

Date: October 16, 2018

Requisition No.: 176621

**PURCHASING DEPARTMENT
101 EAST 11TH 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 11th Street, Suite G13,
Chattanooga, TN 37402 until 2:00 P.M., EST. on October 30, 2018*

**Requisition / Bid No.: R176621 / 305250
Ordering Dept.: Parks Division, Public Works
Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov**

**Items Being Purchased: Youth Athletic Associate Baseball Field
Renovation**

*****REQUEST FOR BIDS MUST BE RECEIVED***
2:00 P.M., EST on October 30, 2018**

*****PRE-BID CONFERENCE WILL BE CONDUCTED***
10:00 A.M., EST on October 23, 2018**

**The City of Chattanooga reserves the right to reject any and/or all proposals,
waive any informality in the proposals received, and to accept any proposal
which in its opinion may be for the best interest of the City.**

**The City of Chattanooga will be non-discriminatory in the purchase of all goods
and services on the basis of race, color or national origin.**

**The City's Standard Terms and Conditions may be found on website:
<http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>**

Note: ALL BIDS MUST BE SIGNED

All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Company Name: _____

Mailing Address: _____

City & Zip Code: _____

Phone/Toll Free No.: _____

Fax No.: _____

E-Mail Address: _____

Contact Person: _____

Company Title: _____

Signature: _____

BID SOLICITATION



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

BID OPENING DATE AND TIME:
 30-OCT-18 at 2:00 PM

BID NUMBER: 305250

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

SEALED BIDS

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 176621 / 305250 Ordering Dept.: Parks Division, Public Works Department Buyer: Mark McKeel Phone No.: 423-643-7236					
Items Being Purchased: Youth Athletic Association Baseball Field Renovations					
ATTACHMENTS: 1. Specifications & Bid Form (9 pages) 2. Affirmative Action Plan (2 pages) 3. Insurance Requirements (see page 2 of specs) 4. Iran Divestment Act Disclosure (1 page) 5. No Contact / No Advocacy Notice (1 page) City of Chattanooga (COC) Terms and Conditions posted on Website http://www.chattanooga.gov/purchasing/standard-terms-and-conditions If you can't download call buyer for a copy.					
NOTE: A Pre-Bid Conference will be held October 23, 2018 at 10:00 AM, in the Purchasing Conference Room At City Hall, 101 East 11th Street, Chattanooga, TN 37402 Attendance at the Pre-Bid is Preferred.					
This Shall Be A Twelve (12) Month Blanket Contract To Supply Renovation Services for Youth Athletic Association Baseball Fields for Parks 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 OCTOBER 30, 2018 ***					
PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (305250) ON OUTSIDE PACKAGING					
**** Vendor Shall Hold Prices Firm for First (1st) Year of Contract ****					
Price Escalation Clause: If as a result of a general change in prices or discounts, the Contractor has changed prices to all of its customers, the price under this contract may be adjusted accordingly. Contractor may be requested to show proof of alleged price changes prior to approval of any price adjustments.					
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,					

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Item	Class-Item	Quantity	Unit	Unit Price	Total
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unless specific written exceptions are otherwise stated.

Any manufacturer;s names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references ar enot intended to be restrictive. Bids will be considered for 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 _____

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



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 Chattanooga, TN 37402

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City of Chattanooga
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 Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Hixson Field 1 (A option) Renovation	1	Job	_____	_____
2	Hixson Field 1 (B option) Renovation	1	Job	_____	_____
3	Hixson Field 2 Renovation	1	Job	_____	_____
4	Hixson Field 3 Renovation	1	Job	_____	_____
5	Hixson Field 4 Renovation	1	Job	_____	_____
6	Hixson Field 5 Renovation	1	Job	_____	_____
7	Hixson Field 6 Renovation	1	Job	_____	_____
8	Hixson Field 7 Renovation	1	Job	_____	_____
9	Hixson Field 8 Renovation	1	Job	_____	_____
10	Rivermont Field 1 Renovation	1	Job	_____	_____

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City of Chattanooga
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Item	Class-Item	Quantity	Unit	Unit Price	Total
11	Rivermont Field 2 Renovation	1	Job	_____	_____
12	Rivermont Field 3 Renovation	1	Job	_____	_____
13	Rivermont Field 4 (Option A) Renovation	1	Job	_____	_____
14	Rivermont Field 4 (Option B) Renovation	1	Job	_____	_____
15	Rivermont Field 5 Renovation	1	Job	_____	_____
16	Rivermont Field 6 Renovation	1	Job	_____	_____
17	Rivermont Field 7 Renovation	1	Job	_____	_____
18	Lookout Valley Field 1 Renovation	1	Job	_____	_____
19	Lookout Valley Field 2 Renovation	1	Job	_____	_____
20	Lookout Valley Field 3 Renovation	1	Job	_____	_____

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City of Chattanooga
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Item	Class-Item	Quantity	Unit	Unit Price	Total
21	Lookout Valley Field 4 Renovation	1	Job	_____	_____
22	Lookout Valley Field 5 Renovation	1	Job	_____	_____
23	Lakeside Field 1 Renovation	1	Job	_____	_____
24	Lakeside Field 2 Renovation	1	Job	_____	_____
25	Lakeside Field 3 Renovation	1	Job	_____	_____
26	Lakeside Field 4 Renovation	1	Job	_____	_____
27	Lakeside Field 5 Renovation	1	Job	_____	_____

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: _____

TELEPHONE NUMBER: _____

COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

Specifications for Baseball Field Renovations
City of Chattanooga, PWD Parks Division
9/17/18

General

1. Scope:

This specification covers Baseball Field Renovations for up to twenty-five (25) fields, at four (4) locations, to be completed over three (3) years.

The length of the contract for these services shall be for the period of three years, beginning the date the purchase order is issued by the City of Chattanooga.

It is the intent of these specifications to ensure the installation of a quality natural playing surface. The playing field shall be furnished in a "Game Ready" condition and shall meet all prevailing Dizzy Dean youth baseball and softball association requirements and specifications.

It is the responsibility of each bidder to visit each location, listed below, to become familiar with any peculiar circumstances that may be associated with each field and location:

- Hixson Youth Athletic Association Fields (8 total)
5410 School Drive
Hixson, TN 37343
- Rivermont Youth Athletic Association Fields (7 total)
Dixie Drive
Chattanooga, TN 37415
- Lookout Valley Youth Athletic Association Fields (5 total)
370 Warren Place
Chattanooga, TN 37419
- Lakeside Youth Association
4801 Swann Rd
Chattanooga, TN 37416

2. Conditions and Instructions to Bidders:

2.1 Bidders must submit a completed bid proposal form (provided as part of these specifications)

2.2 Bidders must also submit a list of at least five associations, schools, or municipalities to whom the CONTRACTOR has supplied Baseball Field installation or renovation services in the past five years. The list shall include customer name, name of contact that has worked directly with the CONTRACTOR, address and telephone number of customer.

2.3 The CONTRACTOR 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.

3. Requirements for Insurance Coverage:

The CONTRACTOR shall be insured and bonded to the following limits:

- | | |
|---------------------------------|--|
| 1. Commercial General Liability | \$1,000,000 per occurrence
\$2,000,000 in general aggregate |
| 2. Automobile Liability | \$1,000,000 combined per occurrence |
| 3. Workman's Compensation | \$500,000 per accident |
| 4. Professional Liability | \$1,000,000 per claim and aggregate |

The CONTRACTOR shall provide proof of these insurance and bonding requirements at the time of the bid.

The insurance shall remain in force at all times during this contract.

4. Basis for Award

Awards shall be made to the responsible and responsive CONTRACTOR submitting the best bid, considering the following:

- Proposed Schedule of Services
- Conformity to Specifications
- Price
- Ability to Perform

5. Basis for Bidding

- Per site cost for renovation, specific to each field, including all travel, materials, equipment, and incidentals necessary for the CONTRACTOR's representative(s) to perform renovations, as detailed in these specifications.

6. Services – Description of Work Activities (Please see appendix for definitions and materials specs)

6.1 Hixson Youth Athletic Association

6.1.1 Field 1: For this field, a decision has not yet been made about whether or not to remove grass infield. Please submit pricing for each of the two options below.

6.1.1.A Bases set at 60', 70', and 90'. Grass cut back and infield extended. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.1.B Bases set at 60', 70', and 90'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.2 Field 2: Bases set at 60' and 70'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.3 Field 3: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.4 Field 4: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.5 Field 5: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.6 Field 6: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.7 Field 7: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.1.8 Field 8: Bases set at 60' and 70'. Redefine infield with addition of grass. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.2 Rivermont Youth Athletic Association

6.2.1 Field 1: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.2.2 Field 2: Bases set at 60' and 70'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.2.3 Field 3: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.2.4 Field 4: For this field, a decision has not yet been made about whether or not to remove grass infield. Please submit pricing for each of the two options below.

6.2.4.A Bases to be set at 60', 70', and 90'. Remove infield grass and mound; install at least 2" infield mix.

6.2.4.B Bases set at 60', 70', and 90'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add or remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.2.5 Field 5: Bases set at 50' and 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner

6.2.6 Field 6: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner

6.2.7 Field 7: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner

6.3 Lookout Valley Youth Athletic Association

6.3.1 Field 1: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.3.2 Field 2: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.3.3 Field 3: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.3.4 Field 4: Bases set at 70'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.3.5 Field 5: Bases set at 60' and 70'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.4 Lakeside Youth Association

6.4.1 Field 1: Bases set at 60', 70', 80', and 90'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.4.2 Field 2: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.4.3 Field 3: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.4.4 Field 4: Bases set at 60'. Remove infield lips and build up; re-establish infield edges per field specs; till, laser grade, and compact infield; add/remove infield mix as needed; reset base anchors as needed; topdress with field conditioner.

6.4.5 Field 5: Grass field. Set bases at 60'. Add infield mix along the baselines and infield as needed.

7. Qualifications for Prospective Bidders:

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

- A period of five years' experience in the performance of baseball field installation or renovation.
- At least 5 references for similar work performed
- Must have in possession and experienced with laser guided finishing equipment
- Provide equipment list
- STMA and/or ASBA membership preferred, provide documentation
- Provide documentation on related certifications

8. Execution:

Fields to be renovated in the first year shall be agreed upon by Parks and CONTRACTOR within ten working days after the issue of a purchase order. The CONTRACTOR shall have up to thirty days after the issue of the purchase order to create a renovation schedule and submit to Parks for approval. All renovations shall take place during the period of November to December, annually. Parks currently estimates ten fields each to be renovated in 2018 and 2019, and the remaining five fields in 2020.

Parks director, in advance of field application, must approve Field conditioner. In addition, CONTRACTOR will supply a copy of the MSDS for the field conditioner with each invoice.

9. Payment:

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

Before an order can be placed for routine transactions, City will request a Quote from Vendor with detailed breakdown. City may require breakdown on its own form. Once City has approved the quoted price and submits Requisition for same, it will advise Vendor of the Release Number in order to place the order. Invoices that do not reference the Release Number will not be considered complete or valid.

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

9.2. 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.

9.3. 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.

9.4. Items being billed on Markup line must have corresponding source Invoice, and that total and Markup breakdown must be reflected on Vendor's Invoice to the City. The Markup for items purchased on the percent Markup line, is for markup of items only. No Markup is allowed for taxes or freight charges. The taxes and freight charges will be a straight reimbursement, with no Markup.

9.5. Markup will be calculated as the following example:

If the parts cost vendor \$100.00,
And the Markup on contract is 10 %,
City will reimburse Vendor \$110.00.

- 9.6. Vendor will be responsible for collecting signature and legible name of City employee when delivering goods and/or services and must be able to produce said Proof of Delivery (“POD”) upon request. The POD must contain an itemized list of goods and/or services. The POD must accompany each Department’s payment packet before presenting the Invoice with all necessary backup to City’s Accounts Payable Division. Including copy of POD with Invoice is encouraged and speeds payment processing time.
- 9.7. Vendor’s Invoices that are billed inaccurately, incompletely, or otherwise unprocessable are not considered valid.
- 9.8. 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.
- 9.9 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.
- 9.10. 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:

City of Chattanooga
Parks Division
1503 Middle St
Chattanooga, TN 37408
ammccormick@chattanooga.gov

Appendix: Definitions/Materials

Excess Materials: Provide the owners' authorized representative with a 10-ton stockpile of material for future use

Finish Grading: For best results, material shall be finish graded with a laser device that allows accuracy to +/- 1/8 inch. A slope of ½ % to 1% shall be placed on the infield surface in order to facilitate surface drainage.

Inspection: The finished surface of the infield shall be smooth and free from any visible dips, humps, bumps, or other blemishes that would hinder the removal of water through positive surface drainage. Where warranted, a finished elevation survey shall be conducted to assure proper installation.

Topdressing: Following successful inspection, topdressing shall be applied to the surface for optimum product performance. This topdressing is either expanded shale or calcined clay product and shall be added at a rate of 0.5 pounds per 1 square foot for maintenance, or 1 pound per 1 square foot for new construction.

Infield Mix: Shall be clean, dry clay mixed with washed mason-type sand, resulting in a weed-free mixture that is reddish-brown in color, having a yield of 1.35 tons per cubic yard when placed loose or 1.5 tons per cubic yard when compacted 85% - 90% on a Standard Proctor Test (ASTM D 689-07). The material possesses the following particle size analysis:

- Total sand content shall be 70-75%
- The combined amount of sand retained on the medium, course, and very course sieves shall be greater than or equal to 50%
- The combined amount of silt and clay shall be 25-30%
- The ratio of silt divided by clay, otherwise known as the SCR, shall be 0.5 – 1.0
- No particles greater than 3mm
- Equal to or less than 5% of particles shall be retained on the 2 mm

Infield Mix Installer: Installers of materials specified shall have, at minimum, five successful installations of similar projects and materials. Installers shall be in possession of and demonstrate knowledge of the use of laser guided finishing equipment.

Bid

Location	Price
Hixson Field 1 (Option A)	
Hixson Field 1 (Option B)	
Hixson Field 2	
Hixson Field 3	
Hixson Field 4	
Hixson Field 5	
Hixson Field 6	
Hixson Field 7	
Hixson Field 8	
Rivermont Field 1	
Rivermont Field 2	
Rivermont Field 3	
Rivermont Field 4 (Option A)	
Rivermont Field 4 (Option B)	
Rivermont Field 5	
Rivermont Field 6	
Rivermont Field 7	
Lookout Valley Field 1	
Lookout Valley Field 2	
Lookout Valley Field 3	
Lookout Valley Field 4	
Lookout Valley Field 5	
Lakeside Field 1	
Lakeside Field 2	
Lakeside Field 3	
Lakeside Field 4	
Lakeside Field 5	

Affirmative Action Plan

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

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

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

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

(Signature of Contractor)

(Title and Name of Construction Company)

(Date)

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

No Contact/No Advocacy

Notice Receipt

City of Chattanooga

Purchasing Division

For Submission with Scaled Bid Solicitation Responses:

_____ (Vendor Agent name), states 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 # _____, and said

Business has taken notice, and will abide by the following No Contact and No Advocacy clauses:

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

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

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

Submitter Signature:

Printed Name:

Title: _____

Date: _____