash (K<sub>2</sub>O) per 1000 square feet, using muriate of potash (0-0-60), potassium sulfate (0-0-50), or Sul-Po-Mag (0-0-22).

**Irrigation:** Irrigate when 30 to 50% of the lawn shows sign of wilt. In general, bermudagrass needs a weekly application of about 1 to  $1\frac{1}{4}$  inches of water. Dormant bermudagrass may need to be watered periodically when dry, warm, windy weather prevails.

**Weed Control:** Apply preemergence or postemergence herbicides as needed to control winter annual and perennial broadleaf weeds. Preemergence herbicides are most effective when applied as nighttime temperatures drop into the upper 50s. Preemergence herbicides do not control existing perennial weeds. Apply postemergence herbicides only when weeds are present. Do not apply herbicides designed to control annual bluegrass if the lawn is to be overseeded with ryegrass.

**Insect Control:** Continue to monitor for white grubs and control if necessary.

**Overseeding:** Overseeding with ryegrass for winter color should be done in mid September

## **December Through February**

**Mowing:** Mow overseeded bermudagrass at 1 inch before the grass gets taller than 1½ inches. Do not collect the clippings unless they accumulate heavily on the surface. Dormant bermudagrass that has not been overseeded need not be mowed.

**Overseed Fertilization:** Do not fertilize bermudagrass that has not been overseeded. Apply ½ pound of N per 1,000 square feet in December and February to overseeded bermudagrass.

**Irrigation:** Dormant bermudagrass may have to be watered periodically to prevent desiccation, especially when warm, windy weather prevails. Watering is particularly important for lawns that have been overseeded.

**Weed Control:** Apply broadleaf herbicides as needed to control winter weeds such as chickweed, henbit, and hop clover. Selective herbicides can be applied in November or December to lawns that have not been overseeded to control annual bluegrass (*Poa annua*) and several winter annual broadleaf weeds. Non-Selective herbicides can be used to clean out winter weeds on dormant bermudagrass, this should be done in late February.

## **Tall Fescue Maintenance Calendar**

This calendar of suggested maintenance practices is designed to be a general guide in the care of your fescue lawn. Location, soil type, health of lawn, and other factors affect turf performance. For these reasons, the following management practices and dates should be adjusted to suit your particular home lawn conditions.

### **March Through May**

**Mowing:** Mow lawn at a height of 3 inches. Mow frequently enough so that no more than ⅓ of the grass blade is removed. Always leave clippings on the lawn in a practice called "grass-cycling". Grass clippings decompose quickly and do not contribute to thatch.

**Fertilizing:** Do not fertilize tall fescue after April 15.

**Irrigation:** Water as needed to prevent drought. About 1 inch of water per application each week is adequate. Sandy soils often require more frequent watering, or about ½ inch of water every third day.

**Weed Control:** Apply preemergence herbicides to control crabgrass, goosegrass, foxtail and other annual weeds. Apply when forsythia or dogwoods are in bloom.

## June Through August

**Mowing:** Raise mower height to 3½ - 4 inches. Mow frequently enough so that no more than ⅓ of the grass blade is removed. Always leave clippings on the lawn in a practice called "grass-cycling".

**Fertilizing:** Do not fertilize fescue at this time. Submit a soil sample to your local extension office to determine nutrient requirements.

**Irrigation:** Either water as needed to prevent drought or allow the lawn to go dormant. About 1 inch of water per application each week is adequate for irrigated lawns. Sandy soils often require more frequent watering, or about ½ inch of water every third day. Dormant lawns in summer should receive about ½ inch of water every 3 weeks to prevent crown dehydration and plant death.

**Disease Control:** Check lawn frequently for brown patch which is the most widespread disease of fescue. It most commonly occurs in June, July, and August but may be seen as early as March and as late as September.

**Weed Control:** Avoid the use of herbicides at this time. Fescue stressed by drought and high temperatures is more susceptible to herbicide damage.

**Insect Control:** Check for grubs in August and control if necessary.

## September Through November

**Mowing:** Mow lawn between 3 and 4 inches. Mow frequently enough so that no more than ⅓ of the grass blade is removed. Practice "grass-cycling" which is simply leaving the clippings on the lawn. Grass clippings decompose quickly and can provide up to 25 percent of the lawn's fertilizer needs. If prolonged rain or other factors prevent mowing and clippings are too plentiful to leave on the lawn, they can be collected and used as mulch.

**Fertilizing:** The best way to determine your lawn's nutrient needs is by a soil test. Samples can be taken to your local county extension office. Results will also indicate if lime is needed to adjust the soil pH. In the absence of a soil test, use a complete turf-grade fertilizer with a 4-1-2 ratio, such as 16-4-8. Apply 1 pound of actual nitrogen per 1000 square feet in September and, optionally again in November.

**Irrigation:** A dark bluish gray color, footprinting, and wilted, folded, or curled leaves indicate that the turf needs water. Tall fescue needs a weekly application of about 1 to 1¼ inches of water, which will wet the soil to a depth of 4 to 6 inches. Sandy soils often require more frequent watering, such as ¾ inch every three days.

**Weed Control:** Apply broadleaf herbicides to control dandelions, wild onions, cudweed, and other weeds if necessary. Check product labels carefully because some herbicides may affect newly seeded turf.

**Insect control:** Check for white grubs through October and control if necessary.

**Aerification:** Core aerify lawns subject to heavy traffic or on clay soils to minimize compaction and improve rooting. Break up plugs.

**Renovation:** Overseed thin, bare areas as grass begins to respond to cooler temperatures in September and early October. Use a blend of tall fescue cultivars at 6 pounds per 1000 square feet. Apply a starter fertilizer with high phosphorus at time of seeding. Keep seedbed moist with light, frequent sprinklings several times a day to ensure good germination.

**Thatch Removal:** It is not necessary to remove thatch with most tall fescue lawns.

### **December Through February**

**Mowing:** Mow lawn at 3 inches and keep it clear of debris including leaves.

**Fertilizing:** Fertilize with 1 pound of actual nitrogen per 1000 square feet in February. In the absence of soil test results, use a complete turf-grade fertilizer with a 4-1-2 ratio.

**Irrigation:** Water, if needed, to prevent excessive drying. About 1 inch of water per application each week is adequate.

**Weed Control:** Apply broadleaf herbicides as necessary for control of chickweed, henbit or other weeds.



## 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:

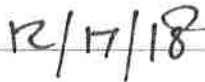
1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard 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)

  
\_\_\_\_\_  
(Title and Name of Construction Company)

  
\_\_\_\_\_  
(Date)

No Contact/No Advocacy

Notice Receipt

City of Chattanooga

Purchasing Division

For Submission with Sealed Bid Solicitation Responses:

GEORGE PARKKISH  
SEKES SERVICES, LLC (Vendor Agent name), states that:

(1) He/She is the owner, partner, officer, representative, or agent of SEKES SERVICES, LLC  
\_\_\_\_\_  
(Business name), the Submitter of the

attached sealed solicitation response to Solicitation # 305296, 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:

GP

Printed Name:


GEORGE PARKKISH

Title: OPERATIONS MANAGER

Date: 12/17/18

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) GEORGE MARSHALL  
(BUSINESS NAME) SEKOS SERVICES, LLC  
(DATE) 12/17/18

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)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/06/2018

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 RSS Insurance 6236B Airpark Drive P.O. Box 23685 Chattanooga TN 37421	CONTACT NAME: Deborah Moore	FAX (A/C, No): (423) 954-9444	
	PHONE (A/C, No, Ext): (423) 954-9100	E-MAIL ADDRESS: mooredeb@rssins.com	
INSURED Sikes Services LLC, CityGreen Services 2713 Wood Avenue Chattanooga TN 37406	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	Southern Ins Co of VA	26867
	INSURER B:	Accident Fund National	12305
	INSURER C:	Old Republic Surety	
	INSURER D:		
	INSURER E:		

**COVERAGES** CERTIFICATE NUMBER: 18-19 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 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPS8952562	01/14/2018	01/14/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			CAS8952562	01/14/2018	01/14/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			CXS8952562	01/14/2018	01/14/2019	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCV6138291	01/14/2018	01/14/2019	<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
C	Pesticide Bond Tenn Dept of Agriculture			W150290794	07/16/2018	07/16/2019	\$10,000 Bond Amt

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Subject to policy terms, conditions and exclusions.

**CERTIFICATE HOLDER****CANCELLATION**

Tennessee Dept of Agriculture

Nashville

TN

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Tennessee Erosion Prevention & Sediment Control Program

Chad Sikes

Is a Fundamentals of EPSC Level 1 Certified Personnel

Certification # 133636 Expires:2021-12-31



**TN Department of Agriculture**  
*License & Certification Card*



092254

CHAD SIKES  
44 COOLSPRINGS ROAD  
SIGNAL MTN, TN 37377



**TN Department of Agriculture**  
*License & Certification Card*



85414

GEORGE PARRISH  
245 WILSON PIKE CIRCLE  
BRENTWOOD, TN 37027



## References

UNUM- 25 acres campus of full service landscape maintenance

[mbuttrey@unum.com](mailto:mbuttrey@unum.com)

Covenant Transport Class A Office and Warehouse Location

Mike Hamric 423-667-0511

Integra Hills and Integra Hills Preserve

Gabrielle Johnson 423-774-4772

[Gabriel.johnson@pantherm.com](mailto:Gabriel.johnson@pantherm.com)

City of Chattanooga Parks Division

Currently Servicing 44 locations



Trucks and Equipment list as of 12/17/2018

2016 Ford F350

2016 Ford F150

2014 Chevrolet 3500 Dump Bed

2014 Chevrolet 2500 HD

2014 Isuzu NPR ramp bed

2014 Isuzu NPR ramp bed

2008 Ford F250

2008 Ford F250

2005 GMC 3500 Box Truck

2006 Chevrolet 2500

2001 Isuzu NPR Ramp Bed

18'X8' Tandem Axle Heavy Equipment Trailer

20'X8' Tandem Axle Trailer

Multiple utility trailers

Snapper Pro 60" Rider

Exmark 52" Rider

Scag (2) 72" Rider

4(61") Scag Rider



52" Scag Walk Behind

4 Snapper Pro 48" Walk Behind

52" walk behind Snapper

1 exmark 48" walk Behind

4 Honda 21" push Mowers

15 stihl/red max weed eaters

15 Stihl Blowers

5 sets of pruners

2 stihl Chain Saws

BobCat T590 Skid Steer with forks, bucket and Auger

2 man auger gas powered



Employee Roster as of 12/17/2018

Full time Employees

Christerpher Blasengame Hire Date 4/2017

Jose Castro Hire Date 1/2007

Tyler Crouch Hire Date 12/2014

Angelo Martinez Hire Date 1/2008

Romero Orozco Hire Date 4/2008

Bobby Palmer Hire Date 12/2017

Chris Prescott Hire Date 9/2016

George Parrish 7/2017 (over 10 years experience Operations Manager)

Gerrard Wilhoite Hire Date 12/2014

Kelly Youngblood Hire Date 1/2008

Chad Sikes (purchased the Business 2014/Owner/CEO) over 20 years of experience

Jennifer Sikes( purchased the business is 2014/Owner/CFO)

Elizabeth Denton Hire Date 5/2018

Tony Massey Hire Date 5/2012

Zack Hobrecht Hire Date 4/2018

Keith Wilkey Hire Date 4/2018

Nate Huey Hire Date 5/2018

Ronnie Hilburn 5/2018

10+ seasonal employees during the growing season



# City of Chattanooga

Mayor Andy Berke

May 28, 2019

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

**Subject: Contract Renewal of Blanket PO No. 549781 - Cleanup Sewer Backup Services – Waste Resources Division - Public Works**

**Dear Mr. Holland:**

Council approval is recommended to renew Blanket PO No. 549781 - Cleanup Sewer Backup Services – Waste Resources Division - Public Works. The City of Chattanooga is renewing the first (1st) contract renewal option for twelve (12) months, for a total estimated annual amount of \$550,000. A copy of the contract is enclosed.

The invitation to bid was sent out to eight (8) 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. 549781 for Cleanup Sewer Backup Services to Disaster Master, 4605 Shawhan Rd., Chattanooga, TN 37402.

Respectfully yours,

**Bonnie Woodward**  
Director of Purchasing

BW/ab

Attachments

# 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: 24096
	Disaster Master 4605 Shawhan Road Chattanooga, TN 37411

PO Date: 02-JUL-18 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 549781</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 / Bid No.: 170320 / 305122 Ordering Dept.: Waste Resources Division, Public Works Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Cleanup Property Damaged by Sewer Backups  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 Cleanup Property by Sewer Backups for the Waste Resources 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.					

\*\*\*\*\* 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: 24096  Disaster Master 4605 Shawhan Road Chattanooga, TN 37411
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PO Date: 02-JUL-18 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>549781</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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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: 24096  Disaster Master 4605 Shawhan Road Chattanooga, TN 37411
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PO Date: 02-JUL-18 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>549781</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	
<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				
..... Amount Limit Increase was approved by City Council on February 5, 2019. ..... mlm, 02/10/19					

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

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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	Extracting Raw Sewage Wall and/or Floor Areas	0.00	Square Foot	\$ 0.5000	\$ 0.00
2	Removal of Standing Water (Vacuum Truck) per 1,000 Gallons	0.00	Gallon	\$ 195.0000	\$ 0.00
3	Clean & Disinfect Wall and/or Floor Areas (includes doors and trim/molding)	0.00	Square Foot	\$ 0.2500	\$ 0.00
4	Clean & Disinfect Furniture, Fixtures, Cabinets, Appliances, and Electronics, etc.	0.00	Hour	\$ 25.0000	\$ 0.00
5	Removal & Disposal of Non-Salvageable Materials and Equipment	0.00	Ton	\$ 340.0000	\$ 0.00
6	Clean & Disinfect Clothing, Linens, Drapes, Shoes, etc.	0.00	Pound	\$ 4.7500	\$ 0.00
7	Extermination Services	0.00	Square Foot	\$ 0.1800	\$ 0.00
8	Odor Control	0.00	Each	\$ 95.0000	\$ 0.00
9	Moving & Replacement	0.00	Hour	\$ 25.0000	\$ 0.00
10	Storage	0.00	Day	\$ 22.0000	\$ 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: 24096
	Disaster Master 4605 Shawhan Road Chattanooga, TN 37411

PO Date: 02-JUL-18 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 549781</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	Lawn & Driveway Clean and Disinfect	0.00	Square Foot	\$ 0.3500	\$ 0.00
12	Miscellaneous Services (Overhead & Profit 20 % Markup Only)	0.00	Each	\$ 1.0000	\$ 0.00
13	Base Service Call	0.00	Each	\$ 75.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

May 28, 2019

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

**Subject: Contract Renewal of Blanket PO No. 550065 - Sewer Treating Chemicals – Waste Resources Division - Public Works**

**Dear Mr. Holland:**

**Council approval is recommended to renew Blanket PO No. 550065 - Sewer Treating Chemicals – Waste Resources Division - Public Works. The City of Chattanooga is renewing the first (1st) contract renewal option for twelve (12) months, for a total estimated annual amount of \$60,000. A copy of the contract is enclosed.**

**Chemsearch is the owner, manufacturer and sole distributor of the sewer treating chemicals. TCA 6-56-304.2 allows this Single Source purchase exempted from the usual advertising and bidding requirements.**

**I recommend renewing Blanket PO No. 550065 for Sewer Treating Chemicals to Chemsearch, 2727 Chemsearch Blvd., Irving, TX 75062.**

**Respectfully yours,**

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

**BW/ab**

**Attachments**

# 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: 731795 Vendor Alternate ID: 11315  Chemsearch 2727 Chemsearch Blvd. Irving, TX 75062
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PO Date: 19-JUL-18 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 550065</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	
<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.: 171941 / 305155 Ordering Dept.: Waste Resource Division, Public Works Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Sewer Treating Chemicals  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 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.					

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City of Chattanooga  
101 East 11th Street, Suite G13  
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<b>V E N D O R</b>	Vendor Number: 731795 Vendor Alternate ID: 11315  Chemsearch 2727 Chemsearch Blvd. Irving, TX 75062
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Requestor		Requisition Number			Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Cast Out (Copyrighted) No exceptions Do Not Substitute; #10194841, 2 x 2.5 gal.	0.00	Gallon	\$ 49.1500	\$ 0.00
2	Citra Flow; #12071918, 2 x 2.5 gal.	0.00	Gallon	\$ 68.5000	\$ 0.00
3	Free-Flow Liquid (Copyrighted) No exceptions Do Not Substitute; #12026220, 2 x 2.5 gal.	0.00	Gallon	\$ 64.0500	\$ 0.00
4	Free-Flow Liquid Plus (Copyrighted) No exceptions Do Not Substitute; #12026238, 2 x 2.5 gal.	0.00	Gallon	\$ 64.0500	\$ 0.00
5	ND-66; #10044433, 50 lb/case	0.00	Pound	\$ 8.6500	\$ 0.00
6	Premalube Xtreme Green; #12053397, 48/case	0.00	Case	\$ 526.9500	\$ 0.00
7	Sewer Treating Chemicals not otherwise listed; 0 % Markup. Chemsearch does not "mark up". They sell their products at the MSRP; Freight is included in all pricing listed	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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