

BID SOLICITATION



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

BID OPENING DATE AND TIME:
 06-FEB-18 at 2:00 PM
BID NUMBER: 304995

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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 Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
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Requisition No.: 164740
 Ordering Dept.: Waste Resources
 Buyer: Geoffrey Hipp 423-643-7233

DESCRIPTION:
 This shall be a twelve (12) month blanket contract for Protective Footwear 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 FEBRUARY 6, 2018 *****

PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (304995) ON OUTSIDE PACKAGING

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.

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:
 Company Name _____
 Address _____
 Phone/Toll-Free No. _____
 Fax No. _____
 E-Mail Address _____
 Contact Person's Name _____
 Estimated Delivery _____
 Minority-Owned Business ___ Small Business ___ Veteran ___
 Minority Woman Owned Business ___ Disabled Veteran ___
 Women-Owned Business ___

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

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

TERMS OF PAYMENT: _____

TELEPHONE NUMBER: _____

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

COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

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VENDOR

RFQ

MAIL TO

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Ariat 10018546 Mastergrip 6" H2O Comp Toe	1	Each	_____	_____
2	Ariat 10005949 Women's Macey Safety Boots	1	Each	_____	_____
3	Carhartt CML LiteFire Safety Loggers	1	Each	_____	_____
4	Carolina CA3557 Installer Safety Boots	1	Each	_____	_____
5	Caterpillar 90737 Creston WP TX	1	Each	_____	_____
6	Georgia GB00035 Glennville 8IN Safety Boots	1	Each	_____	_____
7	Keen 1016948 Pittsburgh Safety Boots	1	Each	_____	_____
8	Keen 1015395 Tacoma WP Safety Boots	1	Each	_____	_____
9	Merrell J45325 Moab River WP	1	Each	_____	_____
10	Redwing 415 Dynaforce 6 inch	1	Each	_____	_____

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VENDOR

RFQ

MAIL TO

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
11	Redwing 435 King Toe 6 inch	1	Each	_____	_____
12	Redwing 4216 Flexbond 6 inch	1	Each	_____	_____
13	Rocky RKK0210 Maxx Safety Boot - Crazy Horse	1	Each	_____	_____
14	Rocky RKK0149 Women's Mobilite WP	1	Each	_____	_____
15	Timberland 033031231 Pit Boss Safety Boots	1	Each	_____	_____
16	Timberland A1KIT214 Women's Hightower Safety Boots	1	Each	_____	_____
17	Timberland 054567214 Endurance Safety Boots	1	Each	_____	_____
18	Wolverine W10177 Joliet WP Safety Boots	1	Each	_____	_____
19	% Discount off MSRP for special orders	1	Each	_____	_____

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COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

**SPECIFICATIONS FOR BLANKET CONTRACT TO SUPPLY PROTECTIVE FOOTWEAR
DEPARTMENT OF PUBLIC WORKS, CITY OF CHATTANOOGA
JANUARY 2018**

1.0 General

1.1 Scope of services

The scope of services included in these specifications shall be to provide protective footwear for the City of Chattanooga Public Works Department.

Any questions or comments related to the services described in these specifications may be directed to Geoff Hipp, Buyer, City of Chattanooga Purchasing Division, ghipp@chattanooga.gov.

1.2 Basis of bidding

The Vendor shall submit two (2) copies of bid documents utilizing the attached Bid Form. The Bid shall include, manufacturer's suggested retail price, length of manufacturer's warranty, and contract price of selected brands and styles. Vendor shall also submit a percentage discount on any MSRP for any special orders. MSRP to be confirmed with Manufacturer.

1.3 General conditions and instructions to bidders

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

1.4 Length of contract

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

2.0 Services and other requirements

2.1 Brands / Styles

Athletic or slip on styles are not acceptable. Acceptable footwear must be ankle height or taller, include a safety toe, have full leather uppers, must lace-up 6-8 inches, be water resistant or water proof, and comply with ANSI Z41.1-1991 or Z741.1-1999. All items shall be first quality.

2.3 Sizes

Vendor will make available men's sizes 8B to 14EEE and women's sizes 6B to 10B. Sizing must include half sizes.

2.4 Mobile Units

Because of the impact of lost time, a mobile unit is the preferred method for sizing and selecting shoes. The mobile unit will need to be available quarterly at several departments in the City. Vendor will be notified in advance which locations in the City require service each period. Employees will be scheduled for boot appointments in order to minimize the impact on the work day. Vendor must provide a method for the sizing and selecting boots for new employees. Footwear for new employees must be delivered within two (2) days. Shipping charges are allowed.

2.5 Local Store

If a local store is Vendor's only option, employees will shop during normal business hours. Free parking will be available for employees while receiving services. Shoes should be available for immediate delivery. If shoe is not in stock, it must be delivered within two (2) days. Shipping charges are allowed.

2.6 Cost Limit

The cost limit for safety shoes/boots purchased under this Contract will be \$175 per pair, after discount.

2.7 Availability

Shoes not in stock must be delivered within two (2) days. Shipping charges are allowed. If an offered style is discontinued or otherwise unavailable, Vendor shall offer a replacement of equal value. City to approve any offered replacements.

2.10 Warranty

Manufacturer's warranty will apply to each pair of protective footwear.

2.11 City Supplied Services

The City will provide the following services:

1. Designate a City representative to coordinate pickup and delivery with Vendor's personnel.
2. Provide access to City facilities to provide service.

3.0 Execution

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

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

4.3 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.

4.4 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.

4.5 Vendor's Invoices that are billed inaccurately, incompletely, or otherwise unable to be properly processed are not considered valid.

4.6 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.

4.7 Invoices to the City shall reference the City Department, Release Number, Work Order Number (if applicable), and the first and last name of the City employee placing the order as well as the employee's signature. Employee shall be given a copy of receipt / ticket at time of purchase. Additional copies should be made available to the City upon request.

4.8 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

A copy of Invoices for Waste Resources Division shall be sent to:

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

BID FORM
 Protective Footwear
 City of Chattanooga, Department of Public Works
 January 2018

Brand	Model	Description	MSRP	Length of Warranty	contract price
Ariat	10018546	Mastergrip 6" H2O Comp Toe			
Ariat	10005949	Women's Macey Safety Boots			
Carhartt	CML8360	LiteFire Safety Loggers			
Carolina	CA3557	Installer Safety Boots			
Caterpillar	90737	Creston WP TX			
Georgia	GB00035	Glennville 8IN Safety Boots			
Keen	1016948	Pittsburgh Safety Boots			
Keen	1015395	Tacoma WP Safety Boots			
Merrell	J45325	Moab River WP			
Redwing	415	Dynaforce 6 inch			
Redwing	435	King Toe 6 inch			
Redwing	4216	Flexbond 6 inch			
Rocky	RKK0210	Maxx Safety Boot- Crazy Horse			
Rocky	RKK0149	Women's Mobilite WP			
Timberland	033031231	Pit Boss Safety Boots			
Timberland	A1KIT214	Women's Hightower Safety Boots			
Timberland	054567214	Endurance Safety Boots			
Wolverine	W10177	Joliet WP Safety Boots			
		Percent discount off any MSRP for special orders			_____ %

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

Affirmative Action Plan

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

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. During the term of all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
 - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer".
 - b. Seek and maintain contracts with minority groups and human relations organizations as available.
 - c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities.
 - d. Use only recruitment sources which state in writing that they practice equal opportunity. Advise all recruitment sources that qualified minority group members and women will be sought for consideration for all positions when vacancies occur.

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

(Signature of Contractor)

(Title and Name of Company)

(Date)