

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.

V
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D
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R
RFQ

BID OPENING DATE AND TIME:

18-JAN-17 at 2:00 PM

BID NUMBER: 304545

BUYER:

PHONE #: (423) 643-7230

DELIVERY REQUIRED:

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

| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|--|------------|----------|------|------------|-------|
| Requisition No.: 147438 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 ***** | | | | | |
| DESCRIPTION: This shall be a twelve (12) month blanket contract for the Supply and Delivery of Standard Valves 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. ***** | | | | | |
| ATTACHMENTS: - Payment Terms - Iran Divestment Act - Affirmative Action Plan - Standard Terms and Conditions: (http://www.chattanooga.gov/purchasing/standard-terms-and-conditions) ***** | | | | | |
| *** BIDS MUST BE RECEIVED NO LATER THAN *** ***** 2:00 PM ON JANUARY 18, 2017 ***** ***** | | | | | |
| * PRE-BID MEETING WILL BE HELD JANUARY 4, 2017 AT 10:00 AM IN PURCHASING CONFERENCE ROOM, 101 EAST 11TH ST., CHATTANOOGA, TN 37402 * ***** | | | | | |
| * PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (304545) ON OUTSIDE PACKAGING * | | | | | |
| ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION, FREIGHT ALLOWED. ***** | | | | | |
| NOTE: 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. | | | | | |
| 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. ***** | | | | | |
| PRICE ESCALATION CLAUSE: All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the contractor has changed prices to all of its customers, then, at the time of contract renewal, the price under this contract may be adjusted accordingly after acceptance. All price increases must be justified by providing a copy of the prevailing labor wage or material cost increases. Prompt notice of price changes (increases or reductions) must be furnished to the Purchasing Agent at least 30 days prior to the requested effective date and the prices for these services/materials shall remain firm for twelve (12) months. The effective date of price increases shall be the date the Purchasing Agent accepts the price changes or the effective date of increase stated by contractor's notice to Purchasing Agent, whichever is later. ***** | | | | | |
| PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION: | | | | | |
| Company Name _____ | | | | | |
| Address _____ | | | | | |

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| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|---|------------|----------|------|------------|-------|
| Phone/Toll-Free No. _____ | | | | | |
| Fax No. _____ | | | | | |
| E-Mail Address _____ | | | | | |
| Contact Person's Name _____ | | | | | |
| Estimated Delivery _____ | | | | | |
| Minority-Owned Business ____ Small Business ____ Veteran ____ | | | | | |
| Minority Woman Owned Business ____ Disabled Veteran ____ | | | | | |
| Women-Owned Business ____ | | | | | |

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

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

TERMS OF PAYMENT: _____

TELEPHONE NUMBER: _____

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

COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

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| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|------|-------------------------------------|----------|------|------------|-------|
| 1 | Gate Valve, Brass, 1/4", Threaded | 1 | Each | _____ | _____ |
| 2 | Gate Valve, Brass, 3/8", Threaded | 1 | Each | _____ | _____ |
| 3 | Gate Valve, Brass, 1/2", Threaded | 1 | Each | _____ | _____ |
| 4 | Gate Valve, Brass, 3/4", Threaded | 1 | Each | _____ | _____ |
| 5 | Gate Valve, Brass, 1", Threaded | 1 | Each | _____ | _____ |
| 6 | Gate Valve, Brass, 1-1/4", Threaded | 1 | Each | _____ | _____ |
| 7 | Gate Valve, Brass, 1-1/2", Threaded | 1 | Each | _____ | _____ |
| 8 | Gate Valve, Brass, 2", Threaded | 1 | Each | _____ | _____ |
| 9 | Gate Valve, Brass, 2-1/2", Threaded | 1 | Each | _____ | _____ |
| 10 | Gate Valve, Brass, 3", Threaded | 1 | Each | _____ | _____ |

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| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|------|-------------------------------------|----------|------|------------|-------|
| 11 | Ball Valve, Brass, 1/4", Threaded | 1 | Each | _____ | _____ |
| 12 | Ball Valve, Brass, 3/8", Threaded | 1 | Each | _____ | _____ |
| 13 | Ball Valve, Brass, 1/2", Threaded | 1 | Each | _____ | _____ |
| 14 | Ball Valve, Brass, 3/4", Threaded | 1 | Each | _____ | _____ |
| 15 | Ball Valve, Brass, 1", Threaded | 1 | Each | _____ | _____ |
| 16 | Ball Valve, Brass, 1-1/4", Threaded | 1 | Each | _____ | _____ |
| 17 | Ball Valve, Brass, 1-1/2", Threaded | 1 | Each | _____ | _____ |
| 18 | Ball Valve, Brass, 2", Threaded | 1 | Each | _____ | _____ |
| 19 | Ball Valve, Brass, 2-1/2", Threaded | 1 | Each | _____ | _____ |
| 20 | Ball Valve, Brass, 3", Threaded | 1 | Each | _____ | _____ |

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| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|------|---|----------|------|------------|-------|
| 21 | Ball Check Valve, PVC SCH 80, 1/2", Tru-Union | 1 | Each | _____ | _____ |
| 22 | Ball Check Valve, PVC SCH 80, 3/4", Tru-Union | 1 | Each | _____ | _____ |
| 23 | Ball Check Valve, PVC SCH 80, 1", Tru-Union | 1 | Each | _____ | _____ |
| 24 | Ball Check Valve, PVC SCH 80, 1-1/2", Tru-Union | 1 | Each | _____ | _____ |
| 25 | Ball Check Valve, PVC SCH 80, 2", Tru-Union | 1 | Each | _____ | _____ |
| 26 | Ball Check Valve, PVC SCH 80, 3", Tru-Union | 1 | Each | _____ | _____ |
| 27 | Ball Valve, PVC SCH 80, 1/2", Tru-Union | 1 | Each | _____ | _____ |
| 28 | Ball Valve, PVC SCH 80, 3/4", Tru-Union | 1 | Each | _____ | _____ |
| 29 | Ball Valve, PVC SCH 80, 1", Tru-Union | 1 | Each | _____ | _____ |
| 30 | Ball Valve, PVC SCH 80, 1-1/2", Tru-Union | 1 | Each | _____ | _____ |

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| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|------|---|----------|------|------------|-------|
| 31 | Ball Valve, PVC SCH 80, 2", Tru-Union | 1 | Each | _____ | _____ |
| 32 | Ball Valve, PVC SCH 80, 2-1/2", Tru-Union | 1 | Each | _____ | _____ |
| 33 | Ball Valve, PVC SCH 80, 3", Tru-Union | 1 | Each | _____ | _____ |
| 34 | Swing Check Valve, Brass, Y, 1/2", Threaded | 1 | Each | _____ | _____ |
| 35 | Swing Check Valve, Brass, Y, 3/4", Threaded | 1 | Each | _____ | _____ |
| 36 | Swing Check Valve, Brass, Y, 1", Threaded | 1 | Each | _____ | _____ |
| 37 | Swing Check Valve, Brass, Y, 1-1/2", Threaded | 1 | Each | _____ | _____ |
| 38 | Swing Check Valve, Brass, Y, 2", Threaded | 1 | Each | _____ | _____ |
| 39 | Swing Check Valve, Brass, T, 1/4", Threaded | 1 | Each | _____ | _____ |
| 40 | Swing Check Valve, Brass, T, 3/8", Threaded | 1 | Each | _____ | _____ |

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| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|------|---|----------|------|------------|-------|
| 41 | Swing Check Valve, Brass, T, 1/2", Threaded | 1 | Each | _____ | _____ |
| 42 | Swing Check Valve, Brass, T, 3/4", Threaded | 1 | Each | _____ | _____ |
| 43 | Swing Check Valve, Brass, T, 1", Threaded | 1 | Each | _____ | _____ |
| 44 | Swing Check Valve, Brass, T, 1-1/2", Threaded | 1 | Each | _____ | _____ |
| 45 | Swing Check Valve, Brass, T, 2", Threaded | 1 | Each | _____ | _____ |
| 46 | Swing Check Valve, Brass, T, 2-1/2", Threaded | 1 | Each | _____ | _____ |
| 47 | Swing Check Valve, Brass, T, 3", Threaded | 1 | Each | _____ | _____ |
| 48 | Plug Valve, Dezurik, 6" | 1 | Each | _____ | _____ |
| 49 | Plug Valve, Dezurik, 8" | 1 | Each | _____ | _____ |
| 50 | Plug Valve, Dezurik, 10" | 1 | Each | _____ | _____ |

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| Item | Class-Item | Quantity | Unit | Unit Price | Total |
|------|---|----------|------|------------|-------|
| 51 | Plug Valve, Dezurik, 6" PLUG ONLY | 1 | Each | _____ | _____ |
| 52 | Plug Valve, Dezurik, 8" PLUG ONLY | 1 | Each | _____ | _____ |
| 53 | Plug Valve, Dezurik, 10" PLUG ONLY | 1 | Each | _____ | _____ |
| 54 | Air Release Valve, ARI D020, 2", | 1 | Each | _____ | _____ |
| 55 | Air Release Valve, ARI D020, 4" | 1 | Each | _____ | _____ |
| 56 | Air Release Valve, ARI D020, 6" | 1 | Each | _____ | _____ |
| 57 | Air Release Valve, ARI D020, 8" | 1 | Each | _____ | _____ |
| 58 | Asahi Valve, CPVC, 1-1/2", VPN 1532015 | 1 | Each | _____ | _____ |
| 59 | Asahi Valve, O-ring, Viton, VPN 3325015 | 1 | Each | _____ | _____ |
| 60 | % Markup for Valves Not Listed | 1 | Each | _____ | _____ |

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COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

**PAYMENT TERMS
FOR
STANDARD VALVES FOR WASTE RESOURCES DIVISION
December 2016**

1. PAYMENT OF SERVICES

- 1.1. The City will make payment to the Vendor according to the City's normal policies and procedures.
- 1.2. Before an order can be placed for routine transactions, City will request a Quote from Vendor with detailed breakdown. Once City has approved the quoted price and submits Requisition for same, it will advise Vendor of the Release Number in order to place the order.
- 1.3. If City approves a partial shipment, Vendor must mark the Invoice "Partial." Otherwise, Vendor must request a new Release Number before invoicing City.
- 1.4. Vendor's Invoice must list a valid E-Mail Address for billing questions and inquiries.
- 1.5. 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.
- 1.6. 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.
- 1.7. Items being billed on Markup line must have corresponding source Invoice and that total and markup breakdown must be reflected on Vendor's Invoice to the City.
- 1.8. Vendor will be responsible for collecting signature and legible name of City employee when delivering goods and/or services and must be able to produce said Proof of Delivery ("POD") upon request. The POD must contain an itemized list of goods and/or services. The POD must accompany each Department's payment packet before presenting the Invoice with all necessary backup to City's Accounts Payable Division. Including copy of POD with Invoice is encouraged.
- 1.9. Vendor's Invoices that are billed inaccurately, incompletely, or otherwise unprocessable are not considered valid.
- 1.10. When sending City a Revised Invoice, it must be clearly marked "Revised." When sending City a replacement Invoice, it must reference the Invoice Number it is replacing.
- 1.11. Invoices to the City shall reference the City Department, Release Number, Work Order Number, and the first and last name of the City employee placing the order.

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

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

and copy sent to:

Moccasin Bend Wastewater Treatment Plant
455 Moccasin Bend Road
Chattanooga, TN 37405
MBacctspayable@chattanooga.gov

BID FORM
Standard Valves for Waste Resources Division
City of Chattanooga
December 2016

| Description | | | | Price | Unit |
|--------------------|-------------|---------|-----------|-------|------|
| Gate Valve, | Brass, | 1/4", | Threaded | \$ | each |
| Gate Valve, | Brass, | 3/8", | Threaded | \$ | each |
| Gate Valve, | Brass, | 1/2", | Threaded | \$ | each |
| Gate Valve, | Brass, | 3/4", | Threaded | \$ | each |
| Gate Valve, | Brass, | 1", | Threaded | \$ | each |
| Gate Valve, | Brass, | 1-1/4", | Threaded | \$ | each |
| Gate Valve, | Brass, | 1-1/2", | Threaded | \$ | each |
| Gate Valve, | Brass, | 2", | Threaded | \$ | each |
| Gate Valve, | Brass, | 2-1/2", | Threaded | \$ | each |
| Gate Valve, | Brass, | 3", | Threaded | \$ | each |
| Ball Valve, | Brass, | 1/4", | Threaded | \$ | each |
| Ball Valve, | Brass, | 3/8", | Threaded | \$ | each |
| Ball Valve, | Brass, | 1/2", | Threaded | \$ | each |
| Ball Valve, | Brass, | 3/4", | Threaded | \$ | each |
| Ball Valve, | Brass, | 1", | Threaded | \$ | each |
| Ball Valve, | Brass, | 1-1/4", | Threaded | \$ | each |
| Ball Valve, | Brass, | 1-1/2", | Threaded | \$ | each |
| Ball Valve, | Brass, | 2", | Threaded | \$ | each |
| Ball Valve, | Brass, | 2-1/2", | Threaded | \$ | each |
| Ball Valve, | Brass, | 3", | Threaded | \$ | each |
| Ball Check Valve, | PVC SCH 80, | 1/2", | Tru-Union | \$ | each |
| Ball Check Valve, | PVC SCH 80, | 3/4", | Tru-Union | \$ | each |
| Ball Check Valve, | PVC SCH 80, | 1", | Tru-Union | \$ | each |
| Ball Check Valve, | PVC SCH 80, | 1-1/2", | Tru-Union | \$ | each |
| Ball Check Valve, | PVC SCH 80, | 2", | Tru-Union | \$ | each |
| Ball Check Valve, | PVC SCH 80, | 3", | Tru-Union | \$ | each |
| Ball Valve, | PVC SCH 80, | 1/2", | Tru-Union | \$ | each |
| Ball Valve, | PVC SCH 80, | 3/4", | Tru-Union | \$ | each |
| Ball Valve, | PVC SCH 80, | 1", | Tru-Union | \$ | each |
| Ball Valve, | PVC SCH 80, | 1-1/2", | Tru-Union | \$ | each |
| Ball Valve, | PVC SCH 80, | 2", | Tru-Union | \$ | each |
| Ball Valve, | PVC SCH 80, | 2-1/2", | Tru-Union | \$ | each |
| Ball Valve, | PVC SCH 80, | 3", | Tru-Union | \$ | each |
| Swing Check Valve, | Brass, Y, | 1/2", | Threaded | \$ | each |
| Swing Check Valve, | Brass, Y, | 3/4", | Threaded | \$ | each |
| Swing Check Valve, | Brass, Y, | 1", | Threaded | \$ | each |
| Swing Check Valve, | Brass, Y, | 1-1/2", | Threaded | \$ | each |
| Swing Check Valve, | Brass, Y, | 2", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 1/4", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 3/8", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 1/2", | Threaded | \$ | each |

BID FORM
 Standard Valves for Waste Resources Division
 City of Chattanooga
 December 2016

| Description | | | | Price | Unit |
|---------------------|-----------|---------|-------------|-------|------|
| Swing Check Valve, | Brass, T, | 3/4", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 1", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 1-1/2", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 2", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 2-1/2", | Threaded | \$ | each |
| Swing Check Valve, | Brass, T, | 3", | Threaded | \$ | each |
| Plug Valve, | Dezurik, | 6", | | \$ | each |
| Plug Valve, | Dezurik, | 8", | | \$ | each |
| Plug Valve, | Dezurik, | 10", | | \$ | each |
| Plug Valve, | Dezurik, | 6", | PLUG ONLY | \$ | each |
| Plug Valve, | Dezurik, | 8", | PLUG ONLY | \$ | each |
| Plug Valve, | Dezurik, | 10", | PLUG ONLY | \$ | each |
| Air Release Valve, | ARI D020, | 2", | | \$ | each |
| Air Release Valve, | ARI D020, | 4", | | \$ | each |
| Air Release Valve, | ARI D020, | 6", | | \$ | each |
| Air Release Valve, | ARI D020, | 8", | | \$ | each |
| Asahi Valve, | CPVC, | 1-1/2", | VPN 1532015 | \$ | each |
| Asahi Valve, Oring, | Viton, | | VPN 3325015 | \$ | each |

Markup for Valves Not Listed _____ %

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 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

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.

(Signature of Contractor)

(Title and Name of Company)

(Date)