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**TUESDAY, JULY 2, 2019**  
**CITY COUNCIL REVISED AGENDA**  
**6:00 PM**

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

**PLANNING**

- a. [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 for property extended on Seminole to end at 3218 Pinewood Avenue. \(District 9\)](#)

- VI. **Ordinances – First Reading:**

**PUBLIC WORKS AND TRANSPORTATION**

**Transportation**

- a. [An ordinance amending Chattanooga City Code, Part II, Chapter 24, Article XV, Section 24-511, to establish a moratorium relating to the operation of dockless electric scooters and bicycles. \(Sponsored by Councilman Smith and Councilman Ledford\)](#)

- VII. **Resolutions:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. [A resolution declaring surplus of an abandoned ten \(10’\) foot sliver of property located at 1134 E. 14<sup>th</sup> Street, identified as a portion of Tax Map No. 146P-E-008, and to Quitclaim the City’s interest in the sliver to the property owner of record. \(District 8\)](#)

**IT**

- b. A resolution authorizing the Chief Information Officer to renew the City's existing blanket agreement with Carahsoft Technology Corp. to purchase Accela public service platforms, including Treasury/Finance, Economic and Community Development, and Public Works services, for the contract year beginning May 24, 2019 through May 23, 2020, for an annual cost not to exceed \$234,214.63. (Added by permission of Chairman Oglesby)

**MAYOR'S OFFICE**

- c. A resolution to confirm the Mayor's appointment of Otis L. Moorer to the Passenger Vehicle for Hire Board.
- d. A resolution confirming and approving the appointment of Warren E. Logan, Jr. as a member of the Electric Power Board of Chattanooga from the effective date hereof until April 15, 2024, and thereafter until a successor is appointed and qualified.
- e. A resolution confirming and approving the appointment of Marcus Shaw as a member of the Electric Power Board of Chattanooga from the effective date hereof until April 15, 2023, and thereafter until a successor is appointed and qualified.

**PUBLIC WORKS AND TRANSPORTATION**

**Public Works**

- f. A resolution authorizing the approval of Change Order No. 1 (Final) for Reynolds Construction, LLC relative to Contract No. W-09-011-201, Orchard Knob Pump Station Improvements, for an increased amount of \$189,193.99, to release the contingency amount of \$140,806.01, for a revised contract amount of \$3,508,193.99. (District 8)

**PURCHASING**

- g. A resolution authorizing the City Purchasing Director to enter into an agreement with Omnia Partners cooperative purchasing organization, formed by merging the formally separate cooperatives (1) The Cooperative Purchasing Network (TCPN); (2) National Intergovernmental Purchasing Alliance (National IPA); and (3) U.S. Communities.

VIII. Purchases.

IX. Other Business.

X. Committee Reports.

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

XII. Adjournment.

**TUESDAY, JULY 9, 2019**  
**CITY COUNCIL AGENDA**  
**6:00 PM**

1. Call to Order.
2. Pledge of Allegiance/Invocation (Councilwoman Berz).
3. Minute Approval.
4. Special Presentation.
5. **Ordinances - Final Reading:**

**PUBLIC WORKS AND TRANSPORTATION**

**Transportation**

- a. [An ordinance amending Chattanooga City Code, Part II, Chapter 24, Article XV, Section 24-511, to establish a moratorium relating to the operation of dockless electric scooters and bicycles. \(Sponsored by Councilman Smith and Councilman Ledford\)](#)
6. **Ordinances – First Reading:**

**PLANNING**

- a. [2019-064 Leopoldo Vargas \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 3509 7th Avenue, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone. \(District 1\) \(Recommended for approval by Planning and denial by Staff\)](#)
- b. [2019-075 John Wise \(R-1 Residential Zone and E-RM-3 to E-RA-2 Urban Edge Residential Attached 2 Stories Maximum Height Zone and E-RM-3 Urban Edge Residential Multi-Unit Three Stories Maximum Height Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 309 and 313 Tremont Street, more particularly described herein, from R-1 Residential Zone and E-RM-3 to E-RA-2 Urban Edge Residential Attached 2 Stories Maximum Height Zone and E-RM-3 Urban Edge Residential Multi-Unit Three Stories Maximum Height Zone, subject to certain conditions. \(District 2\) \(Recommended for approval by Planning and Staff\)](#)

2019-075 John Wise (R-1 Residential Zone and E-RM-3 to E-RA-2 Urban Edge Residential Attached 2 Stories Maximum Height Zone and E-RM-3 Urban Edge Residential Multi-Unit Three Stories Maximum Height Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 309 and 313 Tremont Street, more particularly described herein, from R-1 Residential Zone and E-RM-3 to E-RA-2 Urban Edge Residential Attached 2 Stories Maximum Height Zone and E-RM-3 Urban Edge Residential Multi-Unit Three Stories Maximum Height Zone. (Applicant Version)

- c. 2019-078 Shawn Matthews (R-1 Residential Zone and R-2 Residential Zone to R-4 Special Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties in the 5100 block of Highway 58, more particularly described herein, from R-1 Residential Zone and R-2 Residential Zone to R-4 Special Zone. (District 3) (Recommended for denial by Planning and Staff)
- d. 2019-065 Lyle Finley Trust % Arnold Trackett (R-1 Residential Zone to C-2 Convenience Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone part of an unaddressed property located in the 8200 block of Apison Pike, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. (District 4) (Recommended for approval by Planning)

2019-065 Lyle Finley Trust % Arnold Trackett (R-1 Residential Zone to C-2 Convenience Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone part of an unaddressed property located in the 8200 block of Apison Pike, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. (Staff Version)

2019-065 Lyle Finley Trust % Arnold Trackett (R-1 Residential Zone to C-2 Convenience Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone part of an unaddressed property located in the 8200 block of Apison Pike, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone. (Applicant Version)

- e. 2019-071 N&R Properties % Ross Timoshchuk (R-1 Residential Zone to C-2 Convenience Commercial Zone and R-3 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 5613 Clark Road, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone and R-3 Residential Zone, subject to certain conditions. (District 6) (Recommended for approval by Planning)

2019-071 N&R Properties % Ross Timoshchuk (R-1 Residential Zone to C-2 Convenience Commercial Zone and R-3 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 5613 Clark Road, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone and R-3 Residential Zone, subject to certain conditions. (Staff Version)

2019-071 N&R Properties % Ross Timoshchuk (R-1 Residential Zone to C-2 Convenience Commercial Zone and R-3 Residential Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 5613 Clark Road, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone and R-3 Residential Zone. (Applicant Version)

- f. 2019-072 Barry Payne Development % Barry Payne (R-1 Residential Zone to R-4 Special Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located in the 7200 block of Bonny Oaks Drive, more particularly described herein, from R-1 Residential Zone to R-4 Special Zone, subject to certain conditions. (District 6) (Recommended for approval by Planning)

2019-072 Barry Payne Development % Barry Payne (R-1 Residential Zone to R-4 Special Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located in the 7200 block of Bonny Oaks Drive, more particularly described herein, from R-1 Residential Zone to R-4 Special Zone, subject to certain conditions. (Staff Version)

2019-072 Barry Payne Development % Barry Payne (R-1 Residential Zone to R-4 Special Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located in the 7200 block of Bonny Oaks Drive, more particularly described herein, from R-1 Residential Zone to R-4 Special Zone. (Applicant Version)

- g. 2019-067 Berry Engineers % Ben Berry (C-2 Convenience Commercial Zone to UGC Urban General Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties in the 3700 through 3900 blocks of Saint Elmo Avenue, more particularly described herein, from C-2 Convenience Commercial Zone to UGC Urban General Commercial Zone, subject to certain conditions. (District 7) (Recommended for approval by Planning)

2019-067 Berry Engineers % Ben Berry (C-2 Convenience Commercial Zone to UGC Urban General Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties in the 3700 through 3900 blocks of Saint Elmo Avenue, more particularly described herein, from C-2 Convenience Commercial Zone to UGC Urban General Commercial Zone, subject to certain conditions. (Staff Version)

2019-067 Berry Engineers % Ben Berry (C-2 Convenience Commercial Zone to UGC Urban General Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties in the 3700 through 3900 blocks of Saint Elmo Avenue, more particularly described herein, from C-2 Convenience Commercial Zone to UGC Urban General Commercial Zone. (Applicant Version)

- h. 2019-077 Lee Helena (R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1505 East 14th Street, more particularly described herein, from R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, subject to certain conditions. (District 8) (Recommended for approval by Planning and Staff)

2019-077 Lee Helena (R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1505 East 14th Street, more particularly described herein, from R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone. (Applicant Version)

- i. An ordinance amending Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, Articles II and V, Sections 38-2, 38-183(17), 38-305, 38-306, 38-323(5), 38-333(7), and 38-341(10), relating to Outdoor Storage and Mini-Warehouses.
- j. An ordinance amending Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, Article V, Zoning Regulations, Division 28, A-1 Urban Agricultural Zone, Section 38-453, Permitted Uses and Adding New Section 38-460 regarding Applicability.

7. **Resolutions:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. A resolution authorizing the Mayor to execute an Assignment and Assumption of License Agreement with River City Ducks, LLC, as amended, to Four J's Ducks, LLC, for access to Ross' Landing ramp to provide access to the Tennessee River for the operation of the "Chattanooga Ducks", Amphibious Landing Watercraft Vehicle, with the term expiring May 1, 2020, with one (1) remaining option to renew for an additional term of one (1) year. (District 7)

- b. A resolution authorizing the Administrator for the Department of Economic and Community Development to accept a grant from the Lyndhurst Foundation to support public art projects in the East Lake and Martin Luther King neighborhoods, in the amount of \$140,000.00.
- c. A resolution authorizing the acceptance of \$267,852.22 from Hamilton County as proceeds from the 2019 Real Property Back Tax Sale, with \$258,344.93 being applied as the City's portion; \$3,092.35 being applied to City Attorney fees; and \$6,414.94 being applied to City Treasurer costs.

#### **HUMAN RESOURCES**

- d. A resolution authorizing Collins and Company to pay an on-the-job injury settlement to City employee, James Richard, for a permanent partial impairment rating in accordance with the City's injury-on-duty policy, in the amount of \$28,988.76.

#### **MAYOR'S OFFICE**

- e. A resolution to confirm the Mayor's appointment of Zac Greene to The Stadium Corporation Board.

#### **POLICE**

- f. A resolution authorizing the Chief of the Chattanooga Police Department to enter into a one (1) year blanket agreement with Leica Geosystems, Inc. to provide service repairs, updates, and warranty service for Police ScanStation equipment, beginning May 25, 2019 through May 24, 2020, with two (2) optional annual renewals and an annual spend limit not to exceed \$40,000.00. (Added by permission of Chairman Oglesby)

#### **PUBLIC WORKS AND TRANSPORTATION**

##### **Public Works**

- g. A resolution authorizing the approval of Change Order No. 3 for CDM Smith, Inc. relative to Contract No. W-15-009-101, MBWWTP Control Room Upgrades, for an increased amount of \$26,595.00, for a revised contract amount of \$429,440.00. (District 1)
- h. A resolution adopting an Interlocal Agreement with Hamilton County and the WWTa to study feasible connection methods in providing consolidated wastewater services to all City and County residents who are provided wastewater services within the service area of the Wastewater Treatment Authority (WWTa) and the Chattanooga Wastewater System. (Sponsored by Councilman Henderson and Councilman Ledford) (Revised)



- i. A resolution authorizing the Administrator for the Department of Public Works to enter into a contract with the Tennessee Department of Transportation (TDOT) for the maintenance of state highways within the City limits of Chattanooga for reimbursement to the City, for an amount not to exceed \$426,177.30. (Added by permission of Chairman Oglesby)
- j. A resolution authorizing payment to the U.S. Environmental Protection Agency (EPA), in accordance with Section X(48)(a) of the Consent Decree, for sanitary sewer overflows incurred during the period of January 1, 2018 through December 31, 2018, in the amount of \$188,000.00. (Consent Decree) (Added by permission of Chairman Oglesby)

**Transportation**

- k. A resolution authorizing the approval of Change Order No. 2 for Kleenco Construction relative to Contract No. T-17-006-201, Community Development Block Grant Sidewalk Install/Repair, for an increased amount of \$5,562.00, for a revised contract amount not to exceed \$422,544.45. (District 7)
  - l. A resolution authorizing the Administrator for the Department of Transportation to enter into an agreement with Cole & Associates, Inc. for professional services associated with ADA transition plan, T-18-011-101, in the amount of \$580,769.00, with a contingency amount of \$58,076.90, for a total amount of \$638,845.90.
8. Purchases.
  9. Other Business.

**Public Works**

- a. A resolution authorizing the Administrator for the Department of Public Works to enter into Public Private Partnership Agreements with Hawthorne at Mountain Creek Apartments, LLC and Waterways (formerly CaribbeanSEA/TenneSEA) to help fund the construction of a stream bank stabilization project within the Spring Valley Neighborhood located within the Mountain Creek Watershed, with the City portion in the amount of \$32,616.65, for a total project cost of \$75,000.00. (District 1) (Revised)
10. Committee Reports.
  11. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.
  12. Adjournment.



**Proposed City Council Purchases 07/02/2019**

DEPARTMENT REQUISITION NO.	ITEM DESCRIPTION	BIDS REQUESTED	BIDS RETURNED	LOWEST/BEST BIDDER	COST	FUND NAME	Additional Supplementation Requested Collected Prior to Council Session
R184440 Public Works Department	Purchase of - Geerbox Replacement for Thickener System - Waste Resource Division - Public Works Department	-	-	Walker Process Equipment Division of McNish Corporation 840 North Russell Ave. Aurora, IL 60506	Estimated \$32,575.00 Annually	Waste Resource Division	Purchase of - Geerbox Replacement for Thickener System - Waste Resource 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. TCA 6-56-304.2 allows for this single source purchase exempted from the usual advertising and bidding requirements. Contract authorized by City Attorney's Office.
R185725 Public Works Department	New Blanket Contract - Vibration Analysis & Infrared Thermographic Services - Waste Resource Division - Public Works Department	6	3	Chattanooga Armature Works 1209 E. 23rd Street Chattanooga, TN 37408	Estimated \$145,000.00 Annually	Waste Resource Division	New Blanket Contract - Vibration Analysis & Infrared Thermographic Services - Waste Resource 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 six (6) direct bid solicitations and we received three (3) responses in the publicly advertised bid proceedings.
R185730 Public Works Department	Two (2) New Blanket Contracts - Variable Frequency Drives, Direct Current Drives, & Electronic Board Services - Waste Resources Division - Public Works Department	6	2	Rome Electric Motor Works 36 Wetside Industrial Blvd. Rome, GA 30165 and REMCO 1066 North Hall Road Alcoa, TN 37701	Total Estimated \$245,000.00 Annually	Waste Resource Division	Two (2) New Blanket Contracts - Variable Frequency Drives, Direct Current Drives, & Electronic Board Services - Waste Resources 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 six (6) direct bid solicitations and we received two (2) responses in the publicly advertised bid proceedings.
R185624 Public Works Department	New Blanket Contract - Auto Glass; Windshield, Installation & Replacement - Fleet Management Division - Public Works Department	7	2	Aaron's Auto Glass P.O. Box 727 Hixson, TN 37343	Estimated \$135,000.00 Annually	General Fund	New Blanket Contract - Auto Glass; Windshield, Installation & Replacement - Fleet 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 seven (7) direct bid solicitations and we received two (2) responses in the publicly advertised bid proceedings.

PO546382 Public Works Department	Increase to Authorized Expenditures - Painting Services - Waste Resources Division - Public Works Department	-	-	Daca Specialty Services 6550 McDonough Drive Norcross, GA 30093	Increase \$300,000.00 Revised Total Estimate \$850,000.00	Waste Resource Division	Increase to Authorized Expenditures - Painting Services - Waste Resources Division - Public Works Department. The City of Chattanooga will issue a change order to increase the estimated current annual expenditure for services needed prior to rebid of this contract, as identified by the department.
PO544724 Public Works Department	Blanket Contract Renewal - Concrete - City Wide Services - Public Works Department	3	3	Ready Mix USA 604 Hudson Road Chattanooga, TN 37405	Estimated \$350,000.00 Annually	General Fund	Blanket Contract Renewal - Concrete - City Wide Services - Public Works Department. The City of Chattanooga is renewing the second (2nd) and final contract renewal for twelve (12) months. There were three (3) direct bid solicitations and we received three (3) responses in the publicly advertised bid proceedings.
R184418 Information Technology Department	Two (2) New Blanket Contracts - Structured Cabling Services - Information Technology Department	8	3	Integrated Networking Technologies, LLC 6111 Heritage Park Dr. Ste A-100 Chattanooga, TN 374146 and Institutional Network Communications 121 Lyle Lane Nashville, TN 37210	Total Estimate \$1,000,000.00 Annually	General Fund	Two (2) New Blanket Contracts - Structured Cabling Services - Information Technology 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 eight (8) direct bid solicitations and we received three (3) responses in the publicly advertised bid proceedings.



**City of Chattanooga**  
Mayor Andy Berke

June 25, 2019

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

**Subject: R184440 - Gearbox Replacement for Thickener System – Waste Resources – Public Works**

**Dear Mr. Holland:**

**Council approval is recommended for purchase of a Gearbox Replacement for the Thickener System - Waste Resources Division, Public Works, in the amount of \$32,575 including freight.**

**TCA 6-56-304.2 allows for this single source purchase exempted from the usual advertising and bidding procedures.**

**I recommend approval of this purchase to Walker Process Equipment Division of McNish Corporation, 840 North Russell Ave., Aurora, IL 60506, in the amount of \$32,575. The City Attorney's Office has approved this contract.**

**Respectfully yours,**

**Bonnie Woodward**  
Director of Purchasing

**BW/ab**  
**Attachments**

03-22-2019

# QUOTE

WALKER PROCESS EQUIPMENT

**CONTRACT#:** 21567-1  
P30921

840 N RUSSELL AVE  
AURORA, ILLINOIS 60506  
PHONE: (630) 892-7921  
FAX: (630) 892-7951  
Brian Freeman  
(630) 264-5244  
bfreeman@walker-process.com

**CUSTOMER:** CHATTANOOGA - MOCCASIN BEND  
DEPARTMENT OF PUBLIC WORKS  
CHATTANOOGA, TN 37405

**CONTACT:** DARRELL SUTTON  
**PHONE:** 423-643-7447  
**FAX:**

**JOB NAME:** MOCCASIN BEND MWWT  
CHATTANOOGA, TN

QTY	DESCRIPTION	UNIT PRICE	AMOUNT	SHIPMENT
1	WORM TOWER ASSEMBLY W/ TORQUE INDICATOR FOR 60N16 DRIVE. ASSEMBLY TO INCLUDE LOWER PINION BEARING. DROP IN REPLACEMENT TO EXISTING. CUSTOMER TO REUSE: COVER, SPROCKETS, CHAIN, SHEAR PIN PROTECTION, CHAIN GUARD, GEAR MOTOR.	30,275.00	30,275.00	5 WKS ARO
1	EURODRIVE R57 REDUCER W/ MOTOR ADAPTER.	1,650.00	1,650.00	3 WKS ARO
1	ESTIMATED FREIGHT TO JOBSITE		650.00	
<b>Net 30 Days after Shipment</b>			<b>\$32,575.00</b>	

NOTE: WORM TOWER ASSEMBLY WOULD SHIP WITH A WOOD COVER BOLTED IN PLACE. PRICING DOES NOT INCLUDE FREIGHT.

**NOTE:**

PRICES ARE FIRM FOR THIRTY (30) DAYS FROM THIS QUOTATION. ALL PRICES QUOTED ARE BASED ON BUYERS ACCEPTANCE TO THE COMPANIES STANDARD TERMS OF SALES, AND/OR ADDITIONAL TERMS ON THIS QUOTATION. PRINTED COPIES CAN BE MAILED UPON WRITTEN REQUEST. WALKER PROCESS IS NOT REGISTERED TO COLLECT OR PAY TAXES FOR YOUR PURCHASE OF MATERIALS.

THE PRICES QUOTED ARE SUBJECT TO ADJUSTMENT TO REFLECT CHANGES IN THE COST OF MATERIAL (A) AND OTHER ITEMS (B) TO WALKER PROCESS DIVISION OF MCNISH CORPORATION THAT OCCUR BETWEEN QUOTATION AND TIME MATERIALS ARE PURCHASED AS MEASURED BY:

- A. THE APPROPRIATE MATERIAL INDICES, SUCH AS NORTH AMERICAN CARBON STEEL PRICE INDEX.
- B. PRICE REVISIONS FOR ITEMS NOT MANUFACTURED BY WALKER PROCESS, DIVISION OF MCNISH CORPORATION.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

Delivery Terms

F.O.B. Aurora, IL or point of shipment with freight prepaid and added to the invoice.

**Payment Terms**

Net 30 Days of Order

**Minimum Order**

\$50.00

**NOTE:** Credit Card Orders are subject to 3% CC company charge.

When ordering parts, please refer to Contract Number: **P30921** and Quote No. **21567**

BY: **Brian Freeman** - (630) 264-5244

**REPAIR SALES**

**CHATTANOOGA PURCHASING DIVISION  
SOLE SOURCE JUSTIFICATION FORM**

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

Description of item/service, its function and cost estimate \$32,575  
Replacement of parts worn out.

This is a sole source vendor because:

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

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

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

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

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

This vendor is the sole authorized Distributor for the Walker Process Gerabox currently installed and parts needed to refurbish the old Gearbox. This is critical to our Thickner System.

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

Suggested Vendor Walker Process Equipment

Department Public Works Contact: Darrell Sutton (643-7447)

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

  
Department Head's Signature

4-10-19  
Date



Division McNish Corporation

**Dedicated to the  
Water and Wastewater  
Industry**

**Walker Process Equipment  
Division of McNish Corporation**

840 North Russell Avenue

Aurora, Illinois 60506-2853

Phone -- (630) 892-7921

Sales/Admin. -- Fax -- (630) 892-7951

Engineering Fax -- (630) 844-9590

Purchasing Fax -- (630) 892-7998

4/5/19

Moccasin Bend MWWT  
Chattanooga, TN

Attn: To Whom It May Concern:

Subject: Sole Source Material

This letter will serve to inform you that the Walker Process Equipment supplied to the Moccasin bend Treatment Plant, Chattanooga, TN, under Walker Contract number P30921, was engineered, designed, and manufactured solely by Walker Process Equipment.

All drawings of our equipment are the sole property of Walker Process Equipment and releasing detailed information is against our company policy. The services/parts for Walker Process Equipment are only available from Walker Process Equipment, through our Repair Parts Department.

**Walker Process Equipment**  
Division of McNish Corporation

Brian Freeman  
Repair Sales  
(630)-264-5244  
bfreeman@walker-process.com

**AGREEMENT BETWEEN  
CITY OF CHATTANOOGA  
AND  
WALKER PROCESS EQUIPMENT**

This agreement ("Agreement") is hereby made and entered into this 17<sup>th</sup> day of June 2019 by and between WALKER PROCESS EQUIPMENT, a division of McNish Corporation, an Ohio corporation with an address at 840 North Russell Avenue, Aurora, IL 60506-2853 ("Seller"), and the CITY OF CHATTANOOGA, a Tennessee municipal corporation with its principal office located at 101 E. 11<sup>th</sup> Street, Chattanooga, TN 37402 ("Purchaser"). This Agreement shall be effective as of the date signed by the City's authorized signatory ("Effective Date").

In consideration of the faithful performance of the terms, covenants, and conditions and the mutual obligations as set forth herein, the Seller and Purchaser agree as follows:

1. **Purpose.** This Agreement is prepared by the City of Chattanooga and sets forth the terms that shall govern all orders for and purchase of products and/or services by and between the parties.
2. **Governing Documents.** This Agreement shall be governed by the City of Chattanooga Purchase Order Standard Terms and Conditions (Revised 7/18/2018) ("City Terms and Conditions") and the Walker Process Terms and Conditions of Sale ("WPE Terms and Conditions"), both of which are attached hereto as an addendum and incorporated herein by reference. In the event of a conflict between the two terms and conditions documents, the City Terms and Conditions shall control.

IN WITNESS WHEREOF, the parties, through their authorized representatives, have executed this Agreement which shall become effective as of the Effective Date stated herein.

**WALKER PROCESS EQUIPMENT**

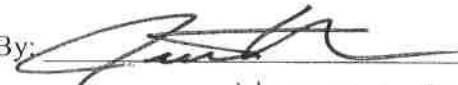
By: 

Printed Name: Suzanne Robbins

Title: Controller

Date: June 17, 2019

**CITY OF CHATTANOOGA**

By: 

Printed Name: JUSTIN C. HOWARD

Title: PUBLIC WORKS ADMINISTRATOR

Date: 6/19/19



## CITY OF CHATTANOOGA

Direct all invoices to:  
City of Chattanooga  
Attn: Accounts Payable  
101 E. 11<sup>th</sup> Street  
Chattanooga, TN 37402



PURCHASING OFFICE  
101 E. 11<sup>th</sup> Street, Suite G13  
Chattanooga, TN 37402  
Phone: 423-643-7230

### ADDENDUM

#### City of Chattanooga Purchase Order Standard Terms and Conditions

- 1. ACCEPTANCE-AGREEMENT.** Contractor's commencement of work on the goods/non-professional services subject to the purchase order or shipment/performance of those goods/non-professional services, whichever occurs first, is considered an effective mode of Contractor's acceptance of this purchase order. Any acceptance of the purchase order is limited to acceptance of the express terms contained on the face of the purchase order and these terms and conditions. Any proposal for additional or different terms or any attempt by Contractor to vary in any degree any of the terms of this offer in Contractor's acceptance is objected to and rejected, but any proposals do not operate as a rejection of this offer unless the variances are in the terms of the description, quantity, price or delivery schedule of the goods/non-professional services, but are considered a material alteration, and this offer will be considered accepted by Contractor without additional or different terms. Additional or different terms or any attempt by Contractor to vary in any degree any of the terms of this purchase order are considered material and are objected to and rejected, but the purchase order does not operate as a rejection of the Contractor's offer unless it contains variances in the terms of the description, quantity, price or delivery schedule of the goods/non-professional services.
- 2. GOVERNING LAW.** This Agreement shall be governed by the laws of the State of Tennessee and the Codes of the City of Chattanooga ("City").
- 3. COMPENSATION AND PAYMENT TERMS.** For the completion of the Work, City shall pay Contractor the contract sum set forth in the purchase order. Payments may be made in amounts which are consistent with percentage of goods/non-professional services completed and invoiced by the Contractor as set forth in the purchase order.  
  
The City's delivered payment terms are payment within thirty (30) days upon shipment of equipment or upon offer to ship equipment except where the law provides otherwise. Payment may be sooner where cash discounts are offered for early payment, however, cash discounts offered will not be considered in determining lowest bidder. In no event will payment be made prior to receipt of an original invoice containing invoice and purchase order numbers and receipt of purchased item(s). The City is not liable for delays in payment caused by failure of the Contractor to send invoice to the address referenced herein.
- 4. INSPECTION/TESTING.** Payment for the goods delivered does not constitute acceptance of the goods. City has the right to inspect the goods and to reject any or all of the goods which are in City's judgment defective or nonconforming. Goods rejected and goods supplied in excess of quantities called for may be returned to Contractor at its expense and in addition to City's other rights. City may charge Contractor all expenses of unpacking, examining, repacking and reshipping those goods. In the event City receives goods whose defects or nonconformity is not apparent on examination, City reserves the right to require replacement, as well as payment of damages. Nothing contained in this purchase order will relieve in any way the Contractor from the obligation of testing, inspection and quality control.
- 5. PRICE WARRANTY.** Contractor warrants that the prices for the goods or non-professional services sold City are not less favorable than those currently extended to any other customer for the same or similar goods or non-professional services in similar quantities. In the event Contractor reduces its price for the goods or

non-professional services during the term of this purchase order, Contractor agrees to reduce the prices charged to City correspondingly. Contractor warrants that prices shown on this purchase order are complete, and no additional charges of any type will be added without City's express written consent. Any additional charges include, but are not limited to, shipping, packaging, labeling, custom duties, taxes, storage, insurance, boxing, crating.

6. **STANDARD OF CARE.** Contractor shall exercise the same degree of care, skill, and diligence in the performance of services as is ordinarily possessed and exercised by a professional Contractor under similar circumstances in the same area of practice. Contractor makes no warranty or guarantee, either expressed or implied, as part of this agreement.
7. **INDEMNIFICATION.** Contractor must defend, indemnify and hold harmless the City against all damages, claims or liabilities and expenses (including reasonable attorney's fees) arising out of or resulting in any way from any defect in the goods or services purchased, or from any act or omission of Contractor, its agents, employees or subcontractors. Additionally, Contractor shall defend, indemnify and hold harmless City from and against any and all Third Party claims and liabilities (including, without limitation, reasonable attorneys' fees and costs), regardless of the form of action, arising out of or in connection with a claim that the Services or Software, when used within the scope of this Agreement, infringes, violates or misappropriates a valid third party patent, copyright or other proprietary right, provided that Contractor is notified promptly in writing of the action and Contractor is given the option, at its expense, to control the action and all requested reasonable assistance to defend the same.
8. **INSURANCE.** Contractor shall purchase and maintain during the life of this Agreement, insurance coverage which will satisfactorily insure Contractor against claims and liabilities which arise because of the execution of this Agreement, with the minimum insurance coverage as follows:
  - a. **Commercial General Liability Insurance**, with a limit of \$1,000,000 for each occurrence and \$2,000,000 in the general aggregate.
  - b. **Automobile Liability Insurance**, with a limit of \$1,000,000 for each accident, combined single limit for bodily injury and property damage.
  - c. **Worker's Compensation Insurance and Employer's Liability Insurance**, in accordance with statutory requirements, with a limit of \$500,000 for each accident.
  - d. **Professional Liability Insurance**, with a limit of \$1,000,000 for each claim and aggregate.

Contractor shall not commence work on the goods/non-professional services until a Certificate of Insurance has been submitted to the City showing proof that Contractor has obtained the necessary insurance coverage. If any of the above cited policies expire during the life of this Agreement, it is the Contractor's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions. Certificates must specifically cite the following provisions:

- i. City of Chattanooga, its agents, representatives, officers, directors, officials and employees must be named an Additional Insured under the following policies:
  - a) Commercial General Liability
  - b) Auto Liability
- ii. Contractor's insurance must be primary insurance as respects performance of subject contract.

- iii. All policies, except Professional Liability Insurance, if applicable, waives rights of recovery (subrogation) against City of Chattanooga, its agents, representatives, officers, directors, officials and employees for any claims arising out of work or services performed by Contractor under this Agreement.
- 9. **LIMITATIONS OF RESPONSIBILITY.** In no event is City liable for anticipated profits or for incidental or consequential damages. City's liability on any claim of any kind for any loss or damage arising out of or in connection with or resulting from this Agreement or from the performance or breach of this Agreement will in no case exceed the unit price allocable to the goods or non-professional services which gives rise to the claim. City is not liable for penalties of any description. Any action resulting from any breach of this Agreement by City as to the goods or non-professional services delivered must be commenced within one (1) year after the cause of action has accrued.
- 10. **PROPRIETARY INFORMATION-CONFIDENTIALITY-ADVERTISING.** Contactor must consider all information furnished by City to be confidential and not disclose any information to any other person, or use the information itself for any purpose other than performing this Agreement, unless Contractor obtains written permission from City to do so. This paragraph applies to drawings, specifications, or other documents prepared by Contractor for City in connection with this Agreement. Contractor must not advertise or publish the fact that City has contracted to purchase goods from Contractor, nor is any information relating to the order to be disclosed without City's written permission. No commercial, financial or technical information disclosed in any manner or at any time by Contractor to City is to be considered secret or confidential, unless otherwise agreed in writing, and Contractor has no rights against City with respect to this information except any rights as may exist under patent laws. Contractor recognizes that City's employees have no authority to accept any information in confidence.
- 11. **RECORDS RETENTION AND AUDIT.** The term "Contractor" is used interchangeably to describe signatories to contracts, grants, and agreements with the City and applies to reflect the relationship with the City (Engineer, Contractor, Licensee, Supplier, Vendor, Contractor, Grant Recipient, etc.)
  - a. All records relating in any manner whatsoever to the Project, or any designated portion thereof, which are in the possession of the Contractor, or any of the Contractor's independent contractors, associates, and/or subcontractors, shall be made available for inspection and copying upon written request to the City. Additionally, said records shall be made available upon request by the City to any state, federal or other regulatory authorities and any such authority may review, inspect and copy such records. Said records include, but are not limited to, all plans, specifications, submittals, correspondence, minutes, memoranda, tape recordings, videos, or other writings or things which document the Project, its design, and its construction. Said records expressly include those documents reflecting the time expended by the Contractor and its personnel to perform the obligations of this Agreement, and the records of expenses incurred by the Contractor in its performance under said Agreement. The Contractor shall maintain and protect these records for no less than **seven (7) years** after the completion of the Project, or for any longer period of time as may be required by applicable law, good professional practice, and upon notice during the pendency of any claims or litigation arising from the Project.
  - b. The City, or its assigns, may audit all financial and related records (including digital) associated with the terms of the contract or agreement, including timesheets, reimbursable out of pocket expenses, materials, goods and equipment claimed by the Contractor. The City may further audit any of the Contractor's records to conduct performance audits (to identify waste and abuse or to determine efficiency and effectiveness of the contract or agreement), or to identify conflicts of interest.
  - c. The Contractor shall at all times during the term of the contract or agreement, and for a period of seven (7) years after the end of the contract, keep and maintain records of the work performed

pursuant to this contract or agreement. This shall include proper records of quotations, contracts, correspondence, invoices, vouchers, timesheets, and other documents that support actions taken by the Contractor. Documents shall be maintained by the Contractor, which are necessary to clearly reflect all work and actions taken. All such records shall be maintained in accordance with general accepted accounting principles. The Contractor shall, at its own expense, make such records available for inspection and audit (including copies and extracts of records as required) by the City at all reasonable times and without prior notice.

- d. The obligations of this Section shall be explicitly included in any subcontracts or agreements formed between the Contractor and any subcontractors or suppliers of goods or non-professional services to the extent that those subcontracts or agreements relate to fulfillment of the Contractor's obligations to the City.
  - e. Costs of any audits conducted under the authority of this section and not addressed elsewhere will be borne by the City, unless the audit identifies significant findings that would benefit the City. The Contractor will reimburse the City for the total costs of an audit that identifies significant findings that would benefit the City.
  - f. This Section shall not be construed to limit, revoke, or abridge any other rights, powers, or obligations relating to audit which the City may have by Federal, State, or Municipal law, whether those rights, powers, or obligations are express or implied.
12. **TERMINATION FOR CONVENIENCE.** City reserves the right to terminate this order or any part of this order at its sole convenience with thirty (30) days written notice. In the event of termination, Contractor must immediately stop all work and immediately cause any of its suppliers or subcontractors to cease any further work. Contractor will be paid a reasonable termination charge consisting of a percentage of the order price reflecting the percentage of the work performed before the notice of termination, plus actual direct costs resulting from termination. Contractor will not be paid for any work done after receipt of the notice of termination, nor for any costs incurred by Contractor's suppliers or subcontractors which Contractor could reasonably have avoided. Contractor must not unreasonably anticipate the requirements of this order.
13. **TERMINATION FOR CAUSE.** City may also cancel this order, or any part of this order, with seven (7) days written notice for cause in the event of any default by Contractor, or if Contractor fails to comply with any of the terms and conditions of this offer. Late deliveries, deliveries of products which are defective or which do not conform to this order, and failure to provide City, upon request, with adequate assurances of future performance are all causes allowing City to cancel this order for cause. In the event of cancellation for cause, City is not liable to Contractor for any amount, and Contractor is liable to City for any and all damages sustained by reason of the default which gave rise to the cancellation. If it should be determined that City has improperly cancelled this contract for a default, the cancellation is considered a termination for convenience.
14. **DISPUTE RESOLUTION.** Claims, disputes, or other matters in question between the parties to this Agreement arising out of or relating to this Agreement, or breach thereof, shall be subject to mediation in Chattanooga, Tennessee, in accordance with the following provisions:
- a. The mediation shall be conducted by a mediator mutually acceptable to both parties.
  - b. The parties agree to share equally in the expense of the mediation.
  - c. Such mediation may include the Contractor or any other person or entity who may be affected by the subject matter of the dispute.

d. Unless the parties agree otherwise, mediation shall be a condition precedent to the exercise of any legal remedy other than a proceeding seeking an immediate injunction or restraining order to protect the rights of a party pending litigation. Notwithstanding the issuance of an injunction or restraining order, or the refusal of a court to issue such an order, the dispute shall continue to be subject to mediation.

15. **DELAY IN PERFORMANCE.** Neither City nor Contractor shall be considered in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonconforming party. For purposes of this Agreement, such circumstances include abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, or other civil disturbances; sabotage; judicial restraint; discovery of unanticipated hazardous wastes; and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either City or Contractor under this Agreement. Should such circumstances occur, the nonconforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of the Agreement. If the Contractor is delayed in the performance of the services for more than three hundred sixty-five (365) calendar days, either by the City or circumstances beyond his control, an equitable adjustment to the contract amount can be made to compensate for additional costs incurred.

For delays in performance by Contractor caused by circumstances which are within its control, such delays shall be documented and presented to the Purchasing Department at the conclusion of Project and acknowledged by both City and Contractor. Completed form shall be retained by City for a period of seven years and reviewed prior to Contractor selection for future City projects. In the event Contractor is delayed in the performance of Services because of delays caused by City, Contractor shall have no claim against City for damages or contract adjustment other than an extension of time.

16. **HAZARDOUS MATERIALS.** Hazardous materials may exist at a site where there is no reason to believe they could or should be present. The City and Contractor agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. City and Contractor also agree that the discovery of unanticipated hazardous materials may make it necessary for the Contractor to take immediate measures to protect health and safety. City agrees to compensate Contractor for any equipment decontamination or other costs incident to the discovery of unanticipated hazardous materials.

Contractor agrees to notify City when unanticipated hazardous materials or suspected hazardous materials are encountered. City agrees to make any disclosures required by law to the appropriate governing agencies, and agrees to hold Contractor harmless for any and all consequences of disclosures made by Contractor which are required by governing law. In the event the project site is not owned by City, the City agrees to inform the City of the discovery of unanticipated hazardous materials or suspected hazardous materials.

17. **COMMUNICATIONS.** Any notice to the City shall be made in writing to the address specified below:

City of Chattanooga  
Attn: Purchasing  
101 E. 11<sup>th</sup> Street, Suite G13  
Chattanooga, TN 37402  
(423) 643-7230

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Contractor and City.

18. **WAIVER.** A waiver by either City or Contractor of any breach of this Agreement shall be in writing. City's failure to insist on performance of any of the terms or conditions of this purchase order or to exercise any right or privilege, or City's waiver of any breach does not waive any other terms, conditions, or privileges, whether of the same or similar type
19. **SEVERABILITY.** The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.
20. **INTEGRATION.** This Agreement represents the entire and integrated agreement between City and Contractor. All prior and contemporaneous communications, representations, and agreements by Contractor, whether oral or written, relating to the subject matter of this Agreement, as set forth in the Purchase Order, are hereby incorporated into and shall become a part of this Agreement.
21. **SUCCESSORS AND ASSIGNS.** City and Contractor each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party of this Agreement and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this Agreement.
22. **ASSIGNMENT.** Neither City nor Contractor shall assign any rights or duties under this Agreement without the prior written consent of the other party. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent Contractor from employing independent Contractors, associates, and subcontractors to assist in the performance of the Services; however, other agreements to the contrary notwithstanding, in the event Contractor employs independent Contractors, associates, and subcontractors to assist in performance of the Services, Contractor shall be solely responsible for the negligent performance of the independent Contractors, associates, and subcontractors so employed.
23. **THIRD PARTY RIGHTS.** Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than City and Contractor.
24. **RELATIONSHIP OF PARTIES.** Nothing contained herein shall be construed to hold or to make the City a partner, joint venturer, or associate of Contractor, nor shall either party be deemed the agent of the other, it being expressly understood and agreed that the relationship between the parties is and shall at all times remain contractual as provided by the terms and conditions of this Agreement.
25. **NON-DISCLOSURE.** Contractor agrees not to disclose or to permit disclosure of any information designated by the City as confidential, except to the Contractor's employees and independent Contractors, associates, and subcontractors who require such information to perform the services specified in this agreement.
26. **NON-DISCRIMINATION.** Contractor agrees to comply with all federal, state, and local non-discrimination laws and regulations. Contractor agrees not to discriminate against any participant in this Agreement on the basis of race, color, religion, sex, age or national origin. Contractor further agrees to comply with all federal, state and local laws regarding treatment and accommodations for individuals with disabilities.

27. **DRUG FREE WORKFORCE.** Contractor certifies that it will provide a drug-free workplace and agrees to comply with the applicable requirements of the Drug-Free Workplace Act of 1988.
28. **FEDERAL OR STATE FUNDING.** In the event that the Project is funded in whole or in part by Federal or State grants, Contractor agrees to abide by all applicable Federal and State laws, regulations, grant conditions and procedures.
29. **COMPLIANCE WITH LAWS.** The City has entered into this agreement with Contractor relying on its knowledge and expertise to provide the services contracted for. As part of that reliance, Contractor represents that he knows and understands the relevant and applicable federal and state laws that apply to the services provided through this contract, and agrees to comply with these relevant and applicable federal and state laws.

The Contractor understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986, and the Drug Free Workplace Act of 1988.





Division of McNish Corporation

Dedicated to the  
Water and Wastewater  
Industry

## Walker Process Equipment

840 North Russell Avenue

Aurora, Illinois 60506-2853

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e-mail: [ccosner@mcnishcorp.com](mailto:ccosner@mcnishcorp.com)

Website: [www.walker-process.com](http://www.walker-process.com)

Phone: 630-892-7921

Fax: 630-892-7951

Direct phone: 630-264-5327

### TERMS AND CONDITIONS OF SALE

- Controlling Terms.** All purchase orders submitted to Walker Process Equipment, a division of McNish Corporation (hereinafter referred as "**Seller**") by a purchaser (hereinafter referred to as the "**Buyer**") for products and/or services sold by Seller shall constitute acceptance of Seller's Bid Proposal, these Terms and Conditions of Sale and Seller's Mechanical Warranty (hereinafter referred to, collectively, as "Seller's Contract Documents"). In the event any provision of Buyer's purchase order conflicts with Seller's Contract Documents, parties shall negotiate. The City of Chattanooga Purchase Order Standard Terms and Conditions (hereinafter referred to as "Buyers Terms and Conditions") shall be attached to Seller's Contract Documents as an Addendum and incorporated herein by reference. Any modifications, amendments or other changes to Seller's Contract Documents must be agreed upon in writing signed by Seller. Seller is neither a party to, nor shall Seller be bound by, the terms of any contract or agreements between Buyer and any other party. (Seller's Contract Documents and Buyer's purchase order are hereinafter referred to, collectively, as the "Contract").
- Acceptance of Purchase Orders.** All purchase orders received by Seller are subject to approval of Buyer's credit and is contingent upon Seller's receipt of written approval of all equipment submittals or written waiver thereof.
- Shipment and Delivery.** The shipping schedule set forth in Seller's proposal is based upon Seller's knowledge of the availability of materials at the time of quotation. Seller will use reasonable efforts to meet specified delivery dates, but such dates are estimates only and are not guaranteed. Seller reserves the right to make partial shipments and invoice Buyer for same. If Buyer delays shipment, Seller may invoice and the Buyer agrees to remit the amount due per terms as if the equipment had shipped. The Seller should not be liable for any delays beyond its reasonable control (i.e., force majeure) including inadequate or reduced supply, or excessive costs, of suitable materials.
- F.O.B. Point and Title.** Seller's delivery of goods to a carrier F.O.B. shipping point constitutes delivery to Buyer and will transfer all title, ownership, and possession of the goods to Buyer.
- Payment Terms.** Payment terms are independent of, and are not contingent upon, the time and manner in which Buyer receives payment from any other person. All accounts that remain unpaid after the due date will accrue interest at a rate of two percent (2%) per month (annual percentage rate of 24%), or the maximum interest rate permitted by law. Buyer shall pay all costs and expenses, including reasonable attorneys' fees, which are incurred by Seller to collect any past due accounts.
- Setoff.** Buyer shall have no right to setoff or deduct any sums owed to Seller under this Contract for any amounts that are in dispute between Seller and Buyer and relate to any other project or contract between Seller and Buyer. Any setoff so made shall constitute a default by Buyer under this Contract and Seller shall then be entitled to pursue all remedies available to Seller for such default, including, but not limited to, the Seller's right to stop performing Seller's obligations under this Contract.
- Taxes.** Prices quoted by Seller do not include any federal, state, local, sales, use, excise or other taxes. Any tax applicable to Buyer's purchase of Seller's goods shall be paid by Buyer directly to the appropriate governmental authority.

8. **Warranty.** Seller warrants all goods that it manufactures in accordance with the terms of Seller's Mechanical Warranty, a copy of which is attached hereto and made a part hereof (the "Warranty"). Seller reserves the right to declare the Warranty null and void upon the breach of any of Buyer's obligations under its Contract.

9. **Cancellation.** If Buyer requests or causes a cancellation of any work performed by Seller on Buyer's behalf, Buyer agrees to pay Seller for all costs and expenses incurred by Seller, plus overhead and profit, through and including the date of cancellation.

10. **Backcharges.** No back charges or delay in payment for goods or services furnished by Seller under this Contract shall be made by Buyer without Seller's advance written approval. If Buyer assesses back charges against Seller that are not approved in advance by Seller, Buyer shall be in breach of this Contract and Seller shall have no further obligation to continue performing any further work or service for Buyer.

11. **Price Adjustment.** If shipment is, for any reason, deferred by the Buyer beyond the normal shipment date, or if material price increases are greater than (2%) from proposal date to material procurement date, stated prices set forth herein are subject to escalation. The escalation shall be based upon increases in labor and material and other costs to McNish Corporation, that occur in the time period between quotation and shipment by McNish Corporation. Buyer agrees to this potential escalation regardless of contradicting terms in the contract, except when an agreed upon escalation adder is included in the price.

- a) The total quoted revised price is based upon changes in the indices published by the United States Department of Labor, Bureau of Labor Statistics. Labor will be related to the Average Hourly Earnings Indices found in the Employment and Earnings publication. Material will be related to the Metal and Metal Products Indices published in Wholesale Prices and Prices Indices.
- b) Price revision for items furnished to, and not manufactured by McNish Corporation, which exceed the above escalation calculation, will be passed along by McNish Corporation to Buyer based upon the actual increase in price to McNish Corporation for the period from the date of Proposal to the date of shipment by McNish Corporation.

12. **Indemnification.** Seller agrees to indemnify Buyer, hold Buyer harmless, and upon request, to defend Buyer from and against all damages, losses, liabilities, costs and expenses, including reasonable attorney's fees, incurred by Buyer and arising from any claims, demands and suits, for personal injury, death, or property damage caused by the acts or omissions of Seller, in whole or in part, in connection with Seller's furnishing of the goods and services by this Contract. Seller's maximum liability to Buyer hereunder shall not exceed the limits of Seller's insurance policies as evidenced by the Certificate of Insurance delivered by Seller to Buyer in connection with this Contract.

13. **Limitation of Liability.** Notwithstanding anything contained in this Contract to the contrary, Seller shall have no liability to Buyer for any consequential, incidental, indirect, liquidated, special, exemplary, and punitive damages arising from or alleged to arise from Seller's breach of this Contract, as Seller's sole liability to Buyer for breach of this Contract shall be for direct damages actually suffered or incurred by Buyer. Seller's liability to Buyer for warranty claims shall be solely as stated in Seller's Mechanical Warranty attached hereto and made a part hereof. Seller's maximum liability to Buyer for direct damages under this Contract shall be limited to, and shall not exceed, the purchase price of the goods and services furnished by Seller to Buyer under this Contract.

14. **Field Service.** Field service quoted is not supervisory but advisory only and is offered subject to the express agreement that our servicemen's function and responsibilities are limited to inspection, interpretation of assembly drawings and IOM manuals, and identification of materials for proper assembly and operation. In order to insure the availability of a servicemen, Buyer must provide Seller with a four (4) week advance notice to schedule service requests. If less than four (4) weeks-notice is given by Buyer, Seller cannot guarantee availability when requested, and also may result in premium charges to Buyer's account. In the event Seller's field service technician arrives when requested, and the jobsite is not ready for service, Seller shall deduct the days/trips from the allotted time included in our scope of supply, or invoice Buyer at the per diem rate plus actual travel expenses.

Any additional field service requested by Buyer shall be provided by Seller at a rate of \$1,000 per diem plus actual travel, housing and meal expenses. Consultation or advisory services of a process engineer or staff engineer within the continental limits of the United States will be charged at the rate of \$1,200 per diem plus

actual travel, housing, and meal expenses. There will be no credit for using less days or trips than the amount identified within this proposal. The per diem rates quoted are for normal site work schedule, eight (8) hours per day, five (5) days per week; all overtime and Saturday work to be invoiced at one and one-half the per diem rate, Sunday and legal holiday work to be invoiced at double the per diem rate.

15. **Limitation of Actions.** Notwithstanding any statutory period of limitation to the contrary, and except as otherwise provided in Seller's Warranty, any action or claim against Seller by Buyer with respect to Seller's furnishing of goods must be brought within one (1) year from date of Seller's shipment or offer of shipment of the goods purchased by Buyer.

16. **Disclosure.** Seller is a Division of McNish Corporation. Goods or services to be provided by Seller pursuant to this Contract may include goods or services provided by another division of McNish Corporation.

17. **Invalidity.** If any provision of Seller's Contract Documents is held to be invalid or is otherwise rendered unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining provisions thereof.

18. **Binding Effect.** This Contract shall be binding upon, and inure to the benefit of, Seller and Buyer, and their respective successors, assigns, and legal representatives.

19. **Entire Agreement.** This Contract constitutes the entire agreement between Seller and Buyer, and supersedes all prior agreements, negotiations, and communications, whether oral or written, between Seller and Buyer with respect to the subject matter hereof.

## MECHANICAL WARRANTY

**Walker Process Equipment**, a division of McNish Corporation ("Seller") warrants, to Buyer that all products and parts of its manufacture ("Goods") are free from defects in material and workmanship on the date of shipment. Seller's obligation under this Mechanical Warranty is to replace or repair, at no charge to Buyer and the original user of the Goods, any Goods which proves to Seller's satisfaction to have a defect in material or workmanship that interferes with the mechanical operation of the Goods under normal use and service within one (1) year from date of initial operation of the Goods or fifteen (15) months from date of shipment, whichever time period first occurs (the "Warranty Period").

If, within the Warranty Period, Buyer gives Seller prompt written notice of any defects in the Goods, Seller shall then, as Buyer's sole remedy, repair or replace, any such Goods, which Seller determines, in its sole discretion, to have failed under normal use. Unless otherwise agreed to, in writing, by Seller, (i) all repairs or replacements shall be made F.O.B. Seller's manufacturing facility or other locations designated by Seller; and (ii) Buyer shall be solely responsible for the cost of any labor required in order to allow Seller to gain access to the Goods in order to allow Seller to assess the claimed defects; and (iii) Buyer shall be responsible for all costs of installation of all Goods replaced or repaired by Seller under this Warranty. If Seller determines that any claimed defect is not, in fact, covered by this Warranty, Buyer shall pay Seller its then customary charges for any repairs or replacements made by Seller. Any suit or action brought under this Warranty must be commenced not later than ninety (90) days after the expiration of the Warranty Period, notwithstanding any statute of limitations to the contrary. Buyer shall provide Seller with satisfactory evidence that all the Goods have been maintained in accordance with Seller's instructions as stated in the installation, operations and maintenance (IOM) manual provided by Seller to Buyer.

This Warranty does not apply to, and is rendered null and void by, any Goods which, after leaving Seller's manufacturing plant, are: (i) repaired or altered without Seller's prior written approval; or (ii) improperly stored, installed or operated, including any Goods operated beyond its rated capacity or without required safety devices and protective measures; or (iii) the subject of intentional or negligent misuse, misapplication, neglect, or accident; or (iv) installed contrary to Seller's instructions; or (v) the subject of start-up, inspections, or instructions in the operation or maintenance performed by any person who is not an authorized representative of Seller; or (vi) damaged from corrosion, erosion, or any other deterioration occurring after the Goods, or parts thereof, leave the point of manufacture; or (vii) not maintained in accordance with Seller's instructions as stated in the Installation, Operation and Maintenance (IOM) Manual provided by Seller to Buyer.

This Mechanical Warranty shall not apply to products or parts which are not manufactured by Seller. Buyer's sole remedy for defective products and parts not manufactured by Seller shall be solely as provided under the warranty, if any, of the original manufacturer of such products and parts. All warranty claims for defective products and parts not manufactured by Seller shall be submitted directly to the original manufacturer for coverage.

The obligations of Seller under this Warranty are subject to, and contingent upon, Buyer not being in breach of any of its payment obligations to Seller for the Goods.

**This Warranty is provided by Seller, and accepted by Buyer, in lieu of all other warranties and remedies, express or implied. Seller disclaims the implied warranties of merchantability and fitness for a particular purpose, and any implied warranties arising from course of performance, course of dealing, or usage or trade. Seller shall not be liable under this Mechanical Warranty to Buyer or any other party for direct, special, consequential, indirect or incidental damages of any kind, including, but not limited to, loss of profits. Seller's sole obligation and Buyer's exclusive remedy for warranty claims relating to any Goods is as stated in this Mechanical Warranty.**



# City of Chattanooga

Mayor Andy Berke

June 24, 2019

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

**Subject: 185725 / 305561 - Vibration Analysis & Infrared Thermographic Services – Waste Resources Division – Public Works**

Dear Mr. Holland:

Council approval is recommended to issue a blanket contract for - Vibration Analysis & Infrared Thermographic Services – Waste Resources Division – Public Works. 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 \$145,000.

The invitation to bid was sent out to six (6) vendors as well as formally advertised. Bids were received from three (3) vendors. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend awarding the blanket contract for Vibration Analysis & Infrared Thermographic Services to Chattanooga Armature Works, 1209 E 23rd. Street, Chattanooga, TN 37408, as the best bid meeting specifications for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/ab  
Attachments

Item #	Item	Quantity	Chattanooga Armature Works Unit Price	Total Price	Current Technologies, Inc. Unit Price	Total Price	IVC Technologies Unit Price	Total Price
1	Labor, Vibration Analysis	1500	\$ 43.50	\$ 65,250.00	\$ 70.00	\$ 105,000.00	\$ 159.90	\$ 239,250.00
2	Labor, Infrared Thermographic	1500	\$ 43.50	\$ 65,250.00	\$ 70.00	\$ 105,000.00	\$ 139.50	\$ 209,250.00
3	Labor, Vibration Analysis, Overtime/Emergency	100	\$ 62.25	\$ 6,225.00	\$ 70.00	\$ 7,000.00	\$ 239.25	\$ 23,925.00
4	Labor, Infrared Thermographic, Overtime/Emergency	100	\$ 62.25	\$ 6,225.00	\$ 70.00	\$ 7,000.00	\$ 209.25	\$ 20,925.00

**Total**

\$142,950.00

\$224,000.00

\$ 493,350.00

**Current Technologies, Inc.**  
**5499 Murfreesboro Road Ste. G**  
**LaVergne, TN 37086**

**Menezil Engineering**  
**P.O Box 230**  
**Stuart, FL 34995-0230**

**Visual Inspection Systems, LLC.**  
**P.O. Box 1961**  
**Cranberry Township, PA 16066**

**IVC Technologies**  
**210 S. West Street**  
**Lebanon, OH 45036**

**Condition Monitoring Services**  
**P.O. Box 278**  
**Nipomo, CA 93444**

**Machine Diagnostics, Inc.**  
**118 Industrial Boulevard**  
**Americus, Georgia 31719**



# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 18-JUN-19 at 2:00 PM

**BID NUMBER: 305561**

**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 No.: 185725 Bid No.: 305561 Ordering Dept.: Waste Resources Division Buyer: Amanda Berkowitz Phone No.: (423) 643-7233 Email: aberkowitz@chattanooga.gov					
Items Being Purchased: Vibration Analysis & Infrared Thermographic Services					
<b>ATTACHMENTS:</b> Specifications (5 pgs) Affirmative Action Plan (2 pgs) Iran Divestment Act (1 pg) No Contact/No Advocacy Affidavit (1 pg) 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 Vibration Analysis and Infrared Thermographic Services for the Waste Resources Division. The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Month Term Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation Of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein.					
QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT					
*** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON JUNE 18, 2019 ***					
<b>NOTE</b> ALL BIDS MUST BE SIGNED All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.					
Any manufacturers 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:					

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**

18-JUN-19 at 2:00 PM

**BID NUMBER:** 305561

**BUYER:**

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

**DELIVERY REQUIRED:**

**SEALED BIDS**

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Company Name <u>CHATTANOOGA ARMATURE WORKS</u>					
Address <u>1209 E 23<sup>rd</sup> STREET</u>					
<u>CHATT TN 37408</u>					
Phone/Toll-Free No <u>423-267-7665</u>					
Fax No <u>423-756-4404</u>					
eMail Address <u>starr@cautn.com</u>					
Contact Person's Name <u>STARR WILSON</u>					
Estimated Delivery <u>AS NEEDED / REQUIRED</u>					
Minority-Owned Business _____ Small Business _____ Veteran _____					
Minority Woman-Owned Business _____ Disabled Veteran _____					
Woman-Owned Business _____					
**** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****					

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

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

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

TERMS OF PAYMENT: NET 30  
 TELEPHONE NUMBER 423-267-7665.

COMPANY CHATTANOOGA ARMATURE WORKS  
 SIGNATURE: [Signature]  
 NAME AND TITLE STARR WILSON VP/GM

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**

18-JUN-19 at 2:00 PM

**BID NUMBER:** 305561

**BUYER:**

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

**DELIVERY REQUIRED:**

**SEALED BIDS**

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Labor, Vibration Analysis	3000	Hour	43.50	130,500.00
2	Labor, Infrared Thermographic	1500	Hour	43.50	65,250.00
3	Labor, Vibration Analysis, Overtime/Emergency	100	Hour	62.25	6,225.00
4	Labor, Infrared Thermographic, Overtime/Emergency	100	Hour	62.25	6,225.00

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

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

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

TERMS OF PAYMENT NET 30

TELEPHONE NUMBER 423-267-7665

COMPANY CHATTANOOGA ARMATURE WORKS

SIGNATURE [Signature]

NAME AND TITLE STARR WILSON VP/GM

City of Chattanooga  
Waste Resources Division  
Amanda Berkowitz

June 18, 2019

Requisition No. 185725  
BID NUMBER 305561

#### CHATTANOOGA ARMATURE WORKS

1.3 References and Experience  
A. References

**1.) Americold Logistics**

ATTN: MAIL DROP APM  
10 LENLAKE PKWY STE 600  
Atlanta, GA 30328  
(770) 547-5409  
Andy Pittman

**2.) Sysco Foods**

PO Box 490379  
Atlanta, GA 30349  
(404)765-9900  
Steve Neeley

**3.) Delta GSE**

GSE MAINTENANCE FACILITY  
2100B CENTRAL CARGO CIR  
Atlanta, GA 30354  
(404)245-3498  
David Davenport

**4.) Pilgrims' Pride**

1 Waco School Road  
Bremen, GA 30110  
(770)537-6424  
Joseph Poche

**5.) Siemens**

100 Technology Drive  
Atlanta, GA 30005  
(404)405-6379  
Willie Mills

B. Experience

Our company has been providing Vibration Analysis and Infrared Thermographic services to companies all over the south for more than a decade. With our generations of experience with motors, drives, pumps, gearboxes and other rotating equipment, we actualize our vast amount of knowledge and skill to support your team members. Tie this in to our passion for Customer Service and we are prepared to comply with all requirements and partner with you.

Please see the above references for a short list of satisfied customers. Should you require any further information or need more specifics, we would be happy to answer any questions you may have.

Sincerely,  
Starr Wilson  
VP/GM  
Chattanooga Armature Works  
starr@cawtn.com

Also, we have several Level 2 and Level 3 Analysts on staff

**SPECIFICATIONS  
FOR  
ANNUAL REQUIREMENTS CONTRACT  
TO SUPPLY  
VIBRATION ANALYSES AND INFRARED THERMOGRAPHIC SERVICES  
FOR THE  
WASTE RESOURCES DIVISION  
CITY OF CHATTANOOGA, TENNESSEE  
May, 2019**

**1.0 GENERAL**

**1.1 SCOPE OF SERVICES**

The Scope of Services included in these Specifications shall be for all labor, benefits, equipment, fuel, and any other related expenses necessary to provide vibration analyses and infrared thermographic services for the WASTE RESOURCES DIVISION including the Moccasin Bend Wastewater Treatment Plant (MBWWTP) and associated major pump stations, 455 Moccasin Bend Road, Chattanooga, Tennessee 37405.

It is the responsibility of each bidder to be familiar with and have a working knowledge of all types, sizes, and quantities of electric motors, pumps, blowers, compressors, gear boxes, variable frequency drive (VFD), direct current drive (DCD), motor control centers, electrical switch gear, and other related equipment requiring vibration analyses and infrared thermographic services.

**1.2 BASIS OF BIDDING**

The cost per hour shall include any and all, costs for wages, benefits, indirect costs, overhead and profit, insurance, and any other related direct or indirect cost. The cost per hour shall be for the services of one (1) technician and any and all equipment necessary to perform the work described herein.

The Vendor shall also provide hourly rates for overtime/emergency service and holiday work for the various work described herein.

**1.3 *References and Experience***

**A. References**

1. The Vendor shall submit a list of five (5) customers for whom the Vendor has performed vibration analyses and infrared thermographic services.
2. The list shall include names, addresses, telephone numbers, and contact person who is knowledgeable of services provided.

B. Experience

1. The Vendor shall submit a brief company history of providing the specified services.
2. The Vendor or Vendor's technicians shall have at least five (5) years experience in performing vibration analyses and infrared thermographic services, on equipment required to perform these services, and in the preparation of reports analyzing the data and recommending actions to be taken.

**1.4 WARRANTY**

The Vendor shall warrant and guarantee the work performed for a period of 90 days following delivery of the work to the City. The work shall be guaranteed and warranted against defective workmanship and materials.

**2.0 SERVICES AND OTHER REQUIREMENTS**

**2.1 GENERAL**

**2.1.1 *Sole Vendor***

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

**2.1.2 *Compliance with Applicable Regulations***

All of the services provided by the Vendor shall be completed in a good and workmanlike manner. All services provided shall be in compliance with all applicable statutes, rules, ordinances and regulations of, but not limited to, the USEPA, TDOT, OSHA, and any similar federal, state, and local laws or regulations applicable to the Vendor or to the services described herein.

The Vendor's personnel shall comply with all City, Waste Resources Division, and Moccasin Bend WWTP work rules and regulations when on site.

**2.1.3 *Inspection***

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



## 2.2 DESCRIPTION OF CONTRACTED SERVICES

### 2.2.1 General

A The Vendor shall provide all labor, benefits, equipment, fuel, materials and any other related expenses necessary to provide vibration analyses and infrared thermographic services described herein for the Waste Resources Division.

B The Vendor shall provide the vibration analyses services on a calendar quarterly basis. The infrared thermographic services shall be provided on an annual basis unless otherwise agreed to by the City.

The Vendor shall provide additional services on an "as needed" basis as requested by the City. The City will attempt to schedule the work to optimize the use of the Vendor's technicians and equipment when it is needed.

C The Vendor shall perform work on straight time, i.e., non-emergency, unless otherwise noted. Overtime, weekend, or holiday work shall only be performed at the City's direction.

### 2.2.2 Vendor Services

#### A. Vibration Analyses Services

1. The Vendor shall provide all of the necessary equipment to perform the vibration analyses. Equipment shall be in good repair and calibrated. The City shall not pay for any down time due to equipment not working or being repaired by the Vendor.
2. The Vendor shall take vibration readings on the horizontal, vertical, and axial axis on each input and output bearing for motors, blowers, compressors, pumps, gear boxes, turbines, and other similar moving equipment found in the WRD. The horizontal and vertical readings shall be measured both in inches per second (In/sec) and spike energy (G/sec). The axial reading shall be measured in inches per second (In/sec).
3. The Vendor shall collect physical data on each machine being tested. This physical data shall include, but not be limited to, the following:
  - a) Temperature at Arrival
  - b) Speed in Hz or percent
  - c) Hours Runtime
  - d) Amp Draw
  - e) Water or Air Flow Rate (Output Rate)

4. The Vendor shall prepare a report after each trip to a site summarizing the physical data collected on each piece of equipment, the vibration readings collected with a comparison of previous vibrations readings in the same location, an analysis of the readings along with the probable cause of a reading that is above accepted levels, and a recommendation for correcting the problem. All reports shall be submitted in electronic format to the Plant Superintendent and to the Waste Resources Division Maintenance Supervisor.

B Infrared Thermographic Services

1. The Vendor shall provide all of the necessary equipment to perform the infrared thermographic services. Equipment shall be in good repair and calibrated. The City shall not pay for any down time due to equipment not working or being repaired by the Vendor.
2. The Vendor shall perform these services with the use of a portable, high resolution, infrared imaging system while the site is under load. This equipment shall detect emitted Infrared radiation and shall convert it to a video monitor screen. The shades of gray viewed on the monitor screen, from black to white, shall indicate the temperature differentials present. The infrared radiation emitted from an object shall be always proportional to the temperature of that object.
3. The Vendor shall record a digital Infrared signature for each hot spot. This recorded signature shall be used for office review by the Vendor and to capture pictures of the unusual temperature differentials or hot spots at each site. A color photograph shall be captured at each for simplified visual identification. A black and white photograph shall be captured at each site for a visual of the identified hot spot. These photographs shall be stored on a disk and shall be used as a record for future comparisons.
4. The Vendor shall identify the hot spots as, but not limited to, loose or dirty connections, poor contacts, unbalanced loads, faulty fuse clips, overloaded circuits, and/or other similar electrical problems causing heat.
5. The Vendor shall provide a report in electronic format, submitted to the Plant Superintendent and the Waste Resources Division Maintenance Supervisor, indicating the thermal condition priority rating for each site based on the following as a minimum the International Testing Maintenance Specifications 1997 (NETA MTS-1997):
  - a) Color Code-RED: Major discrepancy. Corrective measures should be taken immediately. Part is in failure mode. (Risk-Red is based on 72+ Degrees Fahrenheit above ambient.)
  - b) Color Code-YELLOW (ORANGE): Monitor continuously. Corrective measures should be taken as soon as possible. Danger can occur if not addressed (Risk-Yellow is based on 37-

- 72 Degrees Fahrenheit above ambient.)
- c) Color Code-GREEN: Indicates probable deficiency. Corrective measures should be taken as scheduling permits. (Risk-Green is based on 19-37 Degrees Fahrenheit above ambient)
  - d) Color code-BLUE: Probable deficiency. Warrants investigation. (Risk-BLUE is based on 0-19 Degrees Fahrenheit above ambient)

**Note:** *Temperature Deltas may be in Fahrenheit or Celsius*

### **2.2.3 City Supplied Services**

The City will provide the following services;

1. Provide reasonable access to City facilities.
2. Provide a designated contact person in the City authorized to determine equipment that is to be included in these testing services.
3. Provide a designated person to accompany the Vendor to each site and start, operate at full load, and stop equipment.
4. Provide copies of available previous vibration analyses and infrared thermograph reports for the WRD.

### 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. During the term of this contract the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
  - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer."
  - b. Seek and maintain contracts with minority groups and human relations organizations as available.

- c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities
  - d. Use only recruitment sources which state in writing that they practice equal opportunity. Advise all recruitment sources that qualified minority group members and women will be sought for consideration for all positions when vacancies occur.
5. Minority statistics are subject to audit by City of Chattanooga staff or other governmental agency.
6. The Contractor agrees to notify the City of Chattanooga of any claim or investigation by State or Federal agencies as to discrimination.



(Signature of Contractor)

STARR WILSON VP/GM CHATTANOOGA ARMATURE WORKS

(Title and Name of Company)

6-19-19

(Date)

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

By submission of this bid, each proposer and each person signing on behalf of any proposer 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 proposer is not on the list created pursuant to § 12-12-106.

(SIGNED)



(PRINTED NAME)

STARA WILSON

(BUSINESS NAME)

CHATTANOOGA ARMATURE WORKS

(DATE)

6-18-19

No Contact/No Advocacy Affidavit

City of Chattanooga  
Purchasing Division

For Submission with Sealed RFP, RFQ, Sealed Bid Responses:

State of Tennessee  
County of Hamilton

A Starr Wilson (agent name), being first duly sworn, deposes and says that:

(1) He/She is the owner, partner, officer, representative, or agent of Chattanooga  
Asaechne Works (business name), the Submitter of the attached sealed solicitation  
response to Solicitation # 305561

(2) A Starr Wilson (agent name) swears or affirms that the Submitter  
has taken notice, and will abide by the following No Contact and No Advocacy clauses.

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

**NO ADVOCATING POLICY:** To ensure the integrity of the review and evaluation process, companies and/or individuals submitting 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: [Signature]

Printed Name:  
STARR WILSON

Title: VP/GM

Subscribed and sworn to before me this 18<sup>th</sup> day of June, 2019

Notary Public: [Signature]

My commission expires: 8/7/2021



## ADDENDUM NO. I

BID NUMBER: 305561

BID TITLE: Vibration Analysis & Infrared Thermographic Services

DEPARTMENT: Waste Resources Division, Public Works

DATE OF ADDENDUM: June 12, 2019

BID DUE DATE: June 18, 2019

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

### REASON: ANSWERS TO QUESTIONS

**Q.** Item 1, the Quantity is 3000 and the unit is Hours. We are wondering how it is possible to have that many hours associated with that inspection. Can you clarify that the quantity is hours?

**A.** *This was an estimate but was a calculation error. This revised number is 1500 hours.*

**Q.** I want to know for how many years the quantity 3000 hours for Labor/ vibration analysis is going to be for?

**A.** *This is an estimated yearly amount. The revised number is 1500 hours.*

**Q.** I want to know for how many years the quantity 1500 hours for Labor/ Infrared thermographic is going to be for?

**A.** *This is an estimated yearly amount.*

**Q.** What is the minimum hours guarantee per visit for the vibration analysis?

**A.** *There is no guaranteed number of hours because it varies.*

**Q.** What is the minimum hours guarantee per visit for the infrared thermographic?

**A.** *There is no guaranteed number of hours because it varies.*

**Q.** How many Pump Stations are there?

**A.** *We have 96 Pump Stations in total, but only 20 of them are on the list of pm work orders for vibration and infrared.*

**Q.** How many days it took the previous vendor to complete the infrared inspection?



A. It varied.

Q. How many days it took the previous vendor to collect vibration data on the equipment per quarter?

A. It varied.

Q. How many pieces of equipment the vendor will need to collect vibration data on every quarter?

A. Unsure of how many are used.

Q. Can you provide an asset list of all the items that are to be inspected?

A. Asset List Attached

(SIGNED):



(DATE): 6-13-19

(COMPANY):

CHATTANOOGA ACQUISITION WORKS

BID NUMBER 305561 Vibration and Infrared

**Sign one (1) copy of this page and return it with your bid, or separately and clearly labelled only if your bid has already been submitted, to the Purchasing Department (email: [aberkowitz@chattanooga.gov](mailto:aberkowitz@chattanooga.gov); or fax to 423-643-7244 Attn: A Berkowitz; or mail to Purchasing Dept., Attn: A Berkowitz, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402.**

**Retain a copy for your file.**

## Vibration Asset List

### Pump Station Asset List (Quarterly)

CITICO PUMP STATION #2: Pump #1  
CITICO PUMP STATION #2: Pump #2  
CITICO PUMP STATION #2: Pump #3  
CITICO PUMP STATION #2: Pump #4  
19TH STREET PUMP STATION: Pump #1  
19TH STREET PUMP STATION: Pump #2  
19TH STREET PUMP STATION: Pump #3  
23rd STREET PUMP STATION: Pump #1  
23rd STREET PUMP STATION: Pump #2  
23rd STREET PUMP STATION: Pump #3  
23rd STREET PUMP STATION: Pump #4  
COLLEGEDALE PUMP STATION: Pump #1  
COLLEGEDALE PUMP STATION: Pump #2  
COLLEGEDALE PUMP STATION: Pump #3  
COLLEGEDALE PUMP STATION: Pump #4  
EAST BRAINERD PUMP STATION: Pump #1  
EAST BRAINERD PUMP STATION: Pump #2  
EAST BRAINERD PUMP STATION: Pump #3  
FRIAR BRANCH PUMP STATION: Pump #1  
FRIAR BRANCH PUMP STATION: Pump #4  
FRIAR BRANCH PUMP STATION: Pump #2  
HIXSON PUMP STATION #1: Pump #1  
HIXSON PUMP STATION #1: Pump #3  
HIXSON PUMP STATION #1: Pump #2  
HIXSON PUMP STATION #2: Pump #1  
HIXSON PUMP STATION #2: Pump #2  
HIXSON PUMP STATION #2: Pump #3  
HIXSON PUMP STATION #3: Pump #1  
HIXSON PUMP STATION #3: Pump #2  
HIXSON PUMP STATION #3: Pump #3  
ORCHARD KNOB STORM STATION: Pump #1  
ORCHARD KNOB STORM STATION: Pump #2  
ORCHARD KNOB STORM STATION: Pump #3  
SOUTH CHICKAMAUGA PUMP STATION: Pump #1  
SOUTH CHICKAMAUGA PUMP STATION: Pump #2  
SOUTH CHICKAMAUGA PUMP STATION: Pump #3  
SOUTH CHICKAMAUGA PUMP STATION: Pump #4  
TIFTONIA PUMP STATION #1: Pump #1  
TIFTONIA PUMP STATION #1: Pump #2  
TIFTONIA PUMP STATION #2: Pump #1

TIFTONIA PUMP STATION #2: Pump #2  
TIFTONIA PUMP STATION #3: Pump #1  
TIFTONIA PUMP STATION #3: Pump #2  
CITICO PUMP STATION #2: Structure: Odor Control Unit  
MT CREEK: Pump #1  
MT CREEK: Pump #2

### Plant Asset List (Quarterly)

Influent PS:Pump #1:Motor  
Influent PS:Pump #2:Motor  
Influent PS:Pump #3:Motor  
Influent PS:Pump #4:Motor  
EQ Pump Station:Pump #1:Motor  
EQ Pump Station:Pump #2:Motor  
EQ Pump Station:Pump #3:Motor  
EQ Pump Station:Pump #4:Motor  
Blower Building:Blower #1:Motor  
Blower Building:Blower #2:Motor  
Blower Building:Blower #3:Motor  
Blower Building:Blower #4:Motor  
Blower Building:Blower #5:Motor  
Blower Building:Blower #6:Motor  
Blower Building:Blower #7:Motor  
Blower Building:Blower #8:Motor  
O2 Plant:70% Compressor:Motor  
O2 Plant:100% Compressor:Motor  
O2 Plant:Cooling Tower:#1 Cooling Water Pump Motor  
O2 Plant:Cooling Tower:#2 Cooling Water Pump Motor  
Return Sludge Building:Return Pump #1:Motor  
Return Sludge Building:Return Pump #2:Motor  
Return Sludge Building:Return Pump #3:Motor  
Return Sludge Building:Waste Pump #1:Motor  
Return Sludge Building:Waste Pump #2:Motor  
Pretreatment System:Odor Control#1  
Pretreatment System:Odor Control#2  
Centrifuge Building #1:Centrifuge #1  
Centrifuge Building #1:Centrifuge #2  
Centrifuge Building #2:Centrifuge #1  
Centrifuge Building #2:Centrifuge #2  
Pretreatment System:Odor Control Bypass Unit

### Plant / Pump stations (Semi Annual)

Filter Press Building:Boiler Pump #1

Filter Press Building:Boiler Pump #2  
Filter Press Building:Cooling Tower Pump #1  
Filter Press Building:Cooling Tower Pump #2  
Filter Press Building:Dilution Seal Water Pump #166  
Filter Press Building:Dilution Seal Water Pump #167  
Filter Press Building:Lime Slurry Pump #130  
Filter Press Building:Lime Slurry Pump #131  
Filter Press Building:Lime Slurry Pump #132  
Filter Press Building:Lime Slurry Pump #133  
Filter Press Building:Moyno Feed Pump #1  
Filter Press Building:Moyno Feed Pump #3  
Filter Press Building:Moyno Feed Pump #4  
Filter Press Building:Moyno Feed Pump #5  
Filter Press Building:Moyno Feed Pump #6  
Filter Press Building:Sludge Transfer Pump 111  
Filter Press Building:Sludge Transfer Pump 112  
Filter Press Building:Sludge Transfer Pump 113  
Filter Press Building:Sludge Transfer Pump 114  
Filter Press Building:Vacuum Pump #1  
Filter Press Building:Vacuum Pump #2  
Filter Press Building:Vacuum Pump #3  
Filter Press Building:Vacuum Pump #4  
Filter Press Building:Filter Press #1:Hot Water Pump  
Filter Press Building:Filter Press #2:Hot Water Pump  
Filter Press Building:Filter Press #3:Hot Water Pump  
Filter Press Building:Filter Press #5:Hot Water Pump  
Filter Press Building:Filter Press #6:Hot Water Pump  
Filter Press Building:Filter Press #7:Hot Water Pump  
Filter Press Building:Sludge Train #1 Reaction Tank:Mixer  
Filter Press Building:Sludge Train #2 Reaction Tank:Mixer  
Filter Press Building:Sludge Train #1 Conditioning Tank:Mixer  
Filter Press Building:Sludge Train #2 Conditioning Tank:Mixer  
BRAINERD MANOR PUMP STATION: Pump #1  
BRAINERD MANOR PUMP STATION: Pump #2  
CARTER STREET CSOTF: Structure: Odor Control Unit  
CENTRAL AVENUE CSOTF: Odor Control Unit 1  
CENTRAL AVENUE CSOTF: Odor Control Unit 2  
CENTRAL AVENUE CSOTF: Odor Control Unit 3  
CENTRAL AVENUE CSOTF: Odor Control Unit 4  
LATTA STREET PUMP STATION: Pump #1  
LATTA STREET PUMP STATION: Pump #2  
O2 Tank System (Unox):Train #1:#1 Mixer Unit  
O2 Tank System (Unox):Train #1:#2 Mixer Unit

O2 Tank System (Unox):Train #1:#3 Mixer Unit  
O2 Tank System (Unox):Train #1:#4 Mixer Unit  
O2 Tank System (Unox):Train #1:#5 Mixer Unit  
O2 Tank System (Unox):Train #1:#6 Mixer Unit  
O2 Tank System (Unox):Train #1:#7 Mixer Unit  
O2 Tank System (Unox):Train #1:#8 Mixer Unit  
O2 Tank System (Unox):Train #2:#1 Mixer Unit  
O2 Tank System (Unox):Train #2:#2 Mixer Unit  
O2 Tank System (Unox):Train #2:#3 Mixer Unit  
O2 Tank System (Unox):Train #2:#4 Mixer Unit  
O2 Tank System (Unox):Train #2:#5 Mixer Unit  
O2 Tank System (Unox):Train #2:#6 Mixer Unit  
O2 Tank System (Unox):Train #2:#7 Mixer Unit  
O2 Tank System (Unox):Train #2:#8 Mixer Unit  
O2 Tank System (Unox):Train #3:#1 Mixer Unit  
O2 Tank System (Unox):Train #3:#2 Mixer Unit  
O2 Tank System (Unox):Train #3:#3 Mixer Unit  
O2 Tank System (Unox):Train #3:#4 Mixer Unit  
O2 Tank System (Unox):Train #3:#5 Mixer Unit  
O2 Tank System (Unox):Train #3:#6 Mixer Unit  
O2 Tank System (Unox):Train #3:#7 Mixer Unit  
O2 Tank System (Unox):Train #3:#8 Mixer Unit  
O2 Tank System (Unox):Train #4:#1 Mixer Unit  
O2 Tank System (Unox):Train #4:#2 Mixer Unit  
O2 Tank System (Unox):Train #4:#3 Mixer Unit  
O2 Tank System (Unox):Train #4:#4 Mixer Unit  
O2 Tank System (Unox):Train #4:#5 Mixer Unit  
O2 Tank System (Unox):Train #4:#6 Mixer Unit  
O2 Tank System (Unox):Train #4:#7 Mixer Unit  
O2 Tank System (Unox):Train #4:#8 Mixer Unit  
PINEVILLE PUMP STATION: Pump #1  
PINEVILLE PUMP STATION: Pump #2  
Filter Press Building:Moyno Feed Pump #2

## Infrared Asset List

### Plant Annual

Influent PS:Electrical  
Primary Sludge System:Primary #1 Electrical  
Primary Sludge System:Primary #2 Electrical  
EQ Pump Station:Electrical  
Blower Building:Electrical  
O2 Tank System (Unox):Train #1  
O2 Tank System (Unox):Train #2  
O2 Tank System (Unox):Train #3  
O2 Tank System (Unox):Train #4  
Return Sludge Building:Electrical  
Dilution Building:Electrical  
Thickener PS #1:Electrical  
Thickener PS #2:Electrical  
Chlorine Building:Electrical  
Anaerobic Digester:Digester Bldg. Electrical  
InfluentRelief PS:Electrical  
Mixed Liquor Channel:Equipment  
Plant Grounds: Outside Electrical  
Plant Grounds:PlantStorageBldg#1  
Plant Grounds:PlantStorageBldg#2  
Centrifuge Building #2:Structure:Electrical  
Filter Press Building:Structure:Electrical

### Pump Station Annual

CITICO PUMP STATION #2: Pump #1  
CITICO PUMP STATION #2: Pump #2  
CITICO PUMP STATION #2: Pump #3  
CITICO PUMP STATION #2: Pump #4  
EAST BRAINERD PUMP STATION: Pump #1  
EAST BRAINERD PUMP STATION: Pump #2  
EAST BRAINERD PUMP STATION: Pump #3  
FRIAR BRANCH PUMP STATION: Pump #1  
FRIAR BRANCH PUMP STATION: Pump #4  
FRIAR BRANCH PUMP STATION: Pump #2  
FRIAR BRANCH PUMP STATION: Pump #3  
HIXSON PUMP STATION #1: Pump #1  
HIXSON PUMP STATION #1: Pump #3  
HIXSON PUMP STATION #1: Pump #2  
HIXSON PUMP STATION #2: Pump #1  
HIXSON PUMP STATION #2: Pump #2

HIXSON PUMP STATION #2: Pump #3  
HIXSON PUMP STATION #3: Pump #1  
HIXSON PUMP STATION #3: Pump #2  
HIXSON PUMP STATION #3: Pump #3  
LATTA STREET PUMP STATION: Pump #1  
LATTA STREET PUMP STATION: Pump #2  
MT CREEK: Pump #1  
MT CREEK: Pump #2  
ORCHARD KNOB PUMP STATION : Pump #1  
ORCHARD KNOB PUMP STATION : Pump #2  
ORCHARD KNOB PUMP STATION : Pump #3  
SOUTH CHICKAMAUGA PUMP STATION: Pump #1  
SOUTH CHICKAMAUGA PUMP STATION: Pump #2  
SOUTH CHICKAMAUGA PUMP STATION: Pump #3  
SOUTH CHICKAMAUGA PUMP STATION: Pump #4  
TIFTONIA PUMP STATION #1: Pump #1  
TIFTONIA PUMP STATION #1: Pump #2  
TIFTONIA PUMP STATION #2: Pump #1  
TIFTONIA PUMP STATION #2: Pump #2  
TIFTONIA PUMP STATION #3: Pump #1  
TIFTONIA PUMP STATION #3: Pump #2  
CENTRAL AVENUE CSOTF: Pump #1  
CENTRAL AVENUE CSOTF: Pump #2  
CARTER STREET CSOTF: Structure: Odor Control Unit



# City of Chattanooga

Mayor Andy Berke

June 24, 2019

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

**Subject: 185730 / 305562 - Variable Frequency Drives, Direct Current Drives, & Electronic Board Services – Waste Resources Division – Public Works**

Dear Mr. Holland:

Council approval is recommended to issue a blanket contract for - Variable Frequency Drives, Direct Current Drives, & Electronic Board Services – Waste Resources Division – Public Works. 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 \$245,000.

The invitation to bid was sent out to six (6) 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 awarding the blanket contract for Variable Frequency Drives, Direct Current Drives, & Electronic Board Services to Rome Electric Motor Works, 36 Westside Industrial Blvd., Rome, GA 30165 and REMCO, 1066 North Hall Road, Alcoa, TN 37701 as the best bids meeting specifications for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/ab  
Attachments



Item #	Item	Quantity	Rome Electric Motors		Remco	
			Unit Price	Total Price	Unit Price	Total Price
1	Labor, repair / recondition / maintenance	1500	\$ 58.00	\$ 87,000.00	\$ 65.00	\$ 97,500.00
2	Labor, repair / recondition / maintenance, Overtime	300	\$ 78.00	\$ 23,400.00	\$ 97.50	\$ 29,250.00
3	Labor, repair / recondition / maintenance, Holiday	150	\$ 98.00	\$ 14,700.00	\$ 97.50	\$ 14,625.00
5	Labor, Field Service	1000	\$ 68.00	\$ 68,000.00	\$ 75.00	\$ 75,000.00
6	Labor, Field Service, overtime	300	\$ 98.00	\$ 29,400.00	\$ 100.00	\$ 30,000.00
7	Labor, Field Service, holiday	150	\$ 128.00	\$ 19,200.00	\$ 100.00	\$ 15,000.00
8	Repair parts and material markup	1	10%		15%	
9	Replacement VFD markup	1	10%		10%	
10	Replacement DCD markup	1	10%		10%	
11	Replacement electronic board markup	1	10%		10%	

**Total** \$241,700.00 \$261,375.00

**Chattanooga Industrial Motors**  
**6483 SLYGO ROAD**  
**WILDWOOD, GA 30757**

**Tekwell Services**  
**1301 Galway Street**  
**Knoxville, TN 37917**

**Rome Electric Motor Works**  
**36 Westside Industrial Blvd.**  
**Rome, GA 30165**

**Cole Electric Tech**  
**3980 Martin Luther King Jr. Dr.**  
**Atlanta GA 30336**

**REMCO**  
**1066 North Hall Rd.**  
**Alcoa, TN 37701**

**Global Electronic Services**  
**5325 Palmero Ct.,**  
**Buford, GA 30518**

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
19-JUN-19 at 2:00 PM  
**BID NUMBER:** 305562  
**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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R** RFQ

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
<p>Requisition No.: 185730 Bid No.: 305562 Ordering Dept.: Waste Resources Buyer: Amanda Berkowitz Phone No.: (423) 643-7233 Email: aberkowitz@chattanooga.gov</p> <p>Items Being Purchased: Variable Frequency Drives, Direct Current Drives, &amp; Electronic Board Services</p> <p><b>ATTACHMENTS:</b> Specifications (5 pgs) Affirmative Action Plan (1 pg) Iran Divestment Act (1 pf) No Contact/No Advocacy Affidavit (1pg) 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.</p> <p>This Shall Be A Twelve (12) Month Blanket Contract To Supply Variable Frequency Drives, Direct Current Drives, &amp; Electronic Board Services 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</p> <p>QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT.</p> <p>*** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON JUNE 19, 2019 ***</p> <p><b>NOTE:</b> <b>ALL BIDS MUST BE SIGNED</b> All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.</p> <p>Any manufacturers 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.</p> <p>The City of Chattanooga reserves the right to reject any and/or all bids, waive any formalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.</p> <p>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.</p> <p>**** NOTE **** PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION</p>					

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
19-JUN-19 at 2:00 PM

**BID NUMBER:** 305562

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

**SEALED BIDS**

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
<p>Company Name <u>Rome Electric Motors</u></p> <p>Address <u>36 Westside Ind Blvd</u> <u>Rome, GA 30165</u></p> <p>Phone/Toll-Free No <u>800 241-2066</u></p> <p>Fax No <u>706 332-2071</u></p> <p>eMail Address <u>orders@romeselectric.com</u></p> <p>Contact Person's Name <u>Bill Bowling</u></p> <p>Estimated Delivery _____</p> <p>Minority-Owned Business _____ Small Business _____ Veteran _____</p> <p>Minority Woman-Owned Business _____ Disabled Veteran _____</p> <p>Woman-Owned Business _____</p> <p>**** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****</p>					

**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: 706 332-4483

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

COMPANY: Rome Electric Motors

SIGNATURE: Bill Bowling

NAME AND TITLE Bill Bowling - Pres.

# BID SOLICITATION



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

### SEALED BIDS

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

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### BID OPENING DATE AND TIME:

19-JUN-19 at 2:00 PM

**BID NUMBER:** 305562

### BUYER:

PHONE #: (423) 643-7230

**DELIVERY REQUIRED:**

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Labor, repair / recondition / maintenance	1500	Hour	<u>58<sup>00</sup>/<sub>100</sub></u>	<u>87,000</u>
2	Labor, repair / recondition / maintenance, overtime	300	Hour	<u>78<sup>00</sup>/<sub>100</sub></u>	<u>23,400</u>
3	Labor, repair / recondition / maintenance, Holiday	150	Hour	<u>98<sup>00</sup>/<sub>100</sub></u>	<u>14,700</u>
4	Labor, Field Service	1000	Hour	<u>68</u>	<u>68,000</u>
5	Labor, Field Service, overtime	300	Hour	<u>98</u>	<u>29,400</u>
6	Labor, Field Service, Holiday	150	Hour	<u>128</u>	<u>19,200</u>
7	Repair parts and material markup; <u>10</u> %	1	Each	—	—
8	Replacement VFD markup; <u>10</u> %	1	Each	—	—
9	Replacement DCD markup; <u>10</u> %	1	Each	—	—
10	Replacement electronic board markup; <u>10</u> %	1	Each	—	—

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

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

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

TERMS OF PAYMENT: net 30

TELEPHONE NUMBER: 706-333-4483

COMPANY: Rome Electric Motor

SIGNATURE: Bill Bowley

NAME AND TITLE: Bill Bowley, Pres.

**SPECIFICATIONS FOR BLANKET CONTRACT FOR  
REPAIR, RECONDITION, MAINTENANCE, AND REPLACEMENT OF  
VARIABLE FREQUENCY DRIVES,  
DIRECT CURRENT DRIVES, AND ELECTRONIC BOARDS  
FOR THE WASTE RESOURCES DIVISION  
CITY OF CHATTANOOGA, TENNESSEE  
May, 2019**

**1.0 GENERAL**

**1.1 SCOPE OF SERVICES**

The Scope of Services included in these Specifications shall be for all labor, benefits, equipment, fuel, and any other related expenses necessary to provide repair, recondition, maintenance, and replacement of variable frequency drive (VFD), direct current drive (DCD) and electronic board repair services for the WASTE RESOURCES DIVISION including the Moccasin Bend Wastewater Treatment Plant (MBWWTP), 455 Moccasin Bend Road, Chattanooga, Tennessee 37405, and all Pump Stations

It is the responsibility of each bidder to be familiar with and have a working knowledge of all types, sizes, and quantities of variable frequency drive (VFD), direct current drive (DCD) and electronic board repair services as well as understand any peculiar circumstances which may be associated with the servicing of these units.

**1.2 BASIS OF BIDDING**

The labor cost shall include any and all, costs for wages, benefits, indirect costs, overhead and profit, insurance, taxes, travel, and any other related direct or indirect cost. The cost per hour shall be for the services of one (1) operator and any and all equipment necessary to perform the work described herein.

Parts and materials required for the work but not described herein will be invoiced by the Vendor at cost plus a percent mark-up.

Replacement VFDs, DCD, and Electric Boards will be invoiced by the Vendor at a cost plus a percent mark-up.

The Vendor shall provide hourly rates for overtime / holiday rates for the various work described herein.

The Vendor shall provide hourly rates and overtime / holiday rates for Field Service.

**1.3 References and Experience**

A. References

1. The Vendor shall submit a list of five (5) customers for whom the Vendor has performed variable frequency drive (VFD), direct current drive (DCD) and electronic board repair services during the past three (3) years and provided labor and equipment and materials to perform similar services.
2. The list shall include names, addresses, telephone numbers, and contact person who is knowledgeable of services provided.

B. Experience

1. The Vendor shall submit a brief company history of providing the specified services.
2. The Vendor shall provide a brief description of its service facilities and the work performed there.
3. The Vendor shall provide a description of its work force including number of skilled personnel and their length of service with the company.
4. The Vendor shall provide a list of variable frequency drive (VFD) and direct current (DCD) drive companies for whom it serves as a factory authorized repair and reconditioning shop.
5. The Vendor shall provide a list of variable frequency drive (VFD) and direct current (DCD) drive companies for whom it serves as a factory authorized distributor.
6. The Vendor shall provide a list of electronic board companies for whom it serves as a factory authorized repair and reconditioning shop.
7. The Vendor shall provide a list of electronic board companies for whom it serves as a factory authorized distributor.

#### 1.4 WARRANTY

A. Variable Frequency Drive and Direct Current Drive Repair, Reconditioning, and/or Replacement

The Vendor shall warrant and guarantee the work performed for a period of one (1) year following delivery of the work to the City. The work shall be guaranteed and warranted against defective workmanship and materials.

Replacement VFDs shall have a five (5) year warranty from startup date and shall have certified startup.

B. Electronic Board Repair, Reconditioning, and/or Replacement

The Vendor shall warrant and guarantee the work performed for a period of ninety (90) days following delivery of the work to the City. New electronic boards shall be warranted for one (1) year after delivery to the City. The work shall be guaranteed and warranted against defective workmanship and materials.

## **2.0 SERVICES AND OTHER REQUIREMENTS**

### **2.1 GENERAL**

#### **2.1.1 Sole Vendor**

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

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

All of the services provided by the Vendor shall be completed in a good and workmanlike manner. All services provided shall be in compliance with all applicable statutes, rules, ordinances and regulations of, but not limited to, the USEPA, TDOT, OHSA, and any similar federal, state, and local laws or regulations applicable to the Vendor or to the services described herein.

The Vendor's personnel shall comply with all City, Waste Resources Division, and Moccasin Bend WWTP work rules and regulations when on site.

#### **2.1.3 Inspection**

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

## **2.2 DESCRIPTION OF CONTRACTED SERVICES**

### **2.2.1 General**

- A. The Vendor shall provide all labor, benefits, equipment, fuel, materials and any other related expenses necessary to provide the variable frequency drive (VFD), direct current drive (DCD) and electronic board repair, reconditioning, maintenance, and replacement services described herein, including equipment pick-up and delivery, for the Waste Resources Division.
- B. The Vendor shall provide the services on an "as needed" basis as requested by the City. The City will attempt to schedule the work to optimize the use of the Vendor's technicians and equipment when it is needed.
- C. The Vendor shall provide the City with an estimate, including all parts, materials, labor, and shipping costs to complete repairs, reconditioning, and test services on each unit sent for repair within five (5) business days. This estimate shall include a reasonable delivery date for the repairs, reconditioning, and test services.



- D. Vendor shall perform work on straight time, i.e., non-emergency, unless otherwise noted. Overtime, weekend, or holiday work shall only be performed at the City's direction.
- E. Vendor shall make available a detailed report of repairs for all equipment that has been sent for repair and maintain a history for each piece of equipment. This information shall be maintained in a manner that is available to the City for review on line at any time.
- F. Vendor shall make available on-line a tracking system of the all the equipment that has been sent for repair to allow the City the ability to check the status of the repair at any time.

### **2.2.2 Vendor Services**

- A. Variable Frequency Drive and Direct Current Drive Repair, Reconditioning, and/or Replacement
  1. The Vendor shall provide pickup and delivery transportation services for all variable frequency drives, and direct current drives to be repaired, reconditioned or replaced. No drive shall be picked up without being assigned a unique identifier to allow the City to track status of repair.
  2. The Vendor shall provide factory trained technicians to come on site at the various sites to trouble shoot and inspect the variable frequency drives (VFD) and direct current drives (DCD). The Vendor shall recommend whether it will be necessary to remove the VFD or DCD to the Vendor's shop for further evaluation.
  3. The Vendor shall disassemble, inspect, and/or test each VFD or DCD upon receipt at the Vendor's shop. All of the electrical and mechanical components of each VFD or DCD shall be evaluated. Upon completion of this inspection, the Vendor shall prepare for the City an estimate of the cost to repair, recondition, or replace the VFD or DCD. The City will provide the Vendor with a decision to proceed with the repair and reconditioning or replacement of the VFD or DCD.
  4. The Vendor shall electrically repair, recondition, and test the VFD or DCD in accordance with manufacturers' operation and maintenance manuals. The Vendor shall provide a certification upon completion of the work that the repair, reconditioning, and testing have been performed in accordance with the manufacturers' operation and maintenance manuals.
  5. If the decision of the City is to replace the VFD or DCD, the Vendor shall provide a replacement VFD or DCD at the Vendor's cost plus the percent mark-up allowed by the Contract. Labor charges incurred during the inspection / testing shall be charged at the contract rate if the decision is to replace it.
  6. The vendor will provide onsite installation of VFDs or DCDs when requested and be present at startup to certify the VFD or DCD
- B. Electronic Board Repair, Reconditioning, and/or Replacement

1. The Vendor shall provide pickup and delivery transportation services for all boards to be repaired, reconditioned or replaced. No board shall be picked up without being assigned a unique identifier to allow the City to track status of repair.
2. The Vendor shall provide factory trained technicians to come on site at the various sites to trouble shoot and inspect the electronic boards. The Vendor shall recommend whether it will be necessary to remove the electronic boards to the Vendor's shop for further evaluation.
3. The Vendor shall disassemble, inspect, and/or test each electronic board upon receipt at the Vendor's shop. All of the electrical and mechanical components of each electronic board shall be evaluated. Upon completion of this inspection, the Vendor shall prepare for the City an estimate of the cost to repair, recondition, or replace the electronic boards. The City will provide the Vendor with a decision to proceed with the repair and reconditioning or replacement of the electronic boards.
4. The Vendor shall electrically repair, recondition, and test the electronic boards in accordance with manufacturers' operation and maintenance manuals. The Vendor shall provide a certification upon completion of the work that the repair, reconditioning, and testing have been performed in accordance with the manufacturers' operation and maintenance manuals.
5. If the decision of the City is to replace the electronic boards, the Vendor shall provide a replacement electronic board at the Vendor's cost plus the percent mark-up allowed by the Contract. Labor charges incurred during the inspection / testing shall be charged at the contract rate if the decision is to replace it.

### **2.2.3 City Supplied Services**

The City will provide the following services;

1. Provide reasonable access to City facilities.
2. Provide assistance to load VFDs or DCDs onto Vendor's trucks.

### **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. During the term of this contract the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
  - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer."
  - b. Seek and maintain contracts with minority groups and human relations organizations as available.

- c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities
  - d. Use only recruitment sources which state in writing that they practice equal opportunity. Advise all recruitment sources that qualified minority group members and women will be sought for consideration for all positions when vacancies occur.
5. Minority statistics are subject to audit by City of Chattanooga staff or other governmental agency.
  6. The Contractor agrees to notify the City of Chattanooga of any claim or investigation by State or Federal agencies as to discrimination.

  
\_\_\_\_\_  
(Signature of Contractor)

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

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

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

By submission of this bid, each proposer and each person signing on behalf of any proposer 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 proposer is not on the list created pursuant to § 12-12-106.

(SIGNED)

*Bill Bowling*

(PRINTED NAME)

*Bill Bowling*

(BUSINESS NAME)

*Rome Electric Motors*

(DATE)

*6-12-19*

# REFERENCE

## Rome Electric Motor Works, inc

Phone #  
(706) 232-4483

36 Westside Industrial Blvd.  
Rome, Georgia 30165

Fax #  
(706) 232-2071

A/R# 242  
MOCCASIN BEND WASTE TREATMENT  
455 MOCCASIN BEND RD  
CHATTANOOGA, TN 37405

Date: 06/12/2019

### B. Experience

- 1. Rome Electric was founded in the year 1945. We have been selling and repairing drives for the past 40 years.**
- 2. We have a fully stocked electronics lab capable of repairing electronics of all types, and any size.**
- 3. We have four full time employees that have experience repairing electronics for over thirty years each. Three of the employees have been with Rome Electric for over twenty years.**
- 4. Even though we have experience repairing any manufacturer's drive, we are not a factory authorized repair and reconditioning shop.**
- 5. We are a factory authorized distributor for Siemens, TECO-Westinghouse, Control Techniques, Emerson, AC Tech/Lenze, Baldor, LEESON, WEG, and Bardac.**
- 6. We have the experience repairing electronic boards, but we are not a factory authorized repair and reconditioning shop.**
- 7. We are a factory authorized distributor for Siemens, TECO-Westinghouse, Control Techniques, Emerson, AC Tech/Lenze, Baldor, LEESON, WEG, and Bardac.**

# REFERENCE

## Rome Electric Motor Works, inc

Phone #  
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A/R# 242  
MOCCASIN BEND WASTE TREATMENT  
455 MOCCASIN BEND RD  
CHATTANOOGA, TN 37405

Date: 06/12/2019

Customer Order No.

Order Date: 06/12/2019		Salesperson: 12		Terms: NET 30 DAYS		
Line #	Order	Ship'd	B-Or'd	Description	Unit Price	Extension
1				REFERENCES PRIMEX PLASTICS-GARY WECKENMAN-702-346-7100		
2				REFERENCES TIP TOP POLLTRY-JOHNNY SISSON- (770) 684-5215		
3				REFERENCES MOUNT VERNON MILLS-BRAD VINEYARD-(706) 734-2311		
4				REFERENCES WNA-KELVIN LOVINGOOD-(423) 400- 4782		
5				REFERENCES TOYO TIRE-SUSAN WOOD-770-382- 6199		

Net Amount	0.00
Inbound Freight	0.00
Outbound Freight	0.00
Sales Tax 0.00 %	0.00
<b>Total Amount</b>	<b>0.00</b>

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 19-JUN-19 at 2:00 PM

**BID NUMBER:** 305562

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

**SEALED BIDS**

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition No.: 185730 Bid No.: 305562 Ordering Dept.: Waste Resources Buyer: Amanda Berkowitz Phone No.: (423) 643-7233 Email: aberkowitz@chattanooga.gov  Items Being Purchased: Variable Frequency Drives, Direct Current Drives, & Electronic Board Services  ATTACHMENTS: Specifications (5 pgs) Affirmative Action Plan (1 pg) Iran Divestment Act (1 pf) No Contact/No Advocacy Affidavit (1pg) 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 Variable Frequency Drives, Direct Current Drives, & Electronic Board Services 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  QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT.  *** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON JUNE 19, 2019 ***  NOTE: ALL BIDS MUST BE SIGNED All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated  Any manufacturers 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*					



# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
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Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Company Name: <u>Remco</u> Address: <u>1066 N. Hall Rd.</u> <u>Alcoa, TN 37701</u> Phone/Toll-Free No. <u>(865) 983-5550</u> Fax No. <u>(865) 977-5452</u> eMail Address: <u>Chirkland@remco.com</u> Contact Person's Name: <u>Chad Kirkland</u> Estimated Delivery: _____ Minority-Owned Business _____ Small Business <input checked="" type="checkbox"/> 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: Above

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

COMPANY: Remco  
 SIGNATURE: [Signature]  
 NAME AND TITLE: Robert R. Rouse  
President

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
19-JUN-19 at 2:00 PM

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Labor, repair / recondition / maintenance	1500	Hour	<u>65.<sup>00</sup></u>	<u>97,500</u>
2	Labor, repair / recondition / maintenance, overtime	300	Hour	<u>97.<sup>50</sup></u>	<u>29,250</u>
3	Labor, repair / recondition / maintenance, Holiday	150	Hour	<u>97.<sup>50</sup></u>	<u>14,625</u>
4	Labor, Field Service	1000	Hour	<u>75.<sup>00</sup></u>	<u>75,000</u>
5	Labor, Field Service, overtime	300	Hour	<u>100.<sup>00</sup></u>	<u>30,000</u>
6	Labor, Field Service, Holiday	150	Hour	<u>100.<sup>00</sup></u>	<u>15,000</u>
7	Repair parts and material markup; <u>15</u> %	1	Each	---	---
8	Replacement VFD markup; <u>10</u> %	1	Each	---	---
9	Replacement DCD markup; <u>10</u> %	1	Each	---	---
10	Replacement electronic board markup; <u>10</u> %	1	Each	---	---

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

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

TERMS OF PAYMENT

NET 30

TELEPHONE NUMBER:

865-983-5550

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

COMPANY: Remco

SIGNATURE

NAME AND TITLE

Robert Recheval  
President



Here at Remco we offer a variety of electrical and mechanical repair and maintenance services. We are locally owned and operated, and have serviced the marketplace since 1965. We run a two-shift operation, and are available 24/7/365. We are a company built on great service and reliability. We realize that we are a service industry and it is our goal to be a great partner with you, an extension of your own maintenance department and not just a shop that repairs your components.

A few of the items that we repair are:

- Variable frequency Drives
- DC Drives
- Printed circuit boards
- Touchscreens
- A variety of industrial electronics
- Ac motors (low and medium voltage)
- Dc motors
- Gearboxes
- Generators
- Transformers
- Hoist and cranes

For service or sales contact Chad Kirkland 865-640-4059

[ckirkland@remco1.com](mailto:ckirkland@remco1.com)



## Electronic Repair References

### Air Components and Systems

3200 NW Park Dr, Knoxville, TN 37921

865-938-2275

Contact: David Joy

### Republic Plastics

5316 S National Dr, Knoxville, TN 37914

865-637-7732

Contact: David Crouse

### PolyOne Corporation

245 Avecor Dr, Vonore, TN 37885

423-884-6625

Contact: Ken Oliver



City of Alcoa

302 Sam Houston School Rd, Maryville, TN 37804

865-981-1849

Contact: TJ Emory

Maryville College

502 E Lamar Alexander Pkwy, Maryville, TN 37804

865-740-2742

Contact: Reggie Daily



**AC/DC MOTOR DRIVES SERVICES**

**865-983-5550**

**AC/DC DRIVE REPAIR/TROUBLESHOOTING**

**“IN HOUSE” DRIVE/MOTOR CONTROL  
REPAIR**

**“IN HOUSE” PRINTED CIRCUIT BOARD  
REPAIR**

**PLC PROGRAMING, TROUBLESHOOTING  
AND REPAIR**

**NEW MOTOR DRIVES, CONTROLS,  
STARTER, SWITCHGEAR AND CONTACTOR  
SALES**

**FACTORY AUTHORIZED DRIVE REPAIR  
CENTER FOR GE, ABB, RELIANCE, AB,  
TOSHIBA, TECO/WESTINGHOUSE, FINCOR,  
UNICO, GETTYS**



865-983-5550

P.O. BOX 480  
1066 N. Hall Rd.

Alcoa, TN 37701  
(865)983-5550  
(865)977-5452

## WE ARE NOT JUST YOUR BEST OPTION FOR REPAIR BUT NEW PRODUCTS ALSO !!!!

<u>PRODUCTS</u>	<u>MANUFACTURER</u>
<u>AC/DC DRIVES</u>	TECO-WESTINGHOUSE, TOSHIBA SIEMENS, BENSHAW, ABB
<u>MOTOR CONTROL/STARTERS</u>	SIEMENS-FURNAS, MAGNETEK
<u>AC ELECTRIC MOTORS</u> Crusher Duty Brake Motors Wash-Down Automotive Duty / Design D	TECO-WESTINGHOUSE, SIEMENS, GE, RELIANCE, MARATHON, U.S., MAGNETEK, BALDOR, AO SMITH WORLDWIDE, ORIENTAL, LEESON
<u>DC ELECTRIC MOTORS</u>	RELIANCE, GE, BALDOR, LEESON
<u>SERVO/STEPPER MOTORS</u>	PACIFIC SCIENTIFIC, SIEMENS BAUMULLER, SANYO-DENKI GETTYS, BODINE, INDRAMAT
<u>GEAR BOXES</u>	SEW-EURODRIVE, BOSTON GEAR US VARIDRIVE, ELECTRA-GEAR FOOTE-JONES, LEESON, BALDOR DODGE-RELIANCE
<u>BRAKES</u>	MAGPOWR, STEARNS, BINDER, SHIMPO, DINGS, WARNER
<u>CARBON BRUSHES</u>	HELWIG, NATIONAL CARBON, CARBONE OF AMERICA
<u>INDUSTRIAL CIRCUIT BREAKERS</u>	A/C PRO KITS, RETROFIT KITS
<u>BREAKERS ACCESSORIES</u>	Shunt Trips, Auxiliary Switches, Bell Alarms
<u>MOTOR CONTROLS</u>	MCC, Feeder Buckets, Contactors
<u>TRANSFORMERS</u>	Siemens, ABB, General Electric

FOR ALL OF YOU SPECIALTY MOTOR AND CIRCUIT PROTECTION NEEDS !

NEW PRODUCT SALES WITH SERVICE

Bryan Shifley – Inside Sales Specialist (e-mail) [bshifley@remco1.com](mailto:bshifley@remco1.com)

# REMCO

**STEADFAST SERVICE  
AROUND THE CLOCK**

Electrical and Mechanical Maintenance

## 24 Hour Emergency Service

**865 983 5550**

**T.V.A. & U.L APPROVED  
MOTOR REPAIR FACILITY**



**TWO SHIFT OPERATION**

[www.remco1.com](http://www.remco1.com)

**1066 N. Hall Rd.  
P.O. Box 480  
Alcoa, TN 37701  
FAX 865 977 5452**

### Services

#### **AC/DC MOTOR AND GENERATOR REPAIR**

REDESIGN AND EVALUATION, VPI CAPABILITY,  
TOTAL MACHINE SHOP CAPABILITIES, BEARING  
REBABBITING, FULL LOAD TESTING

#### **PUMP & MECHANICAL REPAIR**

PUMP, GEARBOX, TURBINE REBUILDING AND RESALE

#### **PREDICTIVE/PREVENTIVE MAINTENANCE**

VIBRATION ANALYSIS, MOTOR CIRCUIT ANALYSIS

#### **FIELD SERVICES**

LASER ALIGNMENT, DYNAMIC BALANCING,  
EQUIPMENT REMOVAL AND INSTALLATION,  
SWITCHGEAR, RELAY TESTING, BREAKER RETROFITS

#### **TRANSFORMER REPAIR AND RESALE**

REPAIR AND RESALE OF TRANSFORMERS

#### **NEW EQUIPMENT SALES**

BALDOR/RELIANCE, SIEMENS, G.E., TECO,  
MARATHON, U.S. MAGNETEK, DEMPSTER PUMPS,  
HELWIG CARBON AND MANY MORE

### Emergency Phone Numbers

**Bob Receveur  
President  
865 216 4442**

**Bryan Shifley  
Inside Sales  
865 274 3955**

**David Coope  
Sales & Technical Support  
865 660 6207**

**Glen Davidson  
Shop Superintendent  
865 806 3661**

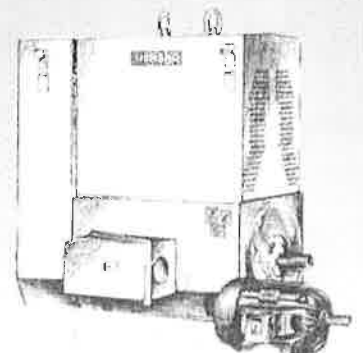
*Facts about  
REMCO*

Locally owned  
and operated

Servicing the marketplace  
since 1965

**TECO**  **Westinghouse**

**BALDOR**  
BALDOR • DOUGE • RELIANCE





**SPECIFICATIONS FOR BLANKET CONTRACT FOR  
REPAIR, RECONDITION, MAINTENANCE, AND REPLACEMENT OF  
VARIABLE FREQUENCY DRIVES,  
DIRECT CURRENT DRIVES, AND ELECTRONIC BOARDS  
FOR THE WASTE RESOURCES DIVISION  
CITY OF CHATTANOOGA, TENNESSEE  
May, 2019**

**1.0 GENERAL**

**1.1 SCOPE OF SERVICES**

The Scope of Services included in these Specifications shall be for all labor, benefits, equipment, fuel, and any other related expenses necessary to provide repair, recondition, maintenance, and replacement of variable frequency drive (VFD), direct current drive (DCD) and electronic board repair services for the WASTE RESOURCES DIVISION including the Moccasin Bend Wastewater Treatment Plant (MBWWTP), 455 Moccasin Bend Road, Chattanooga, Tennessee 37405, and all Pump Stations

It is the responsibility of each bidder to be familiar with and have a working knowledge of all types, sizes, and quantities of variable frequency drive (VFD), direct current drive (DCD) and electronic board repair services as well as understand any peculiar circumstances which may be associated with the servicing of these units.

**1.2 BASIS OF BIDDING**

The labor cost shall include any and all, costs for wages, benefits, indirect costs, overhead and profit, insurance, taxes, travel, and any other related direct or indirect cost. The cost per hour shall be for the services of one (1) operator and any and all equipment necessary to perform the work described herein.

Parts and materials required for the work but not described herein will be invoiced by the Vendor at cost plus a percent mark-up.

Replacement VFDs, DCD, and Electric Boards will be invoiced by the Vendor at a cost plus a percent mark-up.

The Vendor shall provide hourly rates for overtime / holiday rates for the various work described herein.

The Vendor shall provide hourly rates and overtime / holiday rates for Field Service.

**1.3 References and Experience**

**A. References**

1. The Vendor shall submit a list of five (5) customers for whom the Vendor has performed variable frequency drive (VFD), direct current drive (DCD) and electronic board repair services during the past three (3) years and provided labor and equipment and materials to perform similar services.
2. The list shall include names, addresses, telephone numbers, and contact person who is knowledgeable of services provided.

B. Experience

1. The Vendor shall submit a brief company history of providing the specified services.
2. The Vendor shall provide a brief description of its service facilities and the work performed there.
3. The Vendor shall provide a description of its work force including number of skilled personnel and their length of service with the company.
4. The Vendor shall provide a list of variable frequency drive (VFD) and direct current (DCD) drive companies for whom it serves as a factory authorized repair and reconditioning shop.
5. The Vendor shall provide a list of variable frequency drive (VFD) and direct current (DCD) drive companies for whom it serves as a factory authorized distributor.
6. The Vendor shall provide a list of electronic board companies for whom it serves as a factory authorized repair and reconditioning shop.
7. The Vendor shall provide a list of electronic board companies for whom it serves as a factory authorized distributor.

#### 1.4 WARRANTY

A. Variable Frequency Drive and Direct Current Drive Repair, Reconditioning, and/or Replacement

The Vendor shall warrant and guarantee the work performed for a period of one (1) year following delivery of the work to the City. The work shall be guaranteed and warranted against defective workmanship and materials. Replacement VFDs shall have a five (5) year warranty from startup date and shall have certified startup.

B. Electronic Board Repair, Reconditioning, and/or Replacement

The Vendor shall warrant and guarantee the work performed for a period of ninety (90) days following delivery of the work to the City. New electronic boards shall be warranted for one (1) year after delivery to the City. The work shall be guaranteed and warranted against defective workmanship and materials.

## **2.0 SERVICES AND OTHER REQUIREMENTS**

### **2.1 GENERAL**

#### **2.1.1 Sole Vendor**

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

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

All of the services provided by the Vendor shall be completed in a good and workmanlike manner. All services provided shall be in compliance with all applicable statutes, rules, ordinances and regulations of, but not limited to, the USEPA, TDOT, OSHA, and any similar federal, state, and local laws or regulations applicable to the Vendor or to the services described herein.

The Vendor's personnel shall comply with all City, Waste Resources Division, and Moccasin Bend WWTP work rules and regulations when on site.

#### **2.1.3 Inspection**

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

## **2.2 DESCRIPTION OF CONTRACTED SERVICES**

### **2.2.1 General**

- A. The Vendor shall provide all labor, benefits, equipment, fuel, materials and any other related expenses necessary to provide the variable frequency drive (VFD), direct current drive (DCD) and electronic board repair, reconditioning, maintenance, and replacement services described herein, including equipment pick-up and delivery, for the Waste Resources Division.
- B. The Vendor shall provide the services on an "as needed" basis as requested by the City. The City will attempt to schedule the work to optimize the use of the Vendor's technicians and equipment when it is needed.
- C. The Vendor shall provide the City with an estimate, including all parts, materials, labor, and shipping costs to complete repairs, reconditioning, and test services on each unit sent for repair within five (5) business days. This estimate shall include a reasonable delivery date for the repairs, reconditioning, and test services.

- D. Vendor shall perform work on straight time, i.e., non-emergency, unless otherwise noted. Overtime, weekend, or holiday work shall only be performed at the City's direction.
- E. Vendor shall make available a detailed report of repairs for all equipment that has been sent for repair and maintain a history for each piece of equipment. This information shall be maintained in a manner that is available to the City for review on line at any time.
- F. Vendor shall make available on-line a tracking system of the all the equipment that has been sent for repair to allow the City the ability to check the status of the repair at any time.

### **2.2.2 Vendor Services**

- A. Variable Frequency Drive and Direct Current Drive Repair, Reconditioning, and/or Replacement
  - 1. The Vendor shall provide pickup and delivery transportation services for all variable frequency drives, and direct current drives to be repaired, reconditioned or replaced. No drive shall be picked up without being assigned a unique identifier to allow the City to track status of repair.
  - 2. The Vendor shall provide factory trained technicians to come on site at the various sites to trouble shoot and inspect the variable frequency drives (VFD) and direct current drives (DCD). The Vendor shall recommend whether it will be necessary to remove the VFD or DCD to the Vendor's shop for further evaluation.
  - 3. The Vendor shall disassemble, inspect, and/or test each VFD or DCD upon receipt at the Vendor's shop. All of the electrical and mechanical components of each VFD or DCD shall be evaluated. Upon completion of this inspection, the Vendor shall prepare for the City an estimate of the cost to repair, recondition, or replace the VFD or DCD. The City will provide the Vendor with a decision to proceed with the repair and reconditioning or replacement of the VFD or DCD.
  - 4. The Vendor shall electrically repair, recondition, and test the VFD or DCD in accordance with manufacturers' operation and maintenance manuals. The Vendor shall provide a certification upon completion of the work that the repair, reconditioning, and testing have been performed in accordance with the manufacturers' operation and maintenance manuals.
  - 5. If the decision of the City is to replace the VFD or DCD, the Vendor shall provide a replacement VFD or DCD at the Vendor's cost plus the percent mark-up allowed by the Contract. Labor charges incurred during the inspection / testing shall be charged at the contract rate if the decision is to replace it.
  - 6. The vendor will provide onsite installation of VFDs or DCDs when requested and be present at startup to certify the VFD or DCD
- B. Electronic Board Repair, Reconditioning, and/or Replacement

1. The Vendor shall provide pickup and delivery transportation services for all boards to be repaired, reconditioned or replaced. No board shall be picked up without being assigned a unique identifier to allow the City to track status of repair.
2. The Vendor shall provide factory trained technicians to come on site at the various sites to trouble shoot and inspect the electronic boards. The Vendor shall recommend whether it will be necessary to remove the electronic boards to the Vendor's shop for further evaluation.
3. The Vendor shall disassemble, inspect, and/or test each electronic board upon receipt at the Vendor's shop. All of the electrical and mechanical components of each electronic board shall be evaluated. Upon completion of this inspection, the Vendor shall prepare for the City an estimate of the cost to repair, recondition, or replace the electronic boards. The City will provide the Vendor with a decision to proceed with the repair and reconditioning or replacement of the electronic boards.
4. The Vendor shall electrically repair, recondition, and test the electronic boards in accordance with manufacturers' operation and maintenance manuals. The Vendor shall provide a certification upon completion of the work that the repair, reconditioning, and testing have been performed in accordance with the manufacturers' operation and maintenance manuals.
5. If the decision of the City is to replace the electronic boards, the Vendor shall provide a replacement electronic board at the Vendor's cost plus the percent mark-up allowed by the Contract. Labor charges incurred during the inspection / testing shall be charged at the contract rate if the decision is to replace it.

### **2.2.3 City Supplied Services**

The City will provide the following services;

1. Provide reasonable access to City facilities.
2. Provide assistance to load VFDs or DCDs onto Vendor's trucks.

## 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. During the term of this contract the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
  - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer."
  - b. Seek and maintain contracts with minority groups and human relations organizations as available.

- c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities
  - d. Use only recruitment sources which state in writing that they practice equal opportunity. Advise all recruitment sources that qualified minority group members and women will be sought for consideration for all positions when vacancies occur.
5. Minority statistics are subject to audit by City of Chattanooga staff or other governmental agency.
6. The Contractor agrees to notify the City of Chattanooga of any claim or investigation by State or Federal agencies as to discrimination.



(Signature of Contractor)



(Title and Name of Company)



(Date)

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

By submission of this bid, each proposer and each person signing on behalf of any proposer 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 proposer is not on the list created pursuant to § 12-12-106.

(SIGNED)



(PRINTED NAME)

Robert J. Revere

(BUSINESS NAME)

REAR CO

(DATE)

6/18/19



No Contact/No Advocacy Affidavit

City of Chattanooga  
Purchasing Division

**For Submission with Sealed RFP, RFQ, Sealed Bid Responses:**

State of TN

County of Blount

Remco (Robert Receveur) (agent name), being first duly sworn, deposes and says that:

(1) He/She is the owner, partner, officer, representative, or agent of Remco  
(business name), the Submitter of the attached sealed solicitation  
response to Solicitation # 305502 :


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

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

**NO ADVOCATING POLICY:** To ensure the integrity of the review and evaluation process, companies and/or individuals submitting 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:

  
Title: President

Printed Name:

Robert J. Receveur

Subscribed and sworn to before me this 18 day of June

Notary Public:

Cynthia Greene

My commission expires:

April 29, 2023





# City of Chattanooga

Mayor Andy Berke

June 26, 2019

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

**Subject: 185624 / 305557 – Auto Glass; Windshield, Installation & Replacement –  
Fleet Management Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to issue a blanket contract for Auto Glass Replacement, Fleet Management Division, Public Works Department. The contract will be for twelve (12) months with the option for two (2) additional twelve (12) month terms. The estimated annual expenditure for this contract is \$135,000.

The invitation to bid was sent to seven (7) vendors as well as formally advertised. Bids were received from two (2) vendors shown below. Bids are retained on file in the Purchasing Office for your review upon request.

Vendors

Aaron's Auto Glass  
Auto Glass of America

I recommend awarding the blanket contracts for Auto Glass; Windshield, Installation & Replacement to Aaron's Auto Glass, as the best complete bid meeting specifications for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments

**Lee-Smith Inc.**  
2600 8<sup>th</sup> Avenue  
Chattanooga, TN 37407

**Abra Auto Body & Glass**  
2120 Chapman Road  
Chattanooga, TN 37421

**Auto Glass of America**  
5904 Lee Hwy  
Chattanooga, TN 37421

**Binswanger Glass**  
3808 Amnicola Hwy  
Chattanooga, TN 37406

**Safelite Auto Glass**  
4823 Bonny Oaks Drive  
Chattanooga, TN 37416

**Aaron's Auto Glass**  
PO Box 727  
Hixson, TN 37343

**Hubbach Glass Company, Inc**  
1855 Central Avenue  
Chattanooga, TN 37408

Requisition:	185624		Aaron's Auto Glass			Auto Glass of America		
Bid #:	305557							
Description:	Auto Glass; Windshield, Installation & Replacement							
Item #	Item Description	UOM	Unit Price	Qty.	Extended Price	Unit Price	Qty.	Extended Price
1	2008 - Up Chevrolet Malibu	Each	\$ 87.00	1	\$ 87.00	\$ 251.90	1	\$ 251.90
2	1995 - 2003 Chevrolet Silverado 1500	Each	\$ 67.00	2	\$ 134.00	\$ 108.63	2	\$ 217.26
3	2004 - 2007 Chevrolet Silverado 1500	Each	\$ 65.00	3	\$ 195.00	\$ 108.63	3	\$ 325.89
4	2007 - 2014 Chevrolet Tahoe	Each	\$ 68.00	4	\$ 272.00	\$ 125.79	4	\$ 503.16
5	2005 - 2009 Chevrolet Trailblazer	Each	\$ 73.00	2	\$ 146.00	\$ 123.39	2	\$ 246.78
6	2016 - Up Dodge Grand Caravan	Each	\$ 88.00	3	\$ 264.00	\$ 187.91	3	\$ 563.73
7	1992 - 2011 Ford Crown Victoria	Each	\$ 79.00	12	\$ 948.00	\$ 149.85	12	\$ 1,798.20
8	2003 - 2005 Ford E-250, E-350, E-450	Each	\$ 83.00	3	\$ 249.00	\$ 148.25	3	\$ 444.75
9	2006 - 2008 Ford E-250, E-350, E-450	Each	\$ 83.00	3	\$ 249.00	\$ 148.25	3	\$ 444.75
10	2009 - 2014 Ford E-250, E-350, E-450	Each	\$ 83.00	3	\$ 249.00	\$ 148.25	3	\$ 444.75
11	2001 - 2007 Ford Escape	Each	\$ 72.00	1	\$ 72.00	\$ 187.80	1	\$ 187.80
12	2008 - 2012 Ford Escape	Each	\$ 91.00	25	\$ 2,275.00	\$ 256.33	25	\$ 6,408.25
13	2013 - Up Ford Escape	Each	\$ 119.00	40	\$ 4,760.00	\$ 381.37	40	\$ 15,254.80
14	2003 - 2006 Ford Expedition	Each	\$ 69.00	2	\$ 138.00	\$ 153.70	2	\$ 307.40
15	1995 - 2006 Ford Explorer	Each	\$ 72.00	5	\$ 360.00	\$ 111.43	5	\$ 557.15
16	2007 - 2010 Ford Explorer	Each	\$ 94.00	60	\$ 5,640.00	\$ 145.92	60	\$ 8,755.20
17	2011 - Up Ford Explorer	Each	\$ 128.00	60	\$ 7,680.00	\$ 279.68	60	\$ 16,780.80
18	1997 - 2004 Ford F-150	Each	\$ 69.00	9	\$ 621.00	\$ 153.70	9	\$ 1,383.30
19	2005 - 2008 Ford F-150	Each	\$ 78.00	10	\$ 780.00	\$ 119.76	10	\$ 1,197.60
20	2009 - Up Ford F-150	Each	\$ 84.00	80	\$ 6,720.00	\$ 151.58	80	\$ 12,126.40
21	2001 - 2007 Ford F-250, F-350 Super Duty Trucks	Each	\$ 72.00	16	\$ 1,152.00	\$ 126.06	16	\$ 2,016.96
22	2008 - Up Ford F-250, F-350 Super Duty Trucks	Each	\$ 72.00	60	\$ 4,320.00	\$ 139.89	60	\$ 8,393.40
23	1991 - 1997 Ford F-350, F-450, F-550, F-750	Each	\$ 70.00	3	\$ 210.00	\$ 121.30	3	\$ 363.90
24	1999 - 2002 Ford F-350, F-450, F-550, F-750	Each	\$ 72.00	5	\$ 360.00	\$ 132.96	5	\$ 664.80
25	2003 - 2007 Ford F-350, F-450, F-550, F-750	Each	\$ 72.00	10	\$ 720.00	\$ 126.06	10	\$ 1,260.60
26	2008 - Up Ford F-350, F-450, F-550, F-750	Each	\$ 72.00	20	\$ 1,440.00	\$ 139.89	20	\$ 2,797.80
27	2008 - 2011 Ford Focus	Each	\$ 97.00	20	\$ 1,940.00	\$ 134.86	20	\$ 2,697.20
28	2012 - Up Ford Focus	Each	\$ 102.00	30	\$ 3,060.00	\$ 273.16	30	\$ 8,194.80
29	2007 - 2009 Ford Fusion	Each	\$ 94.00	1	\$ 94.00	\$ 154.77	1	\$ 154.77
30	2011 - Up Ford Fusion	Each	\$ 94.00	100	\$ 9,400.00	\$ 200.04	100	\$ 20,004.00
31	1998 - 2013 Ford Ranger	Each	\$ 66.00	10	\$ 660.00	\$ 115.72	10	\$ 1,157.20
32	2014 - Up Ford Ranger	Each	Mexico Only - None Available (Will Research)	1	\$ -	\$ 115.72	1	\$ 115.72
33	2002 - 2008 Ford Taurus	Each	\$ 70.00	10	\$ 700.00	\$ 162.94	10	\$ 1,629.40
34	2012 - 2014 Ford Taurus	Each	\$ 109.00	80	\$ 8,720.00	\$ 186.48	80	\$ 14,918.40
35	2015 - Up Ford Taurus	Each	\$ 109.00	5	\$ 545.00	\$ 186.48	5	\$ 932.40
36	2010 - 2014 Ford T-150, T-250, T-350	Each	Mexico Only - None Available	1	\$ -	Call	1	\$ -
37	2015 - Up Ford T-150, T-250, T-350	Each	\$ 159.00	20	\$ 3,180.00	Call	20	\$ -
38	1994 - 2003 International Ambulance	Each	\$ 66.00	1	\$ 66.00	Call	1	\$ -
39	2004 - Up International Ambulance	Each	\$ 128.00	10	\$ 1,280.00	Call	10	\$ -
40	1994 - 2001 Jeep Cherokee	Each	\$ 64.00	5	\$ 320.00	\$ 122.05	5	\$ 610.25
41	2016 - Up Jeep Cherokee	Each	\$ 77.00	2	\$ 154.00	\$ 283.94	2	\$ 567.88
42	2011 - Up Nissan Maxima	Each	\$ 95.00	1	\$ 95.00	\$ 190.82	1	\$ 190.82
43	2001 - 2004 Toyota Prius	Each	\$ 120.00	1	\$ 120.00	\$ 129.03	1	\$ 129.03
44	2005 - Up Toyota Prius	Each	\$ 88.00	2	\$ 176.00	\$ 131.42	2	\$ 262.84
45	2012 Volkswagen Passat TDI	Each	\$ 129.00	1	\$ 129.00	\$ 241.48	1	\$ 241.48
46	Fire Truck One-Piece Front Windshield	Each	\$ 80.00	24	\$ 1,920.00	Call	24	\$ -
47	Fire Truck Two-Piece Front Windshield	Each	\$ 60.00	40	\$ 2,400.00	Call	40	\$ -
48	Chip Repair	Each	\$ 40.00	55	\$ 2,200.00	\$ 75.00	55	\$ 4,125.00
49	Installation & Labor Ambulance	Each	\$ 60.00	11	\$ 660.00	Call	11	\$ -
50	Installation & Labor Back Glass Transfer Due to Accident	Each	\$ 60.00	100	\$ 6,000.00	Call	100	\$ -
51	Installation & Labor Fire Truck One-Piece Front Windshield	Each	\$ 80.00	24	\$ 1,920.00	Call	24	\$ -
52	Installation & Labor Fire Truck Two-Piece Front Windshield	Each	\$ 60.00	40	\$ 2,400.00	Call	40	\$ -
53	Installation & Labor Fire Trucks	Each	\$ 60.00	10	\$ 600.00	Call	10	\$ -
54	Installation & Labor Heavy Duty Trucks	Each	\$ 60.00	38	\$ 2,280.00	Call	38	\$ -
55	Installation & Labor Light Duty Trucks, Sedans, Vans & SUVs	Each	\$ 60.00	705	\$ 42,300.00	Call	705	\$ -
Totals:					133,360.00			139,628.52

Date: June 4, 2019

Requisition No.: 185624

**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 June 19, 2019*

**Requisition / Bid No.: R185624 / 305557  
Ordering Dept.: Fleet Management Division, Public Works  
Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov**

\*\*\*\*\*

**Items Being Purchased: Auto Glass; Windshield, Installation & Replacement**

\*\*\*\*\*

**\*\*\*REQUEST FOR BIDS MUST BE RECEIVED\*\*\*  
2:00 P.M., EST on June 19, 2019**

\*\*\*\*\*

**\*\*\*PRE-BID CONFERENCE WILL BE CONDUCTED\*\*\*  
10:00 A.M., EST on June 11, 2019**

\*\*\*\*\*

**The City of Chattanooga reserves the right to reject any and/or all proposals,  
waive any informalities 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: Aaron's Auto Glass

Mailing Address: P.O. Box 727

City & Zip Code: Hixson TN 37343

Phone/Toll Free No.: (423) 364-2623

Fax No.: (423) 875-4453

E-Mail Address: bilbo10@comcast.net

Contact Person: MIKE ALLEN

Company Title: owner

Signature: Mark Allen

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 19-JUN-19 at 2:00 PM

**BID NUMBER: 305557**

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

SEALED BIDS

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 185624 / 305557 Ordering Dept.: Fleet Management, Public Works Buyer: Mark McKeel Phone No.: 423-643-7236					
Items Being Purchased: Auto Glass; Windshield, Installation, Replacement & Labor					
<b>ATTACHMENTS:</b> 1. Specifications (2 pages) 2. Affirmative Action Plan (2 pages) 3. Iran Divestment Act Disclosure (1 page) 4. 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.					
<b>NOTE:</b> A Pre-Bid Conference will be held June 11, 2019 at 10:00 AM, at City Hall, Purchasing Conference Room 101 East 11th Street, Suite G13, Chattanooga, TN 37402. Attendance at the Pre-Bid is Preferred.					
This Shall Be A Twelve (12) Month Blanket Contract To Supply the City of Chattanooga. Fleet Management Division with Auto Glass; Windshield, Installation & Replacement					
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					
QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT.					
*** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON JUNE 19, 2019 ***					
PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (305557) ON OUTSIDE PACKAGING					
PLEASE DO NOT EMAIL BIDS					
**** Vendor Shall Hold Prices Firm for First (1st) Year of Contract ****					
<b>Price Escalation Clause:</b> 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					
<b>NOTE:</b> 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> 19-JUN-19 at 2:00 PM  <b>BID NUMBER: 305557</b>
<b>BUYER:</b> 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.

<b>V E N D O R</b>	RFQ
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<b>M A I L T O</b>	City of Chattanooga 101 East 11th Street, Suite G13 Chattanooga, TN 37402
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Item	Class-Item	Quantity	Unit	Unit Price	Total
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>Aaron's Auto Glass</u> Address <u>P.O. Box 727</u> <u>Hixson TN 37343</u> Phone/Toll-Free No <u>(423) 364-2623</u> Fax No <u>(423) 875-4453</u> eMail Address <u>bilbo10@comcast.net</u> Contact Person's Name <u>MIKE Allen</u> Estimated Delivery _____ Minority-Owned Business _____ Small Business <input checked="" type="checkbox"/> 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) 364-2623

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

COMPANY: Aaron's Auto Glass

SIGNATURE: Mike Allen

NAME AND TITLE MIKE Allen owner

# BID SOLICITATION



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

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

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**BID OPENING DATE AND TIME:**  
19-JUN-19 at 2:00 PM  
**BID NUMBER:** 305557

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	2008-up Chevrolet Malibu	1	Each	<u>87.00</u>	<u>147.<sup>00</sup></u>
2	1995-2003 Chevrolet Silverado 1500	2	Each	<u>67.<sup>00</sup></u>	<u>127.<sup>00</sup></u>
3	2004-2007 Chevrolet Silverado 1500	3	Each	<u>65.<sup>00</sup></u>	<u>125.<sup>00</sup></u>
4	2007-2014 Chevrolet Tahoe	4	Each	<u>68.<sup>00</sup></u>	<u>128.<sup>00</sup></u>
5	2005-2009 Chevrolet Trailblazer	2	Each	<u>73.<sup>00</sup></u>	<u>133.<sup>00</sup></u>
6	2016-UP Dodge Grand Caravan	3	Each	<u>88.<sup>00</sup></u>	<u>148.<sup>00</sup></u>
7	1992-2011 Ford Crown Victoria	12	Each	<u>79.<sup>00</sup></u>	<u>139.<sup>00</sup></u>
8	2003-2005 Ford E250, E350, E450	3	Each	<u>83.<sup>00</sup></u>	<u>143.<sup>00</sup></u>
9	2006-2008 Ford E250, E350, E450	3	Each	<u>83.<sup>00</sup></u>	<u>143.<sup>00</sup></u>
10	2009-2014 Ford E250, E350, E450	3	Each	<u>83.<sup>00</sup></u>	<u>143.<sup>00</sup></u>

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

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

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

COMPANY: Arsons Auto Glass

TERMS OF PAYMENT: Net 30

SIGNATURE: [Signature]

TELEPHONE NUMBER: (423) 364-2623

NAME AND TITLE: MIKE ALLEN owner



# BID SOLICITATION



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

## BID OPENING DATE AND TIME:

19-JUN-19 at 2:00 PM

BID NUMBER: 305557

## SEALED BIDS

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

## BUYER:

PHONE #: (423) 643-7230

DELIVERY REQUIRED:

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
11	2001-2007 Ford Escape	1	Each	<u>72.<sup>00</sup></u>	<u>132.<sup>00</sup></u>
12	2008-2012 Ford Escape	25	Each	<u>91.<sup>00</sup></u>	<u>151.<sup>00</sup></u>
13	2013-UP Ford Escape	40	Each	<u>119.<sup>00</sup></u>	<u>179.<sup>00</sup></u>
14	2003-2006 Ford Expedition	2	Each	<u>69.<sup>00</sup></u>	<u>129.<sup>00</sup></u>
15	1995-2006 Ford Explorer	5	Each	<u>72.<sup>00</sup></u>	<u>132.<sup>00</sup></u>
16	2007-2010 Ford Explorer	60	Each	<u>94.<sup>00</sup></u>	<u>154.<sup>00</sup></u>
17	2011-UP Ford Explorer	60	Each	<u>128.<sup>00</sup></u>	<u>188.<sup>00</sup></u>
18	1997-2004 Ford F150	9	Each	<u>69.<sup>00</sup></u>	<u>129.<sup>00</sup></u>
19	2005-2008 Ford F150	10	Each	<u>78.<sup>00</sup></u>	<u>138.<sup>00</sup></u>
20	2009-UP Ford F150	80	Each	<u>84.<sup>00</sup></u>	<u>144.<sup>00</sup></u>

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

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

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

TERMS OF PAYMENT: Net 30

TELEPHONE NUMBER: (423) 364-2623

COMPANY: Aaron's Auto Glass

SIGNATURE: Mike Allen

NAME AND TITLE: MIKE Allen owner

# BID SOLICITATION



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

### BID OPENING DATE AND TIME:

19-JUN-19 at 2:00 PM

**BID NUMBER:** 305557

### 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
21	2001-2007 Ford F250, F350 Super Duty Trucks	16	Each	<u>72.<sup>00</sup></u>	<u>132.<sup>00</sup></u>
22	2008-up Ford F250, F350 Super Duty Trucks	60	Each	<u>72.<sup>00</sup></u>	<u>132.<sup>00</sup></u>
23	1991-1997 Ford F350, F450, F550, F750	3	Each	<u>70.<sup>00</sup></u>	<u>130.<sup>00</sup></u>
24	1999-2002 Ford F350, F450, F550, F750	5	Each	<u>72.<sup>00</sup></u>	<u>132.<sup>00</sup></u>
25	2003-2007 Ford F350, F450, F550, F750	10	Each	<u>72.<sup>00</sup></u>	<u>132.<sup>00</sup></u>
26	2008-UP Ford F350, F450, F550, F750	20	Each	<u>72.<sup>00</sup></u>	<u>132.<sup>00</sup></u>
27	2008-2011 Ford Focus	20	Each	<u>97.<sup>00</sup></u>	<u>157.<sup>00</sup></u>
28	2012-UP Ford Focus	30	Each	<u>102.<sup>00</sup></u>	<u>162.<sup>00</sup></u>
29	2007-2009 Ford Fusion	1	Each	<u>94.<sup>00</sup></u>	<u>154.<sup>00</sup></u>
30	2011-UP Ford Fusion	100	Each	<u>94.<sup>00</sup></u>	<u>154.<sup>00</sup></u>

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

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

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

TERMS OF PAYMENT: Net 30

TELEPHONE NUMBER: (423) 364-2623

COMPANY: ARON'S Auto Glass

SIGNATURE: Mire Allen

NAME AND TITLE: MIRE Allen owner

# BID SOLICITATION



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

## BID OPENING DATE AND TIME:

19-JUN-19 at 2:00 PM

**BID NUMBER:** 305557

## BUYER:

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

**DELIVERY REQUIRED:**

## SEALED BIDS

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
31	1998-2013 Ford Ranger	10	Each	<u>12.60<sup>00</sup></u>	<u>126.00<sup>00</sup></u>
32	2014-UP Ford Ranger <i>Mexico only none available will Research</i>	1	Each	—	—
33	2002-2008 Ford Taurus	10	Each	<u>13.00<sup>00</sup></u>	<u>130.00<sup>00</sup></u>
34	2012-2014 Ford Taurus	80	Each	<u>2.09<sup>00</sup></u>	<u>167.20<sup>00</sup></u>
35	2015-UP Ford Taurus	5	Each	<u>33.80<sup>00</sup></u>	<u>169.00<sup>00</sup></u>
36	2010-2014 Ford T150, T250, T350 <i>Mexico only none available</i>	1	Each	—	—
37	2015-UP Ford T150, T250, T350	20	Each	<u>10.95<sup>00</sup></u>	<u>219.00<sup>00</sup></u>
38	1994-2003 International Ambulance	1	Each	<u>126.00<sup>00</sup></u>	<u>126.00<sup>00</sup></u>
39	2004-UP International Ambulance	10	Each	<u>18.80<sup>00</sup></u>	<u>188.00<sup>00</sup></u>
40	1994-2001 Jeep Cherokee	5	Each	<u>24.80<sup>00</sup></u>	<u>124.00<sup>00</sup></u>

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

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

COMPANY: Aaron's Auto Glass

TERMS OF PAYMENT: Net 30

SIGNATURE: Michael Allen

TELEPHONE NUMBER (423) 364-2623

NAME AND TITLE: MIKE Allen owner

# BID SOLICITATION



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

SEALED BIDS

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BID OPENING DATE AND TIME:  
19-JUN-19 at 2:00 PM

BID NUMBER: 305557

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
41	2016-UP Jeep Cherokee	2	Each	<u>77.<sup>00</sup></u>	<u>137.<sup>00</sup></u>
42	2011-UP Nissan Maxima	1	Each	<u>95.<sup>00</sup></u>	<u>155.<sup>00</sup></u>
43	2001-2004 Toyota Prius	1	Each	<u>120.<sup>00</sup></u>	<u>180.<sup>00</sup></u>
44	2005-Up Toyota Prius	2	Each	<u>88.<sup>00</sup></u>	<u>148.<sup>00</sup></u>
45	2012 Volkswagen Passat TDI	1	Each	<u>129.<sup>00</sup></u>	<u>189.<sup>00</sup></u>
46	Fire Truck One Piece Front Windshield	24	Each	<u>80.<sup>00</sup></u>	<u>80.<sup>00</sup></u>
47	Fire Truck Two Piece Front Windshield	40	Each	<u>60.<sup>00</sup></u>	<u>60.<sup>00</sup></u>
48	Chip Repair	55	Each	<u>40.<sup>00</sup></u>	<u>40.<sup>00</sup></u>
49	Installation & Labor Ambulance	11	Each	<u>60.<sup>00</sup></u>	<u>60.<sup>00</sup></u>
50	Installation & Labor Back Glass Transfer due to Accident	100	Each	<u>60.<sup>00</sup></u>	<u>60.<sup>00</sup></u>

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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) 364-2623

COMPANY: Arton's Auto Glass

SIGNATURE: Mike Allen

NAME AND TITLE: MIKE Allen owner

# BID SOLICITATION



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

SEALED BIDS

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BID OPENING DATE AND TIME:

19-JUN-19 at 2:00 PM

BID NUMBER: 305557

BUYER:

PHONE #: (423) 643-7230

DELIVERY REQUIRED:

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
51	Installation & Labor Fire Truck One Piece Front Windshield	24	Each	<u>80<sup>00</sup></u>	<u>80<sup>00</sup></u>
52	Installation & Labor Fire Truck Two Piece Front Windshield	40	Each	<u>60<sup>00</sup></u>	<u>60<sup>00</sup></u>
53	Installation & Labor Fire Trucks	10	Each	<u>60<sup>00</sup></u>	<u>60<sup>00</sup></u>
54	Installation & Labor Heavy Duty Trucks	38	Each	<u>60<sup>00</sup></u>	<u>60<sup>00</sup></u>
55	Installation & Labor Light Duty Trucks, Sedans, Vans, and SUVs	705	Each	<u>60<sup>00</sup></u>	<u>60<sup>00</sup></u>

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

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

COMPANY: Arsons Auto Glass

SIGNATURE: Mike Allen

NAME AND TITLE: MIKE Allen owner

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) 364-2623

**AUTO GLASS; WINDSHIELD, INSTALLATION, REPLACEMENT, AND LABOR  
FOR CITY OF CHATTANOOGA PUBLIC WORKS DEPARTMENT  
FLEET DIVISION  
May 2019**

**1. Scope of services**

The scope of services included in these specifications shall be to provide cost of automotive glass and windshields, as well as installation, replacement, and labor of said glass. Any questions or comments related to the services described in these specifications may be directed to Mark McKeel, City of Chattanooga Purchasing Division, [mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov).

**2. Basis of bidding**

The Vendor shall submit two (2) copies of bid documents utilizing the attached Bid Form. The Bid shall include pricing for the cost of the glass, installation/labor, and repairs.

**3. General conditions and instructions to bidders**

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

**4. Length of contract**

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

**5. Items and other requirements**

The vendor will perform all services at the Fleet Management facilities: Amnicola and 12<sup>th</sup> Street. The vendor will be available Monday through Friday during the hours of 8:00 am to 5:00 pm EST with minor exceptions shown below.

The vendor will need to be available at varied times and dates as needed. It will be necessary to perform glass installation on weekdays, and possible weekends and holidays. This will be a necessity for emergency vehicles (Fire Trucks and Police Vehicles).

The vendor will need supply a Certificate of Insurance with their bid.

The price for glass shall include all miscellaneous materials required for installation.

**6. The City will provide the following services:**

- a. Designate a City representative to coordinate vehicle information to vendor's personnel.
- b. Provide access to City facilities to provide service

## 7. Execution

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

## 8. Payment of Services

- a. The City will make payment to the Vendor according to the City's normal policies and procedures.
- b. Vendor's invoice must list a valid e-mail address for billing questions and inquiries.
- c. 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.
- d. 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.
- e. Vendor's invoices that are billed inaccurately, incompletely, or otherwise unable to be properly processed are not considered valid.
- f. 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.
- g. Invoices to the City shall reference the City department, release number, work order number (if applicable), and the first and last name of the City employee placing the order.
- h. Accurate invoices, with all appropriate backup documentation, shall be sent to:

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

And a copy sent to

City of Chattanooga  
Fleet Division  
fleetacctspayable@chattanooga.gov

## Affirmative Action Plan

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

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

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



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



(Signature of Contractor)

MIKE Allen owner

(Title and Name of Construction Company)

6-18-2019

(Date)

No Contact/No Advocacy

Notice Receipt

City of Chattanooga  
Purchasing Division

For Submission with Sealed Bid Solicitation Responses:

*MIKE Allen*

(Vendor Agent name), states that:

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

*Aaron's Auto Glass*

(Business name), the Submitter of the

attached sealed solicitation response to Solicitation # *305557*, and said

Business has taken notice, and will abide by the following No Contact and No Advocacy clause.

**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:

*Mike Allen*

Printed Name:

*MIKE Allen*

Title: *owner*

Date: *6-18-2019*

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) Mike Allen  
(PRINTED NAME) MIKE Allen  
(BUSINESS NAME) Aaron's Auto Glass  
(DATE) 6-18-2019

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)



# City of Chattanooga

Mayor Andy Berke

June 25, 2019

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

**Subject: Blanket PO No. 546382 - Painting Services – Waste Resources  
Division – Public Works**

Dear Mr. Holland:

Council approval is recommended to increase the authorized annual expenditure of the subject blanket contract. The change order will increase the estimated annual expenditure from \$550,000 to \$850,000. The increase will cover services needed prior to renewal of this contract. Blanket PO No. 546382 is with Daca Specialty Services, 6550 McDonough Dr., Norcross, GA 30093.

Waste Resources Division, Public Works has requested and approved this increase of \$300,000.

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: 803161  <b>DACA Specialty Services</b> 6550 McDonough Dr Norcross, GA 30093
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PO Date: 13-NOV-17 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>546382</b>  <b>INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.</b>
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition No.: 160766 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 .....					
<b>DESCRIPTION:</b> This shall be a twelve (12) month blanket contract for Painting and Related Surface Preparation Services for the Waste Resources Division. The contract may be renewed for two (2) additional twelve (12) month terms under the same Terms and Conditions by Mutual Agreement. The City of Chattanooga and the Contractor may bilaterally extend the contract by Written Confirmation by both parties at least 30 days prior to the contract's current expiration date into any successive term as provided herein. .....					
<b>NOTES:</b> The bid submitted by DACA Specialty Services dated 10-24-17 is hereby made a part of this contract. Payment Terms: Net 30 days Delivery Terms: As Needed .....					
<b>PRICE ESCALATION CLAUSE:</b> All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the contractor has changed prices to all of its customers, then, at the time of contract renewal, the price under this contract may be adjusted accordingly after acceptance. All price increases must be justified by providing a copy of the prevailing labor wage or material cost increases. Prompt notice of price changes (increases or reductions) must be furnished to the Purchasing Agent at least 30 days prior to the requested effective date and the prices for these services/materials shall remain firm for twelve (12) months. The effective date of price increases shall be the date the Purchasing Agent accepts the price changes or the effective date of increase stated by contractor's notice to Purchasing Agent, whichever is later. .....					
APPROVED BY CITY COUNCIL ON NOVEMBER 7, 2017 .....					
<b>CONTRACT BEGINNING/ENDING DATES:</b> 11-14-2017 TO 11-14-2018 .....					
Vendor Contact: Josh Hames Phone: 770-451-6433 Fax: 770-451-8594					

\*\*\*\*\* 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: 803161  DACA Specialty Services 6550 McDonough Dr Norcross, GA 30093
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PO Date: 13-NOV-17 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>546382</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Specialized Materials and Equipment Rentals 10% Markup	0.00	Dollar	\$ 1.0000	\$ 0.00
2	Painter with brush/roller	0.00	Hour	\$ 27.7100	\$ 0.00
3	Working Foreman Labor, Painting with Brush/Roller	0.00	Hour	\$ 34.6200	\$ 0.00
4	Painter with Airless and Air Spray	0.00	Hour	\$ 35.0900	\$ 0.00
5	Working Foreman Labor, Painting with Airless and Air Spray	0.00	Hour	\$ 39.0200	\$ 0.00
6	Hot/Cold Pressure Water Blasting/Cleaner	0.00	Hour	\$ 35.0900	\$ 0.00
7	Working Foreman, Hot/Cold Pressure Water Blasting/Cleaning	0.00	Hour	\$ 39.0200	\$ 0.00
8	Labor, Sandblasting	0.00	Hour	\$ 74.4400	\$ 0.00
9	Working Foreman Labor, Sandblasting	0.00	Hour	\$ 83.0400	\$ 0.00
10	Articulating Lift or Scissor Lift	0.00	Hour	\$ 59.0500	\$ 0.00

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

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 803161
	DACA Specialty Services 6550 McDonough Dr Norcross, GA 30093

PO Date: 13-NOV-17 Buyer: Amanda Berkowitz FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 546382</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	Boom Truck	0.00	Hour	\$ 69.3500	\$ 0.00
12	Project Manager (up to 10 hours per week)	0.00	Hour	\$ 77.0100	\$ 0.00
					<b>TOTAL: \$ .00</b>

\*\*\*\*\* 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.





# City of Chattanooga

Mayor Andy Berke

July 3, 2019

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

**Subject: Contract Renewal of Blanket PO No. 544724 – Concrete – City Wide Services – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 544724 for Concrete, City Wide Services, Public Works Department. The City of Chattanooga is renewing the second (2<sup>nd</sup>) and last renewal option for twelve (12) months for an estimated annual amount of \$350,000. A copy of the signed letter from vendor, and a copy of the contract is enclosed.

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

I recommend renewing Blanket PO No. 544724 for Concrete to Ready Mix USA, 604 Hudson Road, Chattanooga, TN 37405.

Respectfully yours,

A handwritten signature in blue ink that reads "Bonnie Woodward".

Bonnie Woodward  
Director of Purchasing

BW/mlm

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: 747933 Vendor Alternate ID: 4116  Ready Mix USA P O Box 2643 Dalton, GA 30720-3128
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PO Date: 26-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate
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<b>Purchase Order Number</b> <b>544724</b>
INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition No.: 154296 Ordering Dept.: Public Works/City Wide Services Buyer: Dedra Partridge Phone No.: (423) 643-7237  Items Being Purchased: Concrete  This Shall Be A Twelve (12) Month Blanket Contract To Supply Concrete. The Contract Term May Be Renewed For Two (2) Additional Twelve (12) Month Term Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation Of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein.  Vendor Contact: Robert "Shay" Lewis (423) 892-6444 (423) 826-4947 (Fax) roberts.lewis@cemex.com  City Contact: Sharon Smith (423) 643-6846  Approved By City Council On July 18, 2017  Contract Term: August 1, 2017 thru July 31, 2018					

\*\*\*\*\* 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: 747933 Vendor Alternate ID: 4116  Ready Mix USA P O Box 2643 Dalton, GA 30720-3128
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PO Date: 26-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544724</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
***** THIS IS A REVISION TO A PRIOR ORDER *****					
Change Order Issued Adding Additional Funds To Current Blanket PO					
Approved By City Council On April 3, 2018					

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 747933 Vendor Alternate ID: 4116
	Ready Mix USA P O Box 2643 Dalton, GA 30720-3128

PO Date: 26-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>544724</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Change Order #2					
<p>.....</p> <p>Contract has been extended an additional twelve (12) months. The new contract performance date is July 31, 2019.</p> <p>.....</p> <p>City Council approved on July 10, 2018</p> <p>.....</p> <p style="text-align: center;">1st Renewal</p>					

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

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 747933 Vendor Alternate ID: 4116
	Ready Mix USA P O Box 2643 Dalton, GA 30720-3128

PO Date: 26-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544724</b>
<b>INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.</b>	

<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Concrete, Class A 1-1/2"	0.00	Yard	\$ 119.0000	\$ 0.00
2	Concrete, Class A 3/4"	0.00	Yard	\$ 119.0000	\$ 0.00
3	Concrete, Class A 1/2"	0.00	Yard	\$ 119.0000	\$ 0.00
4	Concrete, 3000 PSI, Limestone Aggregate	0.00	Yard	\$ 115.0000	\$ 0.00
5	Concrete, 3500 PSI, Limestone Aggregate	0.00	Yard	\$ 117.0000	\$ 0.00
6	Concrete, 4000 PSI, Limestone Aggregate	0.00	Yard	\$ 119.0000	\$ 0.00
7	Concrete, 5000 PSI, Limestone Aggregate	0.00	Yard	\$ 125.0000	\$ 0.00
8	Concrete, Pea Gravel 3000 PSI, River Gravel	0.00	Yard	\$ 135.0000	\$ 0.00
9	Concrete, Pea Gravel 4000 PSI, River Gravel	0.00	Yard	\$ 140.0000	\$ 0.00
10	Concrete, Class A Hi-Early	0.00	Yard	\$ 133.0000	\$ 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: 747933 Vendor Alternate ID: 4116
	Ready Mix USA P O Box 2643 Dalton, GA 30720-3128

PO Date: 26-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544724</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
--	--

Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
11	Concrete, Purvius	0.00	Yard	\$ 118.0000	\$ 0.00
12	Calcium Chloride Additive, 1%	0.00	Yard	\$ 3.0000	\$ 0.00
13	Calcium Chloride Additive, 2%	0.00	Yard	\$ 6.0000	\$ 0.00
14	Concrete Additive, Retarter	0.00	Yard	\$ 6.0000	\$ 0.00
15	Concrete, Flowable Fill, Excavatable Fill According to American Concrete Institute	0.00	Yard	\$ 87.0000	\$ 0.00
16	Red Color Additive	0.00	Yard	\$ 65.0000	\$ 0.00
17	Fiber Reinforced Concrete	0.00	Yard	\$ 5.5000	\$ 0.00
18	Delivery Charge for less than 5 Yards	0.00	Yard	\$ 100.0000	\$ 0.00
19	Roller Compacted Concrete in excess of 1000 Cu. Yd.	0.00	Yard	\$ 98.0000	\$ 0.00
20	Environmental Fee	0.00	Each	\$ 10.0000	\$ 0.00

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City of Chattanooga  
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<b>V E N D O R</b>	Vendor Number: 747933 Vendor Alternate ID: 4116  Ready Mix USA P O Box 2643 Dalton, GA 30720-3128
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PO Date: 26-JUL-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 544724</b>  <b>INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.</b>
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
21	Miscellaneous	0.00	Each	\$ 1.0000	\$ 0.00
22	Fuel Fee for Delivery	0.00	Each	\$ 20.0000	\$ 0.00
23	After Hour Service Fee	0.00	Each	\$ 0.0000	\$ 0.00
24	Concrete, Any Type, Green Color	0.00	Yard	\$ 175.0000	\$ 0.00
25	Non-Chloride 2%	0.00	Yard	\$ 9.0000	\$ 0.00
26	Non-Chloride 1%	0.00	Yard	\$ 4.5000	\$ 0.00
27	Heated Water	0.00	Yard	\$ 2.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

June 26, 2019

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

**Subject: 184418/305508 – Structured Cabling Services – Information Technology Department**

Dear Mr. Messer:

Council approval is recommended to issue two blanket contracts for Structured Cabling for the Information Technology Department. The contract terms will be for twelve (12) months with the option to renew for two (2) additional twelve (12) month periods. The estimated combined annual expenditure for the two contracts is \$1,000,000.

The invitation to bid was sent to eight (8) suppliers as well as formally advertised. Three (3) responses were received as shown below and on the attachment. Copies of the bids are retained on file and available for review in the Purchasing Office upon request.

Bidders

Integrated Networking Technologies, LLC  
Institutional Network Communications  
Tristate Electrical Contractors, LLC

I recommend awarding this blanket contract to Integrated Networking Technologies, LLC, 6111 Heritage Park Dr. Suite A-100 Chattanooga, TN 37146 and to Institutional Network Communications, 121 Lyle Lane, Nashville, TN 37210 based upon the unit prices bid.

Integrated Networking Technologies, LLC and Institutional Network Communications offer the lowest and best bids which meets specifications for the City of Chattanooga.

Respectfully,

Bonnie Woodward  
Director of Purchasing



Bid Tabulation -

RFB # 305508

Structured Cabling Services

Item #	Item	Integrated Networking Technologies		Institutional Network Communications		Tri State Electrical Cont.	
		Unit Price / UOM	Unit Price / UOM	Unit Price / UOM	Unit Price / UOM	Unit Price / UOM	Unit Price / UOM
1	Cat 6 Termination Single	\$6.08	\$8.66	\$16.45			
2	4' Tall Wall Mount Swing Rack	\$255.33	\$379.09	\$364.95			
3	24 Port, Cat 6 Patch Panel, Rack Mount, Loaded	\$158.77	\$162.00	\$157.95			
4	24 Port, Cat 6 Patch Panel, Rack Mount, Unloaded	\$64.57	\$40.04				
5	48 Port, Cat 6 Patch Panel, Rack Mount, Loaded	\$318.76	\$324.00	\$299.95			
6	48 Port, Cat 6 Patch Panel, Rack Mount, Unloaded	\$102.14	\$47.42				
7	2" EMT Conduit, Installed, Per Foot	\$3.99	\$4.64	\$6.95			
8	Plastic Raceway, Installed, Per foot	\$1.36	\$2.18	\$4.00			
9	Metallic Raceway, Installed, Per Foot	\$1.46	\$2.33	\$3.60			
10	Regular Rate, 15 Minute Interval 1/4 Hour	\$7.45	\$10.75	\$8.45			
11	Cat 6 Non Plenum Single	\$0.40	\$0.18	\$0.45			
12	Right Angle Raceway Fitting	\$1.29	\$2.36	\$8.75			
13	Drop Ceiling Entrance Fitting - Installed	\$4.29	\$2.36	\$13.00			
14	J Hook, Installed	\$4.30	\$4.11	\$7.00			
15	Raceway Fitting - Installed	\$3.76	\$2.36	\$12.45			
16	Cat 6, Plenum, Single	\$0.53	\$0.30	\$0.55			
17	Cat 6, Non Plenum, Dual	\$0.61	\$0.36	\$0.90			
18	Cat 6, Plenum, Dual	\$0.85	\$0.60	\$0.90			
19	Cat 6, Non Plenum, Quad	\$0.81	\$0.72	\$1.20			
20	Cat 6 Plenum, Quad, 4 Cables	\$1.20	\$1.20	\$1.20			
21	Cat 6, Termination, Dual	\$22.95	\$15.75	\$26.35			
22	Cat 6, Termination, Quad	\$33.31	\$29.25	\$47.45			
23	2" Penetration w/Firestop - Installed	\$62.60	\$18.20	\$78.95			
24	Wall Rack, Installed	\$64.10	\$212.15	\$317.95			
25	Junction Box, Installed	\$5.31	\$22.76	\$14.50			
26	19" Wall or Rack Mounted Shelf	\$59.69	\$89.93	\$124.95			
27	Cat 6, Outdoor Cable, Price Per Foot, Installed, Dual Drop	\$1.28	\$1.05	\$3.35			
28	Percent Discount from Catalog	5.50%	10%	5%			

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 29-MAY-19 at 2:00 PM

**BID NUMBER: 305508**

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

SEALED BIDS

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
<p>Requisition No.: 184418 / Bid No. 305508                      Ordering Dept.: Department of Information Technology                      Buyer: Marisol Hernandez                      Phone No.: 423-643-7235                      Email: MHernandez@chattanooga.gov</p> <p>Items Being Purchased: Structured Cabling for CityWide Use</p> <p><b>ATTACHMENTS:</b>                      Specifications (Including Appendix A List of Bid Items)                      Iran Divestment Act Form                      Affirmative Action Plan                      No Contact / No Advocacy Notice Receipt, Must Be Notarized                      .....</p> <p><b>DEADLINE FOR QUESTIONS IS 2:00 PM MAY 17, 2019</b>                      .....</p> <p>This Shall Be A Twelve (12) Month Blanket Contract To Supply Structured Cabling Service. The Contract Term May Be Renewed For An Additional Three (3) 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.</p> <p>QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT.</p> <p>*** BID MUST BE RECEIVED NO LATER THAN ***                      *** 2:00 PM EST ON MAY 29, 2019 ***</p> <p>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></p> <p>If you can't download call buyer for a copy.</p> <p><b>NOTE:</b>                      ALL BIDS MUST BE SIGNED                      All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated. Exceptions not submitted with bid responses will not be considered.</p> <p>Any manufacturer;s names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references ar enot intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.</p> <p>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.</p>					

# BID SOLICITATION



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

**SEALED BIDS**

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

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**BID OPENING DATE AND TIME:**  
 29-MAY-19 at 2:00 PM

**BID NUMBER:** 305508

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
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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 \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone/Toll-Free No. \_\_\_\_\_

Fax No. \_\_\_\_\_

eMail Address \_\_\_\_\_

Contact Person's Name \_\_\_\_\_

Estimated Delivery \_\_\_\_\_

Minority-Owned Business \_\_\_\_\_ Small Business \_\_\_\_\_ Veteran \_\_\_\_\_

Minority Woman-Owned Business \_\_\_\_\_ Disabled Veteran \_\_\_\_\_

Woman-Owned Business \_\_\_\_\_

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

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

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

TERMS OF PAYMENT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

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

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME AND TITLE: \_\_\_\_\_

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 29-MAY-19 at 2:00 PM

**BID NUMBER: 305508**

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

SEALED BIDS

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Cat 6 Termination Single	1	Dollar	_____	_____
2	4" Tall Wall Mount Swing Rack	1	Dollar	_____	_____
3	24 Port, Cat 6 Patch Panel, Rack Mount	1	Dollar	_____	_____
4	48 Port, Cat 6 Patch Panel, Rack Mount	1	Dollar	_____	_____
5	2" EMT Conduit, Installed, Per Foot	1	Dollar	_____	_____
6	Plastic Raceway, Installed, Per Foot	1	Dollar	_____	_____
7	Metallic Raceway, Installed, Per Foot	1	Dollar	_____	_____
8	Regular Rate, 15-Minute Interval, 1/4 Hour	1	Dollar	_____	_____
9	Cat 6 Non Plenum Single	1	Dollar	_____	_____
10	Right Angle Raceway Fitting	1	Dollar	_____	_____

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

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 Bids will be received at the above mentioned address.

TERMS OF PAYMENT: \_\_\_\_\_  
 TELEPHONE NUMBER: \_\_\_\_\_

COMPANY: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_  
 NAME AND TITLE: \_\_\_\_\_

# BID SOLICITATION



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

<b>BID OPENING DATE AND TIME:</b> 29-MAY-19 at 2:00 PM  <b>BID NUMBER: 305508</b>
<b>BUYER:</b> <b>PHONE #: (423) 643-7230</b> <b>DELIVERY REQUIRED:</b>

**SEALED BIDS**

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
11	Drop Ceiling Entrance Fitting, Installed	1	Dollar	_____	_____
12	J Hook, Installed	1	Dollar	_____	_____
13	Raceway Fitting, Installed	1	Dollar	_____	_____
14	Cat 6, Plenum, Single	1	Dollar	_____	_____
15	Cat 6, Non Plenum, Dual	1	Dollar	_____	_____
16	Cat 6, Plenum, Dual	1	Dollar	_____	_____
17	Cat 6, Non Plenum, Quad, 3 Cables	1	Dollar	_____	_____
18	Cat 6, Plenum, Quad, 3 Cables	1	Dollar	_____	_____
19	Cat 6, Termination, Dual	1	Dollar	_____	_____
20	Cat 6, Termination, Quad	1	Dollar	_____	_____

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TERMS OF PAYMENT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

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

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME AND TITLE: \_\_\_\_\_

# BID SOLICITATION



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

<b>BID OPENING DATE AND TIME:</b> 29-MAY-19 at 2:00 PM  <b>BID NUMBER: 305508</b>
<b>BUYER:</b> <b>PHONE #: (423) 643-7230</b> <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.

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
21	2" Penetration w/Firestop, Installed	1	Dollar	_____	_____
22	Wall Rack, Installed	1	Dollar	_____	_____
23	Junction Box, Installed	1	Dollar	_____	_____
24	19" Wall or Rack Mounted Shelf	1	Dollar	_____	_____
25	Cat 6, Outdoor Cable, Price per Foot, Installed, Dual Drop	1	Dollar	_____	_____
26	Discount from Catalog Items / Substitutions Allowed	1	Dollar	_____	_____

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

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

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

COMPANY: \_\_\_\_\_

TERMS OF PAYMENT: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

NAME AND TITLE: \_\_\_\_\_

May 13, 2019

Ref. No. 305508

**PURCHASING DIVISION  
101 EAST 11<sup>th</sup> STREET, STE. G-13  
CHATTANOOGA, TENNESSEE 37402  
CITY HALL**

**Invitation to Bid for the City of Chattanooga, TN**

*Bids will be received at 101 East 11<sup>th</sup> Street, Ste. G-13, Chattanooga, TN, 37402, until 2:00 p.m., e.s.t., on Wednesday, May 29, 2019.*

**Requisition No.: 184418  
Ordering Dept.: Department of Information Technology  
Buyer: Marisol Hernandez  
Phone No.: 423-643-7235  
Fax No.: 423-643-7244**

\*\*\*\*\*  
**Items Being Purchased: STRUCTURED CABLING SERVICES.**  
\*\*\*\*\*

**\*\*\*INVITATION TO BID MUST BE RECEIVED\*\*\*  
NO LATER THAN  
2:00 P.M. E.S.T. ON MAY 29, 2019  
\*\*ALL QUESTIONS MUST BE SUBMITTED IN WRITING\*\*  
AND RECEIVED NO LATER THAN  
2:00 P.M. E.S.T. ON MAY 17, 2019**

\*\*\*\*\*  
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.  
The City of Chattanooga (COC) Terms and Conditions posted on Website are applicable: <http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>  
\*\*\*\*\*

**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 Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated within Offeror's bid.

# INVITATION TO BID

STRUCTURED CABLING SERVICES

For

City of Chattanooga

MAY 13, 2019



## OVERVIEW:

### Purpose of Bid

This Bid is issued to obtain a qualified firm to provide inside and outside structured cabling installations.

### Scope

Installations under this contract may include telecommunications, data, coax, audiovisual installations, and low voltage electrical in new buildings, during building renovations and additions to existing cabling networks. Outside plant work shall be for inter- building connectivity that may include trenching, directional boring, aerial pulls, placing of conduit, as well as installing copper or fiber cabling. The City may also take advantage of other products and services offered by the vendor. Excluded may be cabling for specific telephone systems covered under existing City of Chattanooga voice maintenance contracts.

## GENERAL INSTRUCTIONS TO PROPOSERS

**Sealed Bids must be submitted in hard copy format to the Purchasing Division, City of Chattanooga, by no later than 2:00 p.m., EDT, on May 29, 2019 to the attention of:**

City of Chattanooga Purchasing Division  
Attn: Marisol Hernandez  
101 East 11<sup>th</sup> Street  
Suite G13  
Chattanooga, TN 37402  
Phone: (423) 643-7235  
Fax: (423) 643-7244  
[mhernandez@chattanooga.gov](mailto:mhernandez@chattanooga.gov)

Late or misdirected bids shall be rejected and returned unopened without exception. Postmarks are not accepted.

### Quantity and Format

Proposer shall submit two (2) complete copies of their bid; one (1) original, one (1) copy. All bids shall be submitted in a sealed non-transparent envelope or box marked "305508 - "Structured Cabling Service.

### Implied Requirements

All products and services not specifically mentioned in this bid, but which are necessary to provide the functional capabilities described by the Proposer, shall be included in the Bid.

#### Proposer-Supplied Materials

Any material submitted by a Proposer shall become the property of the City unless otherwise requested at the time of submission. **Any firm submitting a bid should assume the information included in the bid is subject to Open Records / Freedom of Information Act.**

#### Incurring Costs

The City shall not be liable for any cost incurred by the proposer prior to the issuance of a contract purchase agreement and will not pay for the information solicited or obtained. Proposer shall not include or integrate any such expense as part of its bid.

#### Economy of Preparation

Bids shall be prepared simply and economically. Bids shall provide a straightforward and concise bid description. Emphasis shall be placed on clarity and content.

#### Bid Withdrawal Procedure

A Bid may be withdrawn at any time until the date and time set above for opening of bids. Any bid not so withdrawn shall, upon opening, constitute an irrevocable offer to provide the specifications set forth in the bid, until the successful bid(s) is/are accepted and a contract has been executed between the City and the successful Proposer(s).

#### General Reservation of City Rights

The City of Chattanooga may contact any firm for the purpose of obtaining additional information or clarification.

#### General Terms

Any contract resulting from this Bid will be subject to the City of Chattanooga's Standard Terms and Conditions.

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

Any exceptions to said Terms and Conditions must be submitted with Bid response.

Proposers shall state any exceptions to or deviations from the terms of this Bid and the Standard Terms and Conditions. Where proposer wishes to propose alternative approaches to meeting the City's technical or contractual requirements, these should be thoroughly explained. The Contractor shall be bound to accept all stated terms not except in its bid.

City reserves the right to accept or reject any or all exceptions / deviations at its sole discretion. City reserves the right to reject excepted or conditional bids at its sole discretion.

#### Exceptions to Bid Specifications

This Bid is intended to describe the City's minimum requirements and response format in sufficient detail to secure comparable responses. Any exceptions to specifications should be clearly noted and will be considered as they apply to the overall interest of the City.

## **ADDITIONAL BID INFORMATION**

### Bid Requirements

- Vendor Profile: Provide brief vendor history so that the City of Chattanooga can evaluate your company's ability to accomplish the proposed work. Include number of years in business, other work or areas of activity, interconnectivity experience, etc.
- References: Provide a list of at least 3 similar installations and users that the City of Chattanooga can contact.
- Vendor's experience in repair and installation of LAN/WAN and equipment referenced in herein. Include contractor's experience with large and complex wiring installations.
- Cost: Provide Costs on APPENDIX A: LIST OF BID ITEMS
- Provide Copies of State of TN, Hamilton County, and City of Chattanooga Business Licenses.

### Bid Timeline

Bid to be released by City –May 13, 2019

Last day to ask questions\* May 17, 2019

City response to questions –May 21, 2019

Last day to submit bid – May 29, 2019

\*Please send questions or the need for additional information in writing to the City's purchasing department.

\*All questions, and requests for information or clarification must be submitted in writing, and will be accepted until 2:00 PM on May 17, 2019, and shall be submitted to:

City of Chattanooga Purchasing Division  
Attn: Marisol Hernandez, Buyer  
101 East 11<sup>th</sup> Street  
Suite G13  
Chattanooga, TN 37402  
Phone: (423) 643-7235  
Fax: (423) 643-7244  
mhernandez@chattanooga.gov

The City specifically requests that any communication concerning this RFB be made exclusively with the Purchasing Division Buyer until selection has been completed. Failure to honor this request will be negatively viewed in the selection process.

### TERM OF CONTRACT

This contract shall be for a term of twelve (12) months with the option to renew for up to two (2) additional twelve (12) month terms, starting from the date of acceptance by the City of Chattanooga.

The selected vendor(s) shall serve as the primary cabling system provider(s) for the City of Chattanooga. Multiple awards may or may not be made.

### Cancellation

The awarded vendor may be removed from the contract at any time by reason of unsatisfactory performance or other default of the vendor upon 30 days prior written notice by the City of Chattanooga. Either party may cancel the contract by giving 90 days prior written notice. Such notice by the vendor should in no way be construed as taking away the right of the City of Chattanooga to remove the contractor for unsatisfactory performance.

### Subcontracting

Vendors may subcontract installation of cable and conduit but shall retain the responsibility for the work subcontracted. At least one BICSI certified cabling installer must be available to conduct a physical review of any job site where installation or termination of cable has been performed by that subcontractor's technicians.

Payment will be made to the vendor only for the amount quoted and installed. A Subcontractor to the vendor, by virtue of subcontract, has no claim against the requesting department or the City of Chattanooga. Subcontractors for any project shall have a copy of written specifications on site while performing their work on that project.

### Audits and Inspections

At any time during normal business hours and as often as the City of Chattanooga may deem necessary, there shall be made available to the City of Chattanooga, for examination, all company records with respect to all matters covered by this Contract. The vendors will permit the City of Chattanooga to audit, examine and make excerpts or transcripts from such records, and to make audits of all contracts, quotes, invoices, materials, and other data relating to all matters covered by this Contract. An overall review of operations may be made semi-annually.

### Contract Administration

After contract award, the City Purchasing office will serve as the Contract Administrator. The Contract Administrator shall be responsible for ensuring vendor conformance with terms, conditions, performance specifications as specified in the contract and evaluation of the vendor's performance. Information Technology Department staff will serve as the City contact for cabling requirements and work order requests and will work with the vendor and other City departments on cabling related activities.

It is the sole responsibility of the vendor to communicate all quotes for work, questions concerning rates and scheduling problems to the Information Technology Department.

Vendors shall not quote work eligible under this contract to any entity ineligible to purchase from this contract. Vendor shall not perform work under this contract without an approved City of Chattanooga purchase order (PO) number. All deviations from this policy shall be viewed as a violation of the contract and may result in immediate cancellation.

## Procedures and Documentation of Approvals

As part of contract award, procedures will be defined related to documentation of required checkpoint approvals.

Checkpoints will be at least but not limited to:

- 1) Initiation of project
- 2) Acceptance of specifications and price quote  
**Itemized quotes must be submitted.** Sample quote sheet (Appendix B) is attached for reference.
- 3) Completion of project and authorization for payment.

Documented approvals required may vary depending on the project, but will usually include:

- 1) The requesting department
- 2) Information Technology Department
- 3) Purchasing Department
- 4) Vendor

## EVALUATION METHODOLOGY

Bid responses will be evaluated as defined below.

Bid responses will be evaluated to select the offer(s) that provide the best value to the City of Chattanooga. Responses will be evaluated on (but not limited to) the following criteria:

- Line Item Cost according to BID Solicitation
- Vendor's experience in repair and installation of LAN/WAN and data equipment and wiring installations
- Vendor's project management and supervisory experience
- References
- Service offerings

## GENERAL PROVISIONS AND PROCEDURES

### Work Request

A Work Order or request for a quote will be sent from authorized personnel within the City of Chattanooga. The primary points of contact for this contract are Department of Information Technology (D.I.T.) personnel. A Work Order or request for a quote will include most if not all of the following information: location of cabling work, description of work to be done, site contact name and number, contact name and number of D.I.T. personnel coordinating work, due date for completion, internal City SR (service request) number and any other pertinent information.

### Design

When necessary, D.I.T. personnel will meet with the department requesting the work to review design and perform a needs assessment consultation.

### Walk-through Schedule

The vendor shall be notified via email or phone call that a walk-through at the site where work is to be performed will be scheduled. The planned date and time will be included in the information. The Vendor must either confirm or decline this meeting notification within 12 working hours to allow the City time to reschedule or make other arrangements.

### Walk-through Follow-up

After the walk-through has been completed, D.I.T. personnel will respond to any questions that are not answered at the walk-through.

### Pricing Quote Returned

Using the attached Quote Sheet, the types and amounts of materials as well as work- hours required will be completed at or immediately following the walk- through. The amount given on the Quote Sheet will be used by the requesting department to budget their expense and to pay the vendor for the agreed upon work. This pricing information should be returned no later than 4 business days following the walk-through.

### Award and Work Initiation

Upon D.I.T.'s receipt of a confirmation that the price is acceptable and the work request should be submitted to the Vendor from the department requesting the work, D.I.T. will inform the Vendor with a City of Chattanooga approved purchase order number. The Vendor must inform the City if the desired due date of the requested work cannot be met, require overtime or expedite charges.

### Change Order Requests

The requesting department should send a copy of all change orders on awarded jobs along with authorization to pay for those changes to D.I.T. Change orders must be approved by the City prior to the vendor performing any additional work.

### Job Completions and Invoicing

The vendor shall provide notification to D.I.T. personnel when the project is complete and provide a final invoice to the designated contact within the department requesting the work. All approved change orders shall also be invoiced at this time. D.I.T. will inspect the project to verify accuracy of installation prior to the department approving payment to vendor.

All vendor invoices must reference the original Service Request (SR) number from the City and/or the job description of the work that was performed and City of Chattanooga Purchase Order number. Invoices should match the amounts provided on the original quote plus any additional change orders.

### Invoice Disputes

If there is any dispute concerning an invoice(s), the City of Chattanooga will not pay the questionable amount until the dispute is resolved. The City of Chattanooga will only pay the amount quoted and any approved change orders for work completed to the City's satisfaction.

### Prices

#### **Labor Cost:**

The awarded vendor will be bound to the quoted labor rate for the term of the contract, including any renewals. Labor shall be a uniform rate for all materials for the entirety of the contract and shall be charged in 15-minute intervals.

#### **Materials Cost:**

Material prices may not be increased, nor new items added, during the term of the contract.

### INSTALLATION STANDARDS

#### Installation

Installation should be performed in a professional manner using the best practices in the industry. Best practices shall include, but not be limited to, the following points:

Components of the system shall be installed in a neat, workmanlike manner. The terminations shall be uniform throughout the system.

1. All grounding conductors must be rated CMP and must be neatly tied in bundles and properly secured.
2. Horizontal fill ratios for conduit, cable trays, raceways and ducts shall conform to standards and manufacturer recommendations.
3. Standards for separation distances from sources of electromagnetic interference are currently under study. Minimum clearance between cables and power sources until the new guidelines are available are found in EIA/TIA 569.
4. Appropriate attention shall be given to the handling of copper and optical fiber cables to ensure that bending radius conforms to the manufacturer's requirements. At no time shall the cable's static or dynamic bending radius be exceeded.
5. All installation shall be done in conformance with current ANSI/TIA 568-C standards Design and Installation guidelines. The Vendor shall ensure that the maximum pulling tensions of the specified distribution cables are not exceeded and cable bends maintain the proper radius during the placement of the facilities. Failure to follow the appropriate guidelines will require the Vendor to provide in a timely fashion the additional material and labor necessary to properly rectify the situation. This shall also apply to any and all damages sustained to the cables by the vendor during the implementation.

### Labeling

The vendor shall be responsible for printed labels for all cables and cords, distribution frames, and outlet locations. No labels are to be written by hand. Identification markings and systems shall be uniform. All cable terminations are labeled at the MDF, IDF and at the station. Consecutive numbering should be used around the workstations or offices for all jacks: e.g. voice jacks V02A and Bare in the same station face plate as data jacks D02A and B.

### Cable Storage

The vendor shall not roll or store cable reels without an appropriate underlay and prior approval from the City.

### Horizontal Cabling

1. The length of each individual run of horizontal cable shall not exceed 295 ft.
2. Each run of cable between the termination block and the information outlet shall be continuous without any joints or splices.
3. In suspended ceiling and raised floor areas where floor duct, cable trays or conduit are not available, the vendor shall bundle station wiring with plastic cable ties at appropriate distances. The cable bundling shall be supported via "J" hooks attached to the existing building structure and framework. Non-Plenum cable will be used in all appropriate areas. Plenum cables will be used when required.
4. If the interior of walls are not obstructed, the vendor shall conceal horizontal distribution wiring internally within the walls. If such obstructions exist, vendor shall secure approval prior to the use of an alternate method.
5. In the event vendor is required to remove ceiling tiles to install cables, such work shall not break or disturb grid. Cables shall not be attached to lift out ceiling grid supports or laid directly on the ceiling grid.
6. Cables shall not be attached to or supported by fire sprinkler heads or delivery systems or any environmental sensor located in the ceiling air space.

### Fire Stopping

1. Sealing of openings between floors, through rated fire and smoke walls, existing or created by the vendor for cable pass through shall be the responsibility of the vendor.
2. Sealing material and application of this material shall be accomplished in such a manner which is acceptable to the City of Chattanooga fire and building authorities having jurisdiction over this work.
3. Creation of such openings as are necessary for cable passage between floors or areas shall be the responsibility of the vendor. Any openings created by or for the vendor and left unused shall also be sealed as part of this work.



4. The vendor shall be responsible for damage to any surfaces or work disrupted as a result of their work. Repair of surfaces, including painting, landscaping and concrete slabs shall be included as necessary.

#### General Installation Provisions

1. Consideration of alternate equipment shall be solely at the discretion of the City. Any and all proposed alternate equipment, cable, terminations, methods, etc. must be submitted for approval prior to scheduling work to begin on a work request.

2. The selected vendor must, at all times, keep the premises free from accumulation of waste materials, caused by the work; and upon completion of the work, must remove all work related rubbish from and about the site and must leave the work area broom clean, or in its original condition

#### TASKS, DUTIES AND RESPONSIBILITIES OF VENDOR

##### Vendor Personnel

At least one BICSI (Building Industry Consulting Service International Inc.) certified cabling installer must be available to conduct a physical review of any job site where installation or termination of cable has been performed by that vendor's technicians.

##### Vendor Base of Operation

Vendors shall maintain an office with a staff of certified/licensed technicians and specialized/ heavy lift equipment within a 30-minute drive of any City of Chattanooga site.

##### Vendor Equipment Provided

Vendors will provide all equipment, tools, etc. needed to perform the duties under this solicitation including service vehicles. Vendor must supply a telephone number for service calls. Repetitive visits to correct a fault or provide a service will not be reimbursed unless specifically authorized in writing by the City of Chattanooga.

##### Work Site Requirements

1. The requesting department will provide the electrical service including approved ground, circuit breaker panel with breakers to existing service points.

2. Cutting, patching, and finishing required in connection with this installation and the repair of any damage caused by the installation shall be done by the vendor so as to match the original conditions perfectly both as to material and workmanship.

3. During installation under this contract, the physical facilities may be in use by the requesting department. The vendor shall schedule and coordinate the work with the requesting department and General Services so as to cause the least possible interference with or interruption of that department's

activities in the building. If after hours work is requested by the department, the overtime rate provided in this Bid shall apply.

4. The vendor will be completely responsible for any and all damages caused to the building, its contents, and surrounding areas including landscaping as a direct result of the execution of the contract. Upon completion of each working day, the vendor will clean up all debris, cartons, etc., and remove them from the premises. The vendor will continually clean up after its operations to prevent any accumulation of debris, equipment, etc., and will maintain all exit ways free and clear at all times.

Installation must be performed in a professional and workman-like manner and conform with all recommendations of the manufacturer and latest published versions of the following: BICSI TDMM, National Fire Protection Association (NFPA), National Electrical Code (NEC), current ANSI/TIA 568-C or latest Commercial Building Telecommunications Cabling Standards, City of Chattanooga Information Services wiring & termination standards, local building codes, and good construction and engineering practices.

5. The vendor shall provide a complete system warranty to guarantee end-to-end high performance cabling systems that meet application requirements. The guarantee shall include cable and connectivity components as well as auxiliary components and catalog items and have one point of contact for all cabling issues. The system shall be warranted for a period of 10 years. If a system repair is required by a manufacturer of the product, it may use new or reconditioned replacement parts. If the manufacturer chooses to replace the product, the manufacturer may replace it with a new or reconditioned one of the same or similar design. Any such repair or replacement will be warranted for either (a) 90 days or (b) the remainder of the original 10-year warranty period, whichever is longer. It is the responsibility of the vendor to coordinate manufacturer required repairs or replacements of components of the cabling system the vendor installed.

6. All data cabling units shall meet the requirements of current ANSI/TIA 568-C. If requested, the vendor shall provide test results of all installed cables to City staff in printed hard copy or electronic document.

#### Service Times

#### Definitions:

Response: The arrival on site and notification to requestor of a qualified technician equipped with tools and parts.

Emergency or Expedite requests: Vendors shall provide a 4-hour response time during normal working hours (8 AM to 4:30 PM, Monday through Friday) in case of a major emergency that may require cabling system repairs or when a work request requires an expedited response.

#### Schedules:

1. NORMAL SERVICE TIMES: Vendor has FIVE (5) working days from the date of receipt of a Work Order to have the staff on site and working, unless another specific start date has been requested. Invoice shall be the actual time employed multiplied by the appropriate labor hour rate bid on the Pricing Sheet s. If a site visit or a walk-through is requested by the City to the vendor, the following

process intervals apply: Vendor will have 12 business day hours from receipt of the email or phone call to confirm or decline the site visit or walk- through invitation.

2. SUBMISSION OF QUOTE: Vendors will have up to four (4) working days from completion of site visit or walk-through to have a price quote prepared and returned to the City. The preferred means of quote submission is via email. The requesting City department main contact as well as Information Services should be included on the email response. This quote must be itemized and shall list all material quantities, and total labor hours expected to be used. This "not to exceed" figure shall remain the maximum this work shall cost unless changes are approved in advance by the requesting department and Information Services. Upon review of the quote, the City of Chattanooga may call the vendor to incorporate required modifications. Any associated requisition or shipping release shall be a "not to exceed without prior approval" order. If modifications are required after a PO or payment instrument has been provided to the vendor, a change order may subsequently be issued to the vendor upon concurrence of necessity of a change by the requesting department and Information Services.

3. HOLIDAYS: Upon approval by the requesting department and General Services, the vendor may work on holidays at the agreed upon holiday rate of pay.

#### Inspections and Corrections

1. INSPECTION OF WORK: All work performed under this contract shall be installed in a professional and workmanlike manner. Upon completion by the vendor, Information Services may perform a final inspection of the job, and if necessary, will create and submit to the vendor a punch list of deficiencies.

2. CORRECTION OF DEFICIENCIES: Vendor has FIVE (5) business days from receipt of a punch list to correct any deficiencies. Failure to comply may result in a 30-day suspension from the contract for each failure to comply.

Appendix B : Sample Quote Sheet

**Subject:** *location*

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The following is a quote for network cabling at (LOCATION).

**Deliverables**

- Install a single network drop
- This drop will require surface mounted raceway
- This cable will route to the existing patch panel in the Communications Room
- A module will be required for the network patch panel
- We will test the network cable
- We will machine label all installed components
- Network patch cords are being provided by others

**Pricing**

The following pricing is an estimate of items and labor required - actual parts and labor will be reflected on Invoice

Item Nbr	Quantity	Length	Description	Unit Price	Total
			Cat 6 Termination Single	\$	\$
			Plastic Raceway, Installed, Per Foot	\$	\$
			Cat 6 Non Plenum Single	\$	\$
			Drop Ceiling Entrance Fitting - Installed	\$	\$
			J Hooks		\$
			Junction Box Installed	\$	\$

TOTAL: \_\_\_\_\_

Appendix A : List of Bid Items (Must be Completed and Returned in Response)

\*\*\*Please quote ONE (1) Labor Rate for Overall Contract (Line 8)

Line	Description	QTY	UOM	Price	Extended Price
1	Cat 6 Termination Single	1	Each	\$	\$
2	4' Tall Wall Mount Swing Rack	1	Each	\$	\$
3	24 Port, Cat 6 Patch Panel, Rack Mount	1	Each	\$	\$
4	48 Port, Cat 6 Patch Panel, Rack Mount	1	Each	\$	\$
5	2" EMT Conduit, Installed, Per Foot	1	Foot	\$	\$
6	Plastic Raceway, Installed, Per Foot	1	Foot	\$	\$
7	Metallic Raceway, Installed, Per Foot Regular Rate, 15 Minute Interval 1/4	1	Foot	\$	\$
8	hour	1	1/4 hour	\$	\$
9	Cat 6 Non Plenum Single	1	Each	\$	\$
10	Right Angle Raceway Fitting	1	Each	\$	\$
11	Drop Ceiling Entrance Fitting - Installed	1	Each	\$	\$
12	J Hook, Installed	1	Each	\$	\$
13	Raceway Fitting - Installed	1	Each	\$	\$
14	Cat 6, Plenum, Single	1	Each	\$	\$
15	Cat 6, Non Plenum, Dual	1	Each	\$	\$
16	Cat 6, Plenum, Dual	1	Each	\$	\$
17	Cat 6, Non Plenum, Quad, 3 cables	1	Each	\$	\$
18	Cat 6 Plenum, Quad, 3 Cables	1	Each	\$	\$
19	Cat 6, Termination, Dual	1	Each	\$	\$
20	Cat 6, Termination, Quad	1	Each	\$	\$
21	2" Penetration w/firestop - Installed	1	Each	\$	\$
22	Wall Rack, Installed	1	Each	\$	\$
23	Junction Box, Installed	1	Each	\$	\$
24	19" Wall or Rack Mounted Shelf	1	Each	\$	\$
25	Cat 6, Outdoor Cable, Price per foot, Installed, Dual Drop	1	foot	\$	\$
26	Percent Discount from Catalog			%	%

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) \_\_\_\_\_

(BUSINESS NAME) \_\_\_\_\_

(DATE) \_\_\_\_\_

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

## 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 that 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 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. During the term of all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
  - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer".
  - b. Seek and maintain contracts with minority groups and human relations organizations as available.
  - c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities.
  - d. Use only recruitment sources which state in writing that they practice equal opportunity. Advise all recruitment sources that qualified minority

group members and women will be sought for consideration for all positions when vacancies occur.

5. Minority statistics are subject to audit by City of Chattanooga staff or other governmental agency.
6. The Contractor agrees to notify the City of Chattanooga of any claim or investigation by State or Federal agencies as to discrimination.

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(Signature of Contractor)

---

(Title and Name of Company)

---

(Date)



**No Contact/No Advocacy Affidavit**

City of Chattanooga  
Purchasing Division

**For Submission with Sealed RFP, RFQ, Sealed Bid Responses:**

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_ (agent name), being first duly sworn, deposes and says that:

(1) He/She is the owner, partner, officer, representative, or agent of \_\_\_\_\_  
\_\_\_\_\_ (business name), the Submitter of the attached sealed solicitation  
response to Solicitation # \_\_\_\_\_ :

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

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

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

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

Submitter Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

Notary Public: \_\_\_\_\_

My commission expires: \_\_\_\_\_

ADDENDUM NO. 1

RFP NUMBER: 184418

RFP TITLE: RFB Structured Cabling for Citywide Use

DEPARTMENT: Department of Information Technology

DATE OF ADDENDUM: May 28, 2019

ORIGINAL RFP DUE DATE AND TIME: May 29, 2019, 2:00 p.m., e.s.t.

REVISED RFP DUE DATE AND TIME: June 4, 2019, 4:00 p.m., e.s.t.

**Answers to all questions submitted by deadline are posted below. Please note the extension of the Bid Opening date.**

**The new bid opening will be June 4, 2019.**

(SIGNED): \_\_\_\_\_ (DATE): \_\_\_\_\_

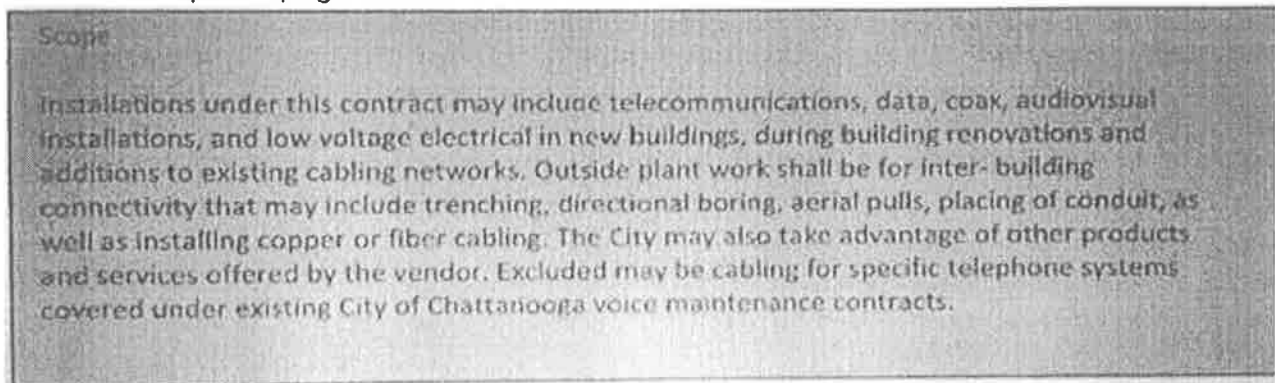
(COMPANY): \_\_\_\_\_

**You must sign one (1) copy of this page and return it with your proposal.**

**Retain a copy for your file.**

## Q&A for RFB #305508 – Structured Cabling for Citywide Use

Q: The Scope on page 2 of the ITB states:



Various aspects of outside plant construction are listed (i.e. trenching, directional boring, aerial work, etc.), however there are no line items in Appendix A that cover this work. How are these items to be priced?

A: These items will be quoted per job as needed.

Q: Can additional pricing line items be added to Appendix A ?

A: No.

Q: Can we get an electronic copy of the bid as a word document?

A: No, an electronic copy that can be modified will not be made available.

Q: What is the anticipated annual spend? If that is not available please provide the contract value for the last 2 years.

A: This information is not available.

Q: Page 8 of the ITB states "Material prices may not be increased, nor new item added, during the term of the contract. Please verify this includes the renewal periods as well and not just the initial term.

A: Once the contract is created, items cannot be added. Pricing must hold firm for the duration of the contract

Q: Item #1 under Installation on page 8 of the ITB states that all grounding conductors must be rated CMP. There are no line items in Appendix A that cover this work. How is this item to be priced?

A: Should be included in installation to meet the low voltage code standards.

Q: Does the City want labor to be included in the line items in appendix A (excluding items 8 and 26) or are those items for materials only?

A: Lines 1-7 and 9-25 are for Material only. Labor charges will be quoted on line 8.

Q: Please give detailed description of what labor and material should be included for each line item in Appendix A.

A: Lines 1-7 and 9-25 are for Material only. Labor charges will be quoted on line 8.

Q: On (page 9, Fire stopping) there are no line items in Appendix A that cover this work. How is this work to be priced?

A: These items will be quoted per job as needed.

Q: Page 10 under Vendor Base of Operation states the Vendor shall maintain an office within a 30 minute drive of Chattanooga. We currently have 3 offices in TN, however none of them are within 30 minutes of Chattanooga. Please verify that having this office opened as of the bid due date is not a requirement and the City would allow us to open an office if awarded this contract.

A: Awarded vendor is required to have an office that meets this requirement as this would affect response times.

Q: Please verify that item # 26 on Appendix A (Percent Discount from Catalog) means percent discount from material retail pricing.

A: This is correct. Please provide said catalog with Bid for reference.

Q: Item 9 - CAT 6 Non Plenum Single - What cable length you are looking for here per 1?

A: Vendors should bid per foot price.

Q: Item 14 - Cat 6, Plenum, Single - What is the cable length you are looking for per 1?

A: Vendors should bid per foot price.

Q: Item 15 - Cat 6, Non-Plenum, Dual - What is the cable length you are looking for per 1?

A: Vendors should bid per foot price.

Q: Item 16 - Cat 6, Plenum, Dual - What is the cable length you are looking for per 1?

A: Vendors should bid per foot price.

Q: Item 17 - Cat 6 Non Plenum, Quad, 3 cables - What is the cable length you are looking for per 1? What is a Quad but only (3) cables?

A: Vendors should bid per foot price. Quads should be quoted as 4 cables

Q: Item 18 - Cat 6 Plenum, Quad, 3 cables - What is the cable length you are looking for per 1? What is a Quad but only (3) cables?

A: Vendors should bid per foot price. Quads should be quoted as 4 cables

Cat6 Termination  
single

Q: include jack? A: Yes

4' wall mount swing  
rack

Q: 24U? A: Yes

24 Port Cat6 Patch  
panel

Q: unloaded? Loaded? A: Could be either based on project. Please note additional line item.

48 Port Cat6 Patch  
Panel

Q: unloaded? Loaded? A: Could be either based on project. Please note additional line item.

2" EMT  
Installed/Foot

Plastic Raceway  
Installed/Foot

Q: include cost of raceway? A: Yes, please include material costs

Metal Raceway  
installed/foot

Q: include cost of raceway? A: Yes, please include material costs

Regular Rate 15 min  
int 1/4hr

Cat6 Non Plenum  
Single

Q: cable, installed, terminated and certified?  
A; Yes

Right angle raceway  
fitting

Drop ceiling entrance  
fitting ins

J Hook Installed

Q: include cost of hook? A: Yes

Raceway fitting installed

Q: include cost of fitting? A: Yes

Cat6 plenum Single

Q: cable, installed, terminated and certified?  
A: Yes

Cat6 non plenum dual

Q: cable, installed, terminated and certified?  
A: Yes

Cat6 plenum dual

Q: cable, installed, terminated and certified?  
A: Yes

Cat6 non plenum 3 cables

Q: cable, installed, terminated and certified?  
A: Yes

Cat6 plenum 3 cables

Q: cable, installed, terminated and certified?  
A: Yes

bid says  
"quad" which  
is 4

Cat6 termination dual

Q: cable, installed, terminated and certified?  
A: Yes

Cat6 termination 3 cables

Q: cable, installed, terminated and certified?  
A: Yes

bid says  
"quad" which  
is 4

2" penetration w/firestop ins

Q; include cost of w? A: Yes

Wall rack installed

Q: include cost of wall rack? A: Yes

junction box installed

Q: include cost of junction box? A: Yes

19" wall or rack mount shelf

Q: include cost of wall or rack mount? A: Yes

Cat6 Dual Outdoor Installed/foot

Q: include cost of cat dual outdoor installed? A: Yes

Discount from catalog items

Q: include cost of from? A: Yes

Q: Is the vendor to provide material and labor for each line item or is the City providing the material?

A: Material should be provided by the vendor.

Q: When would the contract start?

A: When the bid process is complete

Q: May we use a Leviton Berktek cabling solution for the project?

A: Yes

Appendix A : List of Bid Items (Must be Completed and Returned in Response)

\*\*\*Please quote ONE (1) Labor Rate for Overall Contract (Line 8)

Line	Description	QTY	UOM	Price	Extended Price
1	Cat 6 Termination Single	1	Each	\$	\$
2	4' Tall Wall Mount Swing Rack	1	Each	\$	\$
3	24 Port, Cat 6 Patch Panel, Rack Mount, Loaded	1	Each	\$	\$
4	24 Port, Cat 6 Patch Panel, Rack Mount, Unloaded	1	Each	\$	\$
5	48 Port, Cat 6 Patch Panel, Rack Mount, Loaded	1	Each	\$	\$
6	48 Port, Cat 6 Patch Panel, Rack Mount, Unloaded	1	Each	\$	\$
7	2" EMT Conduit, Installed, Per Foot	1	Foot	\$	\$
8	Plastic Raceway, Installed, Per Foot	1	Foot	\$	\$
9	Metallic Raceway, Installed, Per Foot Regular Rate, 15 Minute Interval 1/4	1	Foot	\$	\$
10	hour	1	1/4 hour	\$	\$
11	Cat 6 Non Plenum Single	1	Each	\$	\$
12	Right Angle Raceway Fitting	1	Each	\$	\$
13	Drop Ceiling Entrance Fitting - Installed	1	Each	\$	\$
14	J Hook, Installed	1	Each	\$	\$
15	Raceway Fitting - Installed	1	Each	\$	\$
16	Cat 6, Plenum, Single	1	Each	\$	\$
17	Cat 6, Non Plenum, Dual	1	Each	\$	\$
18	Cat 6, Plenum, Dual	1	Each	\$	\$
19	Cat 6, Non Plenum, Quad, 4 cables	1	Each	\$	\$
20	Cat 6 Plenum, Quad, 4 Cables	1	Each	\$	\$
21	Cat 6, Termination, Dual	1	Each	\$	\$
22	Cat 6, Termination, Quad	1	Each	\$	\$
23	2" Penetration w/firestop - Installed	1	Each	\$	\$
24	Wall Rack, Installed	1	Each	\$	\$
25	Junction Box, Installed	1	Each	\$	\$
26	19" Wall or Rack Mounted Shelf	1	Each	\$	\$
27	Cat 6, Outdoor Cable, Price per foot, Installed, Dual Drop	1	foot	\$	\$
28	Percent Discount from Catalog			%	%