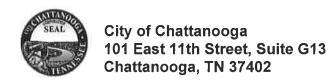
BID SOLICITATION



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:

14-DEC-16 at 2:00 PM

BID NUMBER: 304497

BUYER:

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

M	City of Chattanooga
A	101 East 11th Street, Suite G13
1	Chattanooga, TN 37402
L	
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Class-Item Quantity Unit **Unit Price Total** Item

Requisition No.: 146338

Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233

DESCRIPTION:

This shall be a twelve (12) month blanket contract for Sewer Line Cleaning 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.

ATTACHMENTS:

- Specifications
- 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 DECEMBER 14, 2016 ****

PLEASE SUBMIT BIDS IN DUPLICATE INDICATING

BID NUMBER (304497) 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:

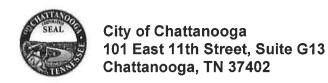
All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the contractor has changed prices to all of its customers, then, at the time of contract

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	<u> </u>
Phone/Toll-Free No.	x
Fax No.	
E-Mail Address	

BID SOLICITATION



SEALED BIDS

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

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R	

BID OPENING DATE AND TIME:

14-DEC-16 at 2:00 PM

BID NUMBER: 304497

BUYER:

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

City of Chattanooga 101 East 11th Street, Suite G13 Chattanooga, TN 37402 T 0

Item	Class-Item	Quantity	Unit	Unit Price	Total
Contact Person's N	ame				
Estimated Delivery					
Minority-Owned Bu	siness Small Business Veteran				
Minority Woman O	wned Business Disabled Veteran				
Women-Owned Bu	siness				

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

ALL BIDS MUST BE SIGNED - The undersigned offers the above quoted prices

The City is Exempt from all Federal and St	ate Tax.
Bids will be received at the above mention	ed address.

TERMS OF PAYMENT: ______

TELEPHONE NUMBER: _____

under the conditions contained herein.

COMPANY: _____ SIGNATURE: ___

NAME AND TITLE;

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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R			

BID OPENING DATE AND TIME:

14-DEC-16 at 2:00 PM

BID NUMBER: 304497

0

BUYER:

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Combination Jetter/Vacuum Truck	3500	Hour		
2	Combination Jetter/Vacuum Truck (Emergency)	8	Hour		
3	Jetter Truck per section	8	Hour		<u> </u>
4	Jetter Truck per section (Emergency)	8	Hour		
5	Tracked easement machine	8	Hour		<u> </u>
6	Wheeled easement machine	275	Hour		
	*				
	A .				

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:

SPECIFICATIONS FOR BLANKET CONTRACT TO SUPPLY SEWER LINE CLEANING SERVICES FOR THE INTERCEPTOR SEWER SYSTEM AND RELATED FACILITIES

WASTE RESOURCES DIVISION CITY OF CHATTANOOGA, TENNESSEE

1.0 GENERAL

1.1 SCOPE OF SERVICES

The Scope of Services included in these Specifications shall be for the provision of sanitary sewer, combined sewer, storm sewer, pump station, and tank cleaning labor services and related materials and equipment on an as-needed basis for the Moccasin Bend Wastewater Treatment Plant (MBWWTP) and related facilities of the Waste Resources Division, including Combined Sewer Overflow Treatment Facilities (CSOTF), Sanitary and Stormwater Pump Stations, and the City Landfills. The Moccasin Bend Wastewater Treatment Plant (MBWWTP) is located at 455 Moccasin Bend Road, Chattanooga, Tennessee 37405.

It is the responsibility of each bidder to visit the Moccasin Bend Wastewater Treatment Plant and the related Waste Resources Division facilities to determine the types of structures for which these services may be required, the associated work areas and conditions, the sizes and types of equipment and parts, the safety requirements, and any other circumstances associated with the provision of these services.

Any questions or comments related to the services described in these Specifications may be directed to Mr. Geoff Hipp, Buyer, e-mail: ghipp@chattanooga.gov.

1.2 BASIS OF BIDDING

The Vendor shall submit one (1) bid on the City's Standard Bid Form. The Bid shall include the labor cost per hour for the various personnel and equipment. Please refer to Appendix A for a list of these items for which costs shall be provided.

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 for a two-person crew and truck of the stated classification and any and all equipment necessary to perform the work described herein.

The Vendor shall also provide hourly rates for overtime for the various work described herein and as indicated in Appendix A. Emergency work as described in Section 2.2.1.D of these specifications shall be paid for at the stated overtime rate.

The bid shall be awarded on the basis of the unit cost per hour of the personnel as well as an evaluation of the Vendor's qualifications, experience, capabilities and other factors specified in the City Code.

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

1.3 SUBMITTALS

1.3.1 Bid Bond

None.

1.3.2 Performance Bond

\$10,000 from successful bidder.

1.3.3 References and Experience

The Vendor shall provide the following regarding qualifications:

- A. The Vendor shall provide description of capabilities and recent experience in providing sewer line cleaning services of the type contemplated under this request.
- B. The Vendor shall provide a list of municipal sewer line cleaning projects as follows:
 - 1. At least two (2) municipal project(s) for which the Vendor is providing, or has within the past five (5) years provided long term, high volume sewer line cleaning services (minimum 500,000 feet per year) of sewer line cleaning of lines greater than 6 inches in diameter.
 - 2. <u>At least two (2) municipal projects</u> for which the Vendor has provided within the past five (5) years, high volume cleaning services (<u>minimum 5,000 feet per year</u>) of sewer line cleaning of lines greater than 24 inches in diameter.
 - 3. At least one (1) municipal project for which the Vendor has provided within the past five (5) years, high volume cleaning services (minimum 5,000 feet per year) of sewer line cleaning of lines in easements.

This list of projects shall contain the following information for each project listed:

- a. Name, address, and phone number of the Municipality.
- b. Name, fax number, and phone number of a representative of the Municipality who is knowledgeable about the project.
- c. Brief description of the services provided, sewer line footage cleaned, the duration of the contract, and bid basis of contract (\$/ft, \$/hr, etc.)
- d. A statement of the approximate value of the contract.
- e. A statement of when the contract was completed.

C. The Vendor shall provide resumes of the Vendor's Project Manager and key technical and operations personnel.

D. Experience

1. The Vendor shall provide a description of its work force including number of skilled personnel and their length of service with the company.

1.4 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

The Vendor shall comply with rules and conditions found in the City of Chattanooga Purchasing Department's "General Conditions and Instructions to Bidders" that are a part of the invitation to Bid for the equipment or services specified herein.

1.5 LENGTH OF CONTRACT

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

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

Hourly rates shall be subject to adjustment by mutual agreement based on the Southern States CPI as published by the US Department of Labor.

1.6 INSURANCE

The Vendor shall, prior to the award of the Contract, furnish proof and maintain in force the following types of insurance at the minimum limits specified below:

COVERAGES	LIMITS OF LIABILITY
Workmen's Compensation	Statutory
Employer's Liability	\$750,000
Bodily Injury Liability	\$750,000 each occurrence
Except Automobile	\$1,500,000 aggregate
Property Damage Liability	\$750,000 each occurrence
Except Automobile	\$750,000 aggregate
Automobile Bodily Injury	\$750,000 each person
Liability	\$1,500,000 each occurrence
Automobile Property Damage	\$750,000 each occurrence
Excess Umbrella Liability	\$3,000,000 each occurrence

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

2.0 SERVICES AND OTHER REQUIREMENTS

2.1 GENERAL

2.1.1 Subcontractors

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

2.1.2 Compliance with Applicable Regulations

All of the services provided by the Vendor shall be completed in a good and workmanlike manner. All services provided shall be in compliance with all applicable statues, rules, ordinances and regulations of, but not limited to, the USEPA, TDEC, 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.

2.1.4 Failure to Provide Services and Termination of Contract

In the event the Vendor:

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

The City of Chattanooga shall have the right to terminate the Contract immediately upon the written notification by the City for the reasons listed above and the City shall complete the Contract or have the services completed by another vendor in any reasonable manner at the Vendor's expense.

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

2.2 DESCRIPTION OF CONTRACTED SERVICES

2.2.1 General

- A. The Vendor shall provide equipment and labor services for the line cleaning and root removal for sanitary and combined sewer lines and structures throughout the City-owned and operated wastewater collection system, the Moccasin Bend Wastewater Treatment Plant, the City Landfill and related Waste Resources Division facilities. The Vendor shall provide all labor, benefits, tools, equipment, fuel, materials and other related expenses necessary to provide these services.
- 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 personnel and equipment when it is needed.
- C. 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.
- D. Vendor shall perform emergency work when requested by the City. Response to the need for emergency work shall be within four (4) hours of notification. Emergency work will be paid at the overtime rates. Vendor shall supply an after-hours contact name and phone number through which notification of the need for emergency work shall be made.

2.2.2 Vendor Services

- A. The Vendor shall provide trained personnel to perform various tasks requested by the City in accordance with the agreed hourly rates (reference Appendix A). Hourly rate shall include all typical hand tools and equipment used by sanitary sewer line cleaning crews. Root cutters up to 15-inch diameter and general cleaning nozzles shall be considered incidental to the work and shall be supplied by the Vendor. Specialized equipment shall be as listed in Appendix A and shall have separate hourly rates (see Paragraph 2.2.2-C below).
- B. The Vendor shall provide the services of a superintendent or project manager as needed to review the various projects and assignments with City personnel, to determine labor, materials, and equipment needed, and to provide any other planning, sketches, drawings, product research or other requirements of the work.
- C. The Vendor shall provide, as applicable to the various work assignments, available equipment owned by Vendor and listed in Appendix A. Hourly rates for use of Vendor's equipment shall be provided.
- D. The Vendor shall provide personnel time sheets for all work performed, indicating the personnel classification, hours of work, use of specialized equipment, and/or use of approved subcontractors. Upon completion of

each project or assignment, vendor shall obtain the signature of the responsible City supervisor on the time sheets, and provide a copy of the signed time sheets to the City supervisor.

- E. The Vendor shall ensure that upon completion of work assignments, all materials and equipment are cleaned up and/or removed, all materials requiring disposal are removed, all equipment is properly stored, and the work area is completely cleaned. The City supervisor shall review and sign off on the completion of these tasks, giving final approval of the work.
- F. Vendor cleaning equipment shall meet the following minimum specifications:
 - 1. Jetter and Combination Jetter/Vacuum trucks shall be late model (no more than three model years old). Combination trucks shall be minimum 9yard dump body with a vacuum system capable of 3600 CFM free air at 16" of Mercury vacuum, 80 GPM@2500 PSI delivered through 500' of 1" diameter hose. Combination Cleaning water capacity shall be at least 1000 gallons. Jetter trucks shall be capable of a minimum 50 GPM@2500 PSI delivered through 500' of 1" diameter hose. Cleaning water capacity shall be at least 750 gallons.
- G. The truck price per hour shall include one complete crew, consisting of, as a minimum, one truck operator and one laborer to operate the Vendor's equipment. The crew shall be trained in the operation of all of the above equipment, traffic control procedures and OSHA safety rules and regulations associated with sewer line cleaning services.
- H. The Vendor shall provide a resume or work history for all personnel being provided for this contract prior to beginning the work. If personnel change during the course of the work, work histories or resumes shall be provided prior to commencement of the work. The Vendor shall provide all labor, equipment, materials, fuel, utilities, insurance, and other related services required in connection with the contract for sewer line cleaning services for the removal and disposal of all dirt, silt, gravel, sand, wood, roots, leaves, grease, rags, sewage solids, various types of chemical scales, semi-solids, and any other debris that may be found in municipal sewer systems including interceptor sewers, sanitary and combined collection systems, related manholes, junction boxes, and other sewers and sewer structures as designated by the City.

Included, but not limited to, are the following specific items of work:

- Clean and remove debris and roots from up to 200± miles of sewers annually. Clean up to an average of 2500 feet per day (±10 percent) of small sewer lines over the duration of the project. The quantity of large line cleaning and easement cleaning will be mutually agreed upon by the City and the Vendor as needed.
- 2. Re-clean any sewer lines found to be deficient as a result of City's inspection at no charge to the City.

- 3. Actual amount of work performed will be based on the amount of City funding available. Work in excess of the quantity listed above may be increased in future years, if additional City funding is available and both City and Vendor are in agreement.
- The Vendor shall obtain all necessary permits and approvals from all regulatory agencies and provide the City with proof of same.
- J. The Vendor shall furnish labor, including as a minimum, the following:
 - 1. Provide one (1) complete and independent Crew, consisting of, as a minimum, one (1) operator and one (1) laborer/flagman to operate the Vendor's equipment to wash, collect, remove and dispose of debris from sanitary system.
 - 2. Provide a Crew thoroughly trained in the operation all of the above equipment, traffic control procedures, and OSHA safety rules and regulations associated with sewer line cleaning services.
 - 3. Provide Crew Leader that is a properly licensed CDL operator. Provide copy of CDL license to City before beginning work. If Crew Leader is replaced or reassigned, a copy of his replacement's CDL license shall be provided before he can begin work.
 - 4. Provide to the City a resume or work history for all personnel being provided for this contract prior to beginning the work. If personnel changes during the course of performing the work, provide to the City a resume or work history for the new personnel being provided prior to beginning the work.
- K. The Vendor shall provide normal traffic control measures during execution of the work.
- L. The Vendor shall provide a communication device to the City in order to have reliable communications between the Vendor and the City. (i.e. two-way radio, cell phone, etc).
- M. The Vendor shall schedule work to be performed during City's normal work hours Monday through Friday, 7:30 am till 4:00 pm, unless otherwise mutually agreed upon by the City and the Vendor (no work shall be scheduled for holidays not worked by the City).
 - The Vendor shall schedule work to begin when the City provides the work orders and project instructions to the Vendor and to end 0.5 hour after completing the final job of the day to allow the Vendor to return to the project base location.
- N. The Vendor shall coordinate the contract for specified sewer line cleaning services with the City's operating schedule.
- O. The Vendor shall conduct the contract for sewer line cleaning services in compliance with all applicable federal, state, and local laws, regulations, permits, and approvals.

- P. The Vendor shall provide adequate supervision and technical and managerial oversight of the Vendor's employees, subcontractors, and agents.
- Q. The Vendor shall provide a written Contingency Plan that addresses, as a minimum, the following circumstances:
 - 1. Abnormal weather conditions that could interrupt the sewer line cleaning services.
 - 2. Changes in personnel that could disrupt the sewer line cleaning services.
 - 3. Malfunction of equipment items related to the sewer line cleaning services.
 - 4. Damage to private property during the performance of the sewer line cleaning services.
 - 5. Emergency cleaning services.
 - 6. Re-cleaning of sewer lines found to be deficient as a result of City's inspection.
- R. The Vendor shall conduct operations so as not to cause a nuisance to the public involving odors, dust, vectors, or noise.
- S. The Vendor shall obtain all necessary permits and approvals from all regulatory agencies, and furnish copies of all required permits and approvals to the City.
- The Vendor shall provide and submit reports and certifications as required by all applicable EPA and/or State regulations, and furnish copies of all required reports to the City in a timely manner.
- U. The Vendor shall complete the service work assigned in a good and workmanlike manner. The Vendor and Vendor's personnel shall comply 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 Proposer or to the services described herein.
- V. The Vendor's personnel shall comply with all City, Waste Resources Division, and Moccasin Bend WWTP work rules and regulations when on site.
- W. The Vendor's services 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.
- X. Water used by Vendor shall be from a metered supply with an approved backflow device to protect the water supply. All water usage logs will be provided on the first business day of month for the preceding month.

2.2.3 City Supplied Services

- A. The City will designate a Project Coordinator and Inspector to oversee the Vendor's work.
- B. The City will designate line segments to be cleaned by means of work orders and project lists.
- C. The City will provide all water and disposal necessary for cleaning operations.
- D. The City will identify the locations for disposal of debris from cleaning operations.

3.0 **EXECUTION**

3.1 CONTRACT STARTING DATE

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

3.2 PAYMENT OF SERVICES

The quantity of hours will be determined from the work order and inspection reports prepared by the City assigned inspector. Only hours worked on project shall be applicable.

Downtime for equipment, personnel, or other problems shall not be charged against the project. Representatives of the Vendor and the City will review the time sheets at the end of each workweek to determine the hours of work performed during that period.

4.0 PAYMENT OF SERVICES

- **4.1.** The City will make payment to the Vendor according to the City's normal policies and procedures.
- 4.2. Invoices for labor must have a service report or daily timesheet attached showing employee's name, title, hours worked, plus details of the job performed.
- 4.3. Invoice descriptions on transaction lines must match the wording of the Purchase Order and reference the corresponding transaction line. The Vendor shall not invoice the City for any item that is not specifically listed on the subsequent Purchase Order.
- **4.4.** Invoices to the City shall reference the Moccasin Bend work order number and the first and last name of the City employee placing the order.
- 4.5. Invoices must list a valid e-mail address for billing questions and inquiries.
- **4.6.** Invoices must be sent to the City on the Invoice Date.

4.7. 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 a copy sent to:

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

APPENDIX A

RATES

	<u>Unit</u>	Rate
Combination Jetter/Vacuum Truck	Hour	
Combibation Jetter/Vacuum Truck (Emergency)	Hour	
Jetter Truck per section	Hour	
Jetter Truck per section (Emergency)	Hour	
Tracked easement machine	Hour	
Wheeled easement machine	Hour	

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_pers ons_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.	•	statistics ental age	subject	to	audit	by	City	of	Chattanooga	staff	or	other
		tractor ag							ga of any claim mination.	or		

(Signature of Contractor)	
(Title and Name of Company)	