



INVITATION TO BIDDERS

The City of Gatlinburg is accepting sealed bids for a twenty-four (24) month Maintenance Agreement for the Water Treatment Program for Water Cooling Towers at the Gatlinburg City Hall Complex and the Gatlinburg Convention Center. The City reserves the right to extend this agreement for an additional twenty-four (24) month period.

These bids will be received at the office of the Purchasing Agent, Gatlinburg City Hall, 1230 Parkway East, Suite 2, P.O. Box 5, Gatlinburg, Tennessee 37738, until **2:30 p.m., May 26, 2016** at which time they will be publicly opened and read aloud and the contract awarded as soon thereafter as practicable. Please indicate on your bid to be submitted "Bid on Water Cooling Tower Maintenance Agreement".

For questions concerning the Bid Documents, Bidders may contact City of Gatlinburg, Delea Patterson, AP/Purchasing at 865-436-1409 or Fax 865-436-6464 or deleap@gatlinburgtn.gov. Questions about the **specifications** need to be directed to the Gatlinburg Convention Center, Scott Murphy at 865-430-1036.

Bid specifications will also be available on the City of Gatlinburg website at www.gatlinburgtn.gov under "Out for Bids" tab. This bid tab is located under Gatlinburg Government, and then choose Purchasing. Bid results are posted in the same area as shortly after bid opening as possible.

Each bidder shall be able to provide the City of Gatlinburg with Certificates of Insurance covering property damage and liability in amounts suitable to the City annually.

No bidder will be permitted to withdraw their bid for a period of thirty (30) days following the date of the bid opening.

The City of Gatlinburg reserves the right to waive any informalities in or to reject any or all bids and to accept the bid deemed favorable to the interest of the City of Gatlinburg.

GENERAL PROVISIONS

Prices quoted shall not include Federal or State taxes, if any are applicable. The successful bidder shall furnish tax exemption forms, if required, with their invoices.

The prices quoted are that for which the materials or services will be delivered F.O.B. Gatlinburg, Tennessee.

Any additions, deletions, or variations from the following specifications must be noted.

Inspection of the materials or equipment will be made by an agent of the City of Gatlinburg, and if found defective or fails in any way to meet the terms of this agreement, it will be rejected. Rejected materials or equipment will be replaced at the expense of the bidder.

All technical specifications must accompany bid.

The City of Gatlinburg reserves the right to extend this agreement for an additional twenty-four (24) months after the completion of the first agreement, provided that funds are appropriated.

The City of Gatlinburg reserves the right to defer payment for thirty (30) days after delivery. The City of Gatlinburg also reserves the right to reject any and/or all bids.

The bidder agrees to indemnify the City of Gatlinburg from any and all liability, loss or damage the City may suffer as a result of claims, demands, costs, or judgments against it arising from any and all work under this agreement.

The bidder agrees to notify the City, in writing, within thirty (30) days, by registered mail, at the City's address as stated in this agreement, of any claim against the bidder on the obligations indemnified against.

It is the policy of the City of Gatlinburg not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services and activities. With regard to all aspects of this contract, contractor certifies and warrants it will comply with this policy.

TECHNICAL SPECIFICATIONS

Problem Resolution: The Water Treatment Program shall be customized based on quality of make-up water. The program shall be totally automated (chemical feed and control equipment) and the Program should be serviced by periodic tests and checks to insure desired protection from scale deposits, corrosion and microbiological growth. To achieve these objectives the following is recommended:

Gatlinburg Convention Center

Automate the tower with an automatic chemical feed/bleed controller and provide two (2) chemical injections pumps for feeding treatment into the tower (one pump for scale/corrosion inhibitor and one pump for feeding microbicide). Water meter will be installed on make-up.

Gatlinburg City Hall Complex

Automate the tower with an automatic chemical feed/bleed controller and provide two (2) chemical injections pumps for feeding treatment into the tower (one pump for scale/corrosion inhibitor and one pump for feeding microbicide). Water meter will be installed on make-up.

Treatment Products:

1. CWT-300 - A highly effective scale and corrosion inhibitor based on molybdate technology. The product is heat stable, easily tested for bacteria and does not promote bacteria growth (as do phosphate based programs).
2. MAO - 2.5 - A broad spectrum microbicide to control algae bacteria and other microbiological growth in tower circuits
3. MBC - 325 - An alternate microbicide with a different chemical base to prevent immunity development among system organism.
4. CWT - N - A nitrite based corrosion inhibitor for protecting, the chill water loops.

Service:

- A. Equipment installation
- B. Automated tower controller and two chemical- feed pumps for the Evapco Tower
- C. Chemical treatment products as listed above
- D. Initial start up of the chemical program
- E. After thirty (30) days a service call will be made every forth week (monthly)
- F. Microbiological tests will be conducted as each tower system and recorded on service request form.
- G. Corrosion monitoring will be initiated and reported.
- H. Thorough chemical analysis conducted on tower system (including chill water) at each service visit.
- I. Chemical inventory will be maintained.
- J. Empty chemical containers will be removed.
- K. Equipment (including solonoid bleed valves).
- L. Emergency calls will be provided as needed.
- M. All open equipment will be inspected.

Additional Required Equipment (if any)

If the vendor determines that additional equipment is needed to be able to adequately fulfill project needs, this equipment must be supplied by the vendor and factored into monthly cost or separately stated on bid sheet.

Additional Specifications

Vendor must possess all the appropriate licensing and certifications as required by State of Tennessee including the category 14 Microbial Pest Control certification.

It appears that the company must have a pest control charter and service tech must be licensed or supervised by someone who is.

<http://www.tn.gov/agriculture/regulatory/licenses.shtml>

See the above web address for reference.

Please provide proof of this licensing either with your bid or under separate cover.

Must be willing to work in conjunction with HVAC contractors when needed.

The importance of maintaining the systems and their components in a safe and satisfactory operating condition requires that the services be performed by a contractor who is regularly engaged with his own personnel in the installation and maintaining of these systems. The successful bidder shall have been in the service business of this type for at least five (5) years.

The contractor shall demonstrate that he has satisfactorily performed maintenance on similar systems and that he has a local organization and facilities location within one-hundred (100) miles of the site to properly fulfill all of the services required on the type of equipment installed at this location.

Only companies who are qualified as above will be permitted to submit a bid on this work.

Inspection and major repairs are to be made during normal working hours. Normal operating hours are 8:00 a.m. to 4:30 p.m. Monday through Friday. The City reserves the right to direct that this work be done on an overtime basis (Hours other than normal operating hours).

Contractor shall be free to stop and start the various pieces of equipment covered by this contract when this is essential to the proper performance of the contract, but only with the approval of the City Manager or the Building Maintenance Manager.

A written report shall be provided by each service mechanic working under this contract which shall detail each piece of equipment on which work was performed, the nature of all work, total hours worked and indicate recommendation for future work. Each report is to be signed by one of the authorized persons designated by the City each day that work is performed. A copy of each report is to be left with the Supervisor, Building Maintenance Department.

All work on units is included in agreement.

All repairs, adjustments and alternations to the systems covered by this contract are subject to the City's approval.

Contract can be terminated if vendor fails to abide by the contract.

The contractor shall provide all necessary equipment needed to perform the

Water Treatment Program for the City of Gatlinburg Water Cooling Towers.

LAWS AND ORDINANCES

All work shall be performed in all respects, in strict conformity to all laws, regulations and ordinances of the Federal, State, County, and Municipal governments, and all departments and bureaus thereof having jurisdiction and of the National Board of fire Underwriters and the Utility Companies which are in force at the time of inspection and/or repair work.

INSURANCE

The contract shall, during the entire progress of the work to be done hereunder maintain insurance by a reputable company for Workman's Compensation insurance as required by the statutes of the State of Tennessee, and Public Liability Insurance insuring against bodily injury and property damage in the amount of \$3,000,000.00 combined single limit, insuring you as contractor, as well as the City of Gatlinburg, as an additional named insured, with respect only to liability afforded by the policy. Said liability insurance shall be the Comprehensive General liability form and include blanket contractual as well as Independent Contractor's and completed operations coverage.

SPECIAL NOTE

Prospective bidders, unless they are already familiar with site, are required to visit the work site on which they are to submit bids to completely familiarize themselves with the Water Cooling Towers. By submitting a bid, the prospective bidder covenants and agrees that they fully understand their obligations and that they will not make claim for, or have right to cancellation or relief without penalty of the contract because of any misunderstanding or lack of information. This is an important and irrevocable part of any resulting contract.

PROTECTION OF WORK AND PROPERTY

The successful bidder shall, during the period of inspection and/or repair, maintain good, clean, safe working conditions at all times and shall be responsible for keeping the areas free from all debris, machine parts, tools, etc. and shall leave the areas clean and orderly.

The contractor shall continuously maintain adequate protection for all of their items from damage and shall protect the City's property from damage, injury or loss arising in connection with this contract.

The contractor agrees to indemnify the City of Gatlinburg from any and all liability, loss or damage the City may suffer as a result of claims, demands, costs, or judgments against it arising from any and all work under this contract.

CONTACTS FOR TECHNICAL QUESTIONS:

Convention Center:	Scott Murphy	865-436-2392
City Hall	Wayne Large	865-436-1444

REFERENCES

Each bidder shall return with their bid, the information listed below. This information should be attached to the bid sheet.

- 1) Reference Sheet
- 2) Contractor Data Sheet
- 3) Overtime Hourly Rate Sheet

REFERENCE SHEET

- 1) Name _____
Address _____
Title _____
Telephone Number _____
Length of Service _____

- 2) Name _____
Address _____
Title _____
Telephone Number _____
Length of Service _____

- 3) Name _____
Address _____
Title _____
Telephone Number _____
Length of Service _____

CONTRACTOR DATA SHEET

1) List the number of years your company has been in the Water Treatment Program business: _____

2. List the names of service technicians who will be responsible for this account and their years of experience:

_____	_____
_____	_____
_____	_____
_____	_____

3. List the address of your facility that will service this account:

HOURLY RATE SHEET – Regular and Overtime

Straight Time - Mechanic: _____
(NORMAL WORKING HOURS)

Assistant: _____

Overtime Rate - Mechanic: _____
(PREMIUM RATE PER HOUR OTHER THAN NORMAL WORKING HOURS)

Assistant: _____

EACH BIDDER SHALL SUBMIT THIS STATEMENT OF COMPLIANCE WITH THEIR BID.

For Title VI and IX compliance, we ask for voluntary disclosure of the following information:

Gender: Male_____

Female _____

Race: Caucasian _____

African American_____

Other (please specify)_____

BIDDER'S LIST

Superior Water Services
Jerry Austin
877-514-3227 Fax: 770-435-6268
jaustin@superiorwatr.com

Water Services, Inc.
Gene Boxx
966-5851 Fax: 966-5860
Wsi518@aol.com

Jamestown Technologies (formerly Jamestown Chemicals)
Tom King
203-932-3655 Fax: 203-933-1751
info@jamestowntech.com

AquaTrol
John Lanahan
1620 Palmer Drive
Lenoir City, TN 37772
865-805-3431
john.lanahan@momar.com