

# BID SOLICITATION



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

## BID OPENING DATE AND TIME:

06-MAR-18 at 2:00 PM

**BID NUMBER: 305016**

## 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
Requisition No.: 165396 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 *****					
<b>DESCRIPTION:</b> This shall be a twelve (12) month blanket contract for Overhead Crane Maintenance and Repair 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>ATTACHMENTS:</b> - Specifications - Iran Divestment Act - Affirmative Action Plan - Standard Terms and Conditions: ( <a href="http://www.chattanooga.gov/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/purchasing/standard-terms-and-conditions</a> ) *****					
*** BIDS MUST BE RECEIVED NO LATER THAN *** ***** 2:00 PM ON MARCH 6, 2018 ***** *****					
PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (305016) ON OUTSIDE PACKAGING *					
ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION, FREIGHT ALLOWED. *****					
<b>NOTE:</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.  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. *****					
<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. *****					
<b>PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:</b>  Company Name _____ Address _____ Phone/Toll-Free No. _____ Fax No. _____ E-Mail Address _____					

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

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

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

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

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1	PM Digester Bldg Budgit EC-6005-1	1	Each	_____	_____
2	PM Plant Maintenance Shop Demag P212	1	Each	_____	_____
3	PM Wet Weather Grit North Kone CXT40410050P35FCLOS	1	Each	_____	_____
4	PM Wet Weather Grit South Yale LEW335MP14	1	Each	_____	_____
5	PM Chlorine Storage Hoist Wright Spacemaster II and R&M Mat. DC-3-21	1	Each	_____	_____
6	PM Wet Weather Sludge Bldg Yale	1	Each	_____	_____
7	PM Return Sludge Bldg Kone XN255003B1STDF	1	Each	_____	_____
8	PM Influent Bldg Demag HKP1250H30G8L-2/1	1	Each	_____	_____
9	PM UNOX Tanks Yale Wallage A Frame	1	Each	_____	_____
10	PM UNOX Tanks Budgit Wallage A Frame/5T15-15 and 10T15-M20 (2 each)	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
11	PM CB2 Basement R& M Mat. SX2410010P1M6FANOS (2 each)	1	Each	_____	_____
12	PM Digester Basement Wright CW101S026-15M25 (2 each)	1	Each	_____	_____
13	PM FPB 2nd Floor SE Demag P212	1	Each	_____	_____
14	PM CB2 over Centrifuge R & M Mat. SX5410080P5M6FELOF (2 each)	1	Each	_____	_____
15	PM CB1 over Centrifuge Yale CEW5X33RT19/6D2 (2 each)	1	Each	_____	_____
16	PM FPB 2nd Floor Demag P1050H30L4/1F10 (2 each)	1	Each	_____	_____
17	PM Latta St PS Chisholm Moore	1	Each	_____	_____
18	PM Orchard Knob PS Demas Junior PK59	1	Each	_____	_____
19	PM East Brainerd PS Bantam LP1495	1	Each	_____	_____
20	PM Hixon 1 PS Bantam	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
21	PM Hixon 2 PS Bantam	1	Each	_____	_____
22	PM Hixon 3 PS CM Hoist Series 646	1	Each	_____	_____
23	PM Boyscout PS R & M Mat. DB-2-42	1	Each	_____	_____
24	PM Dupont PS Yale KEL2-25TH15/552	1	Each	_____	_____
25	PM Friar Branch PS Demag KP625H26L2/1F10	1	Each	_____	_____
26	PM 23rd St PS Budgit 11606415 B	1	Each	_____	_____
27	PM Ringgold PS Yale DE050-071L20D	1	Each	_____	_____
28	PM Citico PS OMI S6-1-50	1	Each	_____	_____
29	PM South Chickamauga PS Wright 175-2357-2	1	Each	_____	_____
30	PM Mountain Creek PS Coffin JLCET4009	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
31	PM Williams ST CSO ABUS GM5Fab. No. 03145187	1	Each	_____	_____
32	PM Highland Park PS Budgit 11690013	1	Each	_____	_____
33	PM Tripod type man winches for confined space entry (approx. 10 each)	1	Each	_____	_____
34	Non-emergency Repair Services	1	Hour	_____	_____
35	Emergency Repair Services	1	Hour	_____	_____
36	Repair parts not covered by annual maintenance services % Mark up	1	Hour	_____	_____
37	Machine Shop - Budgit - H1932	1	Each	_____	_____
39	Collegedale PS - Load Lifter - Maxwell	1	Each	_____	_____
40	West Chickamauga PS - Yale - DE039-066L30D	1	Each	_____	_____

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

**SPECIFICATIONS FOR  
OVERHEAD CRANE MAINTENANCE  
AND REPAIR SERVICES FOR THE  
WASTE RESOURCES DIVISION  
CITY OF CHATTANOOGA, TENNESSEE  
(JANUARY, 2018)**

**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 a blanket service contract for inspection, preventive maintenance, and time and material repair services for all of the division's overhead cranes and hoists for the WASTE RESOURCES DIVISION, including the Moccasin Bend Wastewater Treatment Plant (MBWWTP), 455 Moccasin Bend Road, Chattanooga, Tennessee 37405, and various wastewater pump stations throughout the area.

A listing of all current overhead cranes covered by these specifications is given in Appendix A.

It is the responsibility of each bidder to visit both the Moccasin Bend Wastewater Treatment Plant and other locations within the WASTE RESOURCES DIVISION and to become familiar with, and have a working knowledge of all types, sizes, and quantities of overhead cranes which are to be serviced under these specifications.

Any questions or comments related to the services described in these specifications may be directed to the Maintenance Manager at Moccasin Bend Wastewater Treatment Plant, 455 Moccasin Bend Road, Chattanooga, Tennessee 37405, phone (423) 643-7445.

**1.2 BASIS OF BIDDING**

The Contractor shall submit bid on attached form and shall list all prices as described herein. The Bid shall include three (3) parts: One (1) price shall be given for annual maintenance service (as described in Section 2.2.2) for each overhead crane listed in Appendix A. If a new crane or hoist is installed during the term of this Contract, the Contractor shall submit a price for preventative maintenance for the new crane or hoist, to be approved by the Plant Maintenance Manager, prior to work beginning. This price shall be honored for the remaining term of the Contract. An additional cost per hour price shall be given for labor and equipment to perform repair services on an as-called basis, not covered under the annual maintenance visit, as described in Section 2.2.3. Prices shall be given for both non-emergency and emergency services. Pricing shall also be given that indicates the percent markup on parts required to be supplied by the vendor for repair services not covered under the annual maintenance visit (as described in Section 2.2.4).

The cost for all services shall include any and all costs for wages, benefits, indirect costs, overhead and profit, insurance, travel, and any other related direct or indirect cost. The cost for all services shall include 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.

***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**

Not Required

#### **1.3.2 Performance Bond**

None Required.

#### **1.3.3 References and Experience**

##### **A. References**

1. The Vendor shall submit a list of five (5) customers for whom the Vendor has performed overhead crane maintenance and 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. The vendor shall provide proof of certification of its key employees who will actually be performing the crane and hoist inspections.
4. The Vendor shall provide a list of overhead crane manufacturers for



whom it serves as a factory authorized repair and service facility.

#### **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 firm rates 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.

#### **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:

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

#### **1.7 WARRANTY**

The Vendor shall warrant and guarantee the work performed for a period of one (1) year following completion of the work. 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, TOSHA, 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 sites.

#### **2.1.3 *Timesheets***

Vendor shall provide with each invoice employee Timesheets showing time worked on the job. In the case an employee works overtime, the number of standard work hours must be included prior to any authorized overtime. Timesheets shall include all work performed, indicating the hours of work, use of specialized equipment, and/or use of approved subcontractors. City maintains the right to have Vendor's employees to clock in and out on WRD provided TimeClock. Work Order Numbers are to be specified on all Timesheets and TimeClock transactions. TimeClock information is for WRD use only. Punching the Timeclock does not waive the requirement for employee Timesheets being attached to invoices. TimeClock reports will not be used to pay invoice.

#### **2.1.4 *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.

#### **2.1.5 *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 thirty (30) 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 all labor, benefits, equipment, fuel, materials and any other related expenses necessary to provide the overhead crane inspection, maintenance and repair services described herein for the Waste Resources Division. The Vendor shall provide one (1) qualified crane inspector to inspect all cranes and hoists. Additional crane technicians, if needed, will be approved by the City before working on any job.
- B. For the annual maintenance services described in Section 2.2.2, the City will attempt to schedule the work to optimize the use of the Vendor's technicians and equipment when it is needed. The Vendor shall provide the repair services described in Section 2.2.3 on an "as needed" basis as requested by the City.
- 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 supply as part of his bid any man-lift or any other tools and equipment needed to perform the crane service and inspections.

### **2.2.2 Annual Maintenance Services**

- A. Vendor shall provide annual inspection and maintenance services described below to all overhead cranes and hoists listed in Appendix A. All periodic (annual) inspections and maintenance shall comply with OSHA 1910.179(j)(3) . If more frequent inspections are deemed necessary by the City, those inspections shall comply with OSHA 1910.179(j)(1)(ii)(b) for frequent inspections. Arrangements will be made for Vendor to be accompanied to each site by a City representative for access. The Vendor and City representative will mutually agree as to when these services are to be performed. It is expected that these services will take place as soon as possible after award of this contract.

1. Review manufacturer's instructions.
2. If the building is equipped with intrusion alarms, notify the appropriate person before operating.
3. Schedule maintenance on these cranes so that it does not interfere with plant operations.
4. Inspect general condition of overhead cranes and hoist mechanisms, mountings, guides, anchor bolts, etc. Clean, tighten, and adjust as required. Make minor repairs as needed at the time of inspection.
5. Inspect all chains and wire rope for frayed or broken strands or excessive rusting.
6. Operate the crane/hoist, noting that the crane/hoist tracks evenly and is in good working condition.
8. Operate with power from stop to stop and at intermediate positions. Observe performance of various components, such as brake, limit switches, motor, gear box, etc. Clean and adjust as needed.
9. For hoists, check manual operation. Note, functioning or hand pulls, chains sprockets, etc.
10. Examine motor, starter, push button, etc., blow out or vacuum if needed.
11. Clean unit and mechanism thoroughly. Touch up paint where needed to prevent corrosion.
12. Record findings, notify City representative in writing of additional service work needed and record for follow-up purposes.
13. Provide City representative with copy of recorded findings resulting from annual maintenance services. The copy shall be in a format that meets OSHA requirements and can easily be updated. One electronic copy and two hard copies of the report shall be submitted to the City.
14. Each crane will be inspected at the component level.
15. Inspect all equipment oil and lube reservoirs levels and report any excessive leakage. Add oil as needed.
16. Visually inspect the sheaves, drums, wheels, and bearings for general conditions and proper lubrication. Lube as needed.

17. Inspect the wire rope for any signs of kinking, crushing, cutting, bird caging, corrosion, or other unusual wear. Lube as needed.
18. Visually inspect the load block and hook for any excessive wear, such as bending, twisting, cracks, grooves, or increased throat opening.
19. Visually inspect the external parts of the hoists, trolley frames, catwalks, and handrails for loose bolts, broken parts, misalignments, broken welds, or any other unusual conditions.
20. Check entire unit for smoothness of operation and proper pendant identifications.
21. Open control boxes and check all contactors, relays, timers, etc., for proper operation, loose or broken connections.
22. Inspect all safety devices, i.e. limit switches, for proper operation.
23. Inspect external motors and wiring for wear and deterioration. Check operations of all motors in general.
24. Inspect general condition of the end stops, rail sweeps, drop lugs, and shock absorbing bumpers.
25. Visually inspect motor brakes for proper operation or possible need of adjustment or replacement of brake discs, studs, coils, shoes, etc. Adjust as needed.
26. Inspection of collector shoes, brushes, or wheels for signs of arcing and/or wear.

a. Bridge

- i. Brake and hydraulics (visual / Adjust as needed)
- ii. Gear Case (Visual/ audible / add oil)
- iii. Couplings (visual)
- iv. Line shaft Bearings (audible / lube as needed)
- v. Wheel Gearings (visual / lube as needed)
- vi. Wheel Bearings (audible / lube as needed)
- vii. Control Operation (function)

b. Main and Auxiliary Hoists

- i. Load Chain Gear (visual / lube as needed)
  - ii. Load Chain (visual / lube as needed)
  - iii. Holding Brake (air gap set)
  - iv. Gear Case (Visual / audible / add oil)
  - v. Couplings (visual)
  - vi. Upper Sheave (visual / lube as needed)
  - vii. Rope Drum (visual)
  - viii. Wire Rope (visual / lube as needed)
  - ix. Bottom Block (visual / lube as needed)
  - x. Hook and Latch (Visual)
  - xi. Limit Switches (test)
  - xii. Pushbutton Pendant / Remote (function / Add Warning Tag as needed)
  - xiii. Control Operation (function)
- c. Jibs
  - i. Mast Condition (Visual / lube as needed)
  - ii. Head Condition (visual / lube as needed)
  - iii. Boom Condition (visual / lube as needed)
  - iv. Jib Power Connection (function)
  - v. Pushbutton and Control Festoon
- d. Trolley
  - i. Brake (gap/ visual)
  - ii. Gear Case (Visual/ audible / add oil)
  - iii. Couplings (visual)
  - iv. Wheel Gearings (visual/lube as needed)
  - v. Wheel Bearings (audible/lube as needed)

- vi. Control Operation (function)
- e. Monorail
- f. Switches and interlocks (function and lube as needed)
- g. All Warning Devices (function)
- h. General Condition and Housekeeping
- i. Runway Mainline (function)

### **2.2.3 Overhead Crane/ Hoist Repair Services**

- A. Vendor shall provide overhead crane / hoist **repair services** on an "as needed" basis as requested by the City. Vendor shall designate a representative to be contacted whenever the City requests such service. Vendor shall provide the non-emergency requested services within 48 hours of request by the City, unless other arrangements are mutually agreed upon. All non-emergency repair services requested by the City will be scheduled for normal working hours and will be paid at the hourly rate stated on the Vendor's bid form for these services. Vendor shall provide an estimate for repair services on the City's Estimate Form.
- B. Vendor shall provide all labor, benefits, equipment, fuel, tools, travel time, and any other related expenses necessary to perform these services. Parts required for these services shall be paid at their documented cost plus markup stated on Vendor's bid form. A copy of the Vendor's original invoice shall be submitted showing the percent markup when invoicing the City.
- C. **Emergency repair services** and services requested after hours, weekends or holidays will be paid at Vendor's hourly rate given on the bid form for these time periods. Emergency repair services shall be considered those requested by the City within four (4) hours of notification of Vendor.

### **2.2.4 Replacement of Parts**

All parts required to be provided by vendor in performance of the services covered under Section 2.2.3 shall be paid for at their documented cost plus Vendor's markup as stated on Vendor's bid form. Vendor shall provide documentation of cost of parts with submission of invoices.

### **2.2.5 City Supplied Services**

The City will provide the following services:

1. A designated representative to authorize repair services.
2. Access to City facilities covered by these specifications.

### **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**

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

**3.2.2.** Before an order can be placed for routine transactions, City will request an Estimate from Vendor with detailed breakdown. City will require breakdown on its own form. Once City has approved the estimated 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.

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

**3.2.4.** 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.

**3.2.5.** 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.

**3.2.6.** 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.

**3.2.7.** Markup will be calculated as the following example:

If the part costs vendor \$100.00,  
and the Markup on contract is 10%,  
City will reimburse Vendor \$110.00.



**3.2.8.** 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 and speeds payment processing time.

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

**3.2.10.** 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.

**3.2.11.** 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.

**3.2.12.** 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](mailto:acctspayable@chattanooga.gov)

and copy sent to:

Moccasin Bend Wastewater Treatment Plant  
455 Moccasin Bend Road  
Chattanooga, TN 37405  
[MBacctspayable@chattanooga.gov](mailto:MBacctspayable@chattanooga.gov)

**Appendix A: Waste Resources Division Cranes and Hoists -**

**January 2018**

<b>Crane/ Hoist Number</b>	<b>Location</b>	<b>Manufacturer</b>	<b>Ton</b>	<b>Model Number</b>	<b>Serial Number</b>	<b>Type</b>
	<b><u>Liquids</u></b>					
1	Digester Building Main Floor	Budgit	3	EC-6005-1	ECID-217-SUD	Chain
2	Plant Maintenance Shop	Demag	3	P212	Not available	Wire
3	Wet Weather Grit Tanks- North	Kone	3	CXT40410050P35FCLOS	11030739	Chain
4	Wet Weather Grit Tanks- South	Yale	3	LEW335MP14	LEW3P112VMD	Wire
5	Chlorine Storage Hoist	Wright	3	Spacemaster II	W5-2213F-1	Wire
7	Wet Weather Sludge Building	Yale	3	Not available	Not available	Wire
8	Return Sludge Building	Kone	5	XN255003B1STDF	10266319	Wire
9	Influent Building Main Floor	Demag	12	HKP1250H30G8L-2/1	20215	Wire
10	UNOX Tanks	Yale	3	Wallage A Frame	Not available	Chain
11	UNOX Tanks	Budgit	5	Wallage A Frame/5T15-15	Not available	Chain
12	UNOX Tanks	Budgit	10	Wallage A Frame/10T15-M20	Not available	Chain
	<b><u>Solids</u></b>					
13	Centrifuge Bldg #2 Basement	R&M Mat.	1	SX2410010P1M6FANOS	A02034	Wire
14	Centrifuge Bldg #2 Basement	R&M Mat.	1	SX2410010P1M6FANOS	A02035	Wire
15	Digester Basement N. end	Wright	1	CW101S026-15M25	531-23-02432	Wire
16	Digester Basement N. end	Wright	1	CW101S026-15M25	531-23-02433	Wire
17	Filter Press Bldg-2nd Floor SE	Demag	3	P212	425H22	Wire
18	Centrif. Bldg #2 over Centrif. #1	R&M Mat.	5	SX5410080P5M6FELOF	C-02-1141A	Wire
19	Centrif. Bldg #2 over Centrif. #2	R&M Mat.	5	SX5410080P5M6FELOF	C-02-1141B	Wire
20	Centrif Bldg #1 over Centrif. #1	Yale	5	CEW5X33RT19/6D2	W312127A	Wire
21	Centrif Bldg #1 over Centrif. #2	Yale	5	CEW5X33RT19/6D2	W312127A	Wire
22	Filter Press Bldg-2nd Floor-West	Demag	20	P1050H30L4/1F10	81086	Wire
23	Filter Press Bldg-2nd Floor-East	Demag	20	P1050H30L4/1F10	81087	Wire

	<b><u>Pump Stations</u></b>					
24	Latta Street PS	Chisholm Moore	1	M	Not Available	chain
25	Orchard Knob PS	Demas Junior	1	PK59	2279402	chain
26	East Brainerd PS	Bantam	1.5	LP1495	LP1495	chain
27	Hixson #1 PS	Bantam	1.5	Not Available	LP-1715	chain
28	Hixson #2 PS	Bantam	1.5	Not Available	LP-1712	chain
29	Hixson #3 PS	CM Hoist	1.5	S- Chisholm Moore	Series 646	chain
30	Boyscout PS	R&M Mat.	2	DB-2-42	160259VK1	wire
31	Dupont PS	Yale	2	KEL2-25TH15/552	K-132767	chain
32	Friar Branch	Demag	5	KP625H26L2/1F10	785309	wire
33	23RD Street PS	Budgit	5	11606415 B	267848	chain
34	Ringold PS	Yale	5	DE050-071L20D	07C26K91	wire
35	Citico PS	OMI	10	S6-1-50	161013AN1	wire
36	South Chickamauga PS	Wright	12	175-2357-2	44-02-1245	wire
37	Mountain Creek PS	Coffin	N/A	JLCET4009	JMA484PD	chain
38	Williams Street CSOTF	ABUS	2.2	GM5Fab. No. 03145187	D788268-0013	chain
39	Highland Park PS	Budgit	2	11690013	269832	chain
40	Approx. ten (10) tripod type man winches for confined space entry	Various		various	various	wire

**BID FORM  
ANNUAL BLANKET CONTRACT TO SUPPLY  
OVERHEAD CRANE MAINTENANCE SERVICES AND  
OVERHEAD CRANE REPAIR SERVICES  
FOR THE WASTE RESOURCES DIVISION  
CITY OF CHATTANOOGA, TENNESSEE**

**SECTION 2.2.2 – ANNUAL MAINTENANCE SERVICES**

Vendor shall fill in unit bid prices per crane and hoists for performance of annual inspection and maintenance services.

Crane/ Hoist Number	Location	Manufact urer	Ton	Model Number	Cost
	<b><u>Liquids</u></b>				
1	Digester Building Main Floor	Coffing	3	EC-6005-1	
2	Plant Maintenance Shop	Demag	3	P212	
3	Machine Shop	Budgit	3	H1932	
4	Wet Weather Grit Tanks- North	Yale	3	LEW335MP14	
5	Wet Weather Grit Tanks- South	Yale	3	LEW335MP14	
6	Chlorine Storage	Wright	3	Spacemaster II	
	Chlorine Hoist	R&M Mat.	3	DC-3-21	
7	Wet Weather Sludge Building	Yale	3	Not available	
8	Return Sludge Building	Demag	5	EKP212H2014/XF-10	
9	Influent Building Main Floor	Demag	12	HKP1250H30G8L-2/1	
10	UNOX Tanks	Yale	3	Wallage A Frame	
11	UNOX Tanks	Budgit	5	Wallage A Frame/5T15-15	
12	UNOX Tanks	Budgit	10	Wallage A Frame/10T15-M20	
	<b><u>Solids</u></b>				
13	Centrifuge Bldg #2 Basement	R&M Mat.	1	SX2410010P1M6FANOS	
14	Centrifuge Bldg #2 Basement	R&M Mat.	1	SX2410010P1M6FANOS	
15	Digester Basement N. end	Wright	1	CW101S026-15M25	
16	Digester Basement N. end	Wright	1	CW101S026-15M25	
17	Filter Press Bldg-2nd Floor SE	Demag	3	P212	
18	Centrif. Bldg #2 over Centrif. #1	R&M Mat.	5	SX5410080P5M6FELOF	
19	Centrif. Bldg #2 over Centrif. #2	R&M Mat.	5	SX5410080P5M6FELOF	
20	Centrif Bldg #1 over Centrif. #1	Yale	5	CEW5X33RT19/6D2	
21	Centrif Bldg #1 over Centrif. #2	Yale	5	CEW5X33RT19/6D2	
22	Filter Press Bldg-2nd Floor-West	Demag	20	P1050H30L4/1F10	
23	Filter Press Bldg-2nd Floor-East	Demag	20	P1050H30L4/1F10	

	<b><u>Pump Stations</u></b>				
24	Latta Street PS	Chisholm Moore	1	M	
25	Orchard Knob PS	Demas Junior	1	PK59	
26	East Brainerd PS	Bantam	1.5	LP1495	
27	Hixson #1 PS	Bantam	1.5	Not Available	
28	Hixson #2 PS	Bantam	1.5	Not Available	
29	Hixson #3 PS	CM Hoist	1.5	S- Chisholm Moore	
30	Boyscout PS	R&M Mat.	2	DB-2-42	
31	Collegedale PS	Load Lifter	2	Maxwell	
32	Dupont PS	Yale	2	KEL2-25TH15/552	
33	West Chickamauga PS	Yale	3	DE030-066L30D	
34	Friar Branch	Demag	5	KP625H26L2/1F10	
35	23RD Street PS	Budgit	5	11606415 B	
36	Ringold PS	Yale	5	DE050-071L20D	
37	Citico PS	OMI	10	S6-1-50	
38	South Chickamauga PS	Wright	12	175-2357-2	
39	Mountain Creek PS	Coffin	N/A	JLCET4009	
40	Williams Street CSOTF	ABUS	2.2	GM5Fab. No. 03145187	
41	Highland Park PS	Budgit	2	11690013	
42	Approx. ten(10) tripod type man winches for confined space entry- bid is per winch	Various		Various	

**TOTAL BID FOR INSPECTIONS** \_\_\_\_\_

**BID FORM  
ANNUAL BLANKET CONTRACT TO SUPPLY  
OVERHEAD CRANE MAINTENANCE SERVICES AND  
OVERHEAD CRANE REPAIR SERVICES  
FOR THE WASTE RESOURCES DIVISION  
CITY OF CHATTANOOGA, TENNESSEE**

**SECTION 2.2.3 A and B – NON-EMERGENCY REPAIR SERVICES**

Please provide hourly rate for non-emergency repair services as described in Section 2.2.3, A and B:

Price per hour = \_\_\_\_\_.

**SECTION 2.2.3 C – EMERGENCY REPAIR SERVICES**

Please provide hourly rate for emergency repair services as described in Section 2.2.3, C:

Price per hour = \_\_\_\_\_.

**SECTION 2.2.4 – MARK-UP FOR REPAIR PARTS NOT COVERED BY ANNUAL MAINTENANCE SERVICES**

Please provide percent mark-up for repair parts or vendor supplied parts as described in Section 2.2.4 that are not covered under Section 2.2.2 – Annual Maintenance Services.

Percent mark-up on parts = \_\_\_\_\_ (percent).

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/entitles/generalservices/cpo/attachments/List\\_of\\_persons\\_pursuant\\_to\\_Tenn.\\_Code\\_Ann.\\_12-12-106,\\_Iran\\_Divestment\\_Act-July.pdf](https://www.tn.gov/assets/entitles/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.

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(Signature of Contractor)

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(Title and Name of Company)

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(Date)