

Date: June 10, 2020

Requisition No.: 199395

**PURCHASING DEPARTMENT  
101 EAST 11<sup>TH</sup> 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 11<sup>th</sup> Street, Suite G13,  
Chattanooga, TN 37402 until 2:00 P.M., EST. on June 24, 2020*

**Requisition / Bid No.: R199395 / 305916**

**Ordering Dept.: City Wide Services Division, Public Works**

**Buyer & E-mail: Mark McKeel mmckeel@chattanooga.gov**

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**Items Being Purchased: Marketing of Clean Recyclables from  
Recycling Collection Centers**

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**\*\*\*REQUEST FOR BIDS MUST BE RECEIVED\*\*\*  
2:00 P.M., EST on June 24, 2020**

\*\*\*\*\*

**Pre-bid will not be conducted due to the COVID-19 virus.**

**All questions must be submitted to me at [mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov)  
by June 17, 2020 at 2:00 PM EST.**

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**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**

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.

BID OPENING DATE AND TIME:

24-JUN-20 at 2:00 PM

BID NUMBER: 305916

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 / Bid No.: 199395 / 305916 Ordering Dept.: City Wide Service Division, Public Works Buyer: Mark McKeel Phone No.: 423-643-7236					
Items Being Purchased: Marketing of Clean Recyclables from Recycling Collection Centers					
ATTACHMENTS: 1. Boilerplate & Bid Lines (3 pages) 2. Specifications (7 pages) 2. Affirmative Action Plan (2 pages) 3. Iran Divestment Act Disclosure (1 page) 4. No Contact / No Advocacy Notice (1 page) City of Chattanooga (COC) Terms and Conditions posted on Website <a href="http://www.chattanooga.gov/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/purchasing/standard-terms-and-conditions</a> If you can't download call buyer for a copy.					
NOTE: Pre-bid will not be conducted due to the COVID-19 virus. All questions must be submitted to me at <a href="mailto:mmckeel@chattanooga.gov">mmckeel@chattanooga.gov</a> by June 17, 2020 at 2:00 PM EST.					
This Shall Be A Twelve (12) Month Blanket Contract To Market the Clean Recyclables from the Recycling Collection Centers for the City Wide Services Waste Division of Public Works.					
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 JUNE 24, 2020 ***					
PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (305916) ON OUTSIDE PACKAGING					
PLEASE DO NOT EMAIL BIDS					
**** 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					

# BID SOLICITATION



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

SEALED BIDS

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

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24-JUN-20 at 2:00 PM

BID NUMBER: 305916

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
<p>having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.</p> <p>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 are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.</p> <p>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.</p> <p>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.</p> <p>**** NOTE ****                      PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:</p> <p>Company Name _____</p> <p>Address _____</p> <p>Phone/Toll-Free No. _____</p> <p>Fax No. _____</p> <p>eMail Address _____</p> <p>Contact Person's Name _____</p> <p>Estimated Delivery _____</p> <p>Minority-Owned Business _____ Small Business _____ Veteran _____</p> <p>Minority Woman-Owned Business _____ Disabled Veteran _____</p> <p>Woman-Owned Business _____</p> <p>**** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****</p>					

**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



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

**BID OPENING DATE AND TIME:**  
 24-JUN-20 at 2:00 PM

**BID NUMBER:** 305916

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Mixed Paper - Clean Recyclables Marketing	403	Ton	_____	_____
2	Aluminum - Clean Recyclables Marketing	22	Ton	_____	_____
3	Glass, Clear - Clean Recyclables Marketing	226	Ton	_____	_____
4	Glass, Brown and Green - Clean Recyclables Marketing	226	Ton	_____	_____
5	Newspaper (ONP) - Clean Recyclables Marketing	135	Ton	_____	_____
6	Cardboard (OCC) - Clean Recyclables Marketing	630	Ton	_____	_____
7	Tin/Steel/Bi-Metal - Clean Recyclables Marketing	18	Ton	_____	_____
8	Plastic #1 (PET) - Clean Recyclables Marketing	52	Ton	_____	_____
9	Plastic #2 (HDPE) - Clean Recyclables Marketing	32	Ton	_____	_____

**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: \_\_\_\_\_

June 10, 2020

Competitive Bid

**Marketing of Clean Recyclables from Recycling Collection Centers  
Requisition No. 199395 / Bid No. 305916  
Scope of Work**

The City of Chattanooga is requesting bids for the marketing of clean recyclable from the Recycling Collection Centers at various locations City-Wide. Bids are due no later than June 24, 2020 at 2:00 p.m., local time. Bids must be in a sealed envelope and mailed to:

City of Chattanooga Purchasing Department,  
Attn: Mark McKeel  
101 East 11<sup>th</sup> Street, Suite G13  
Chattanooga, TN 37402

All inquiries must be submitted in writing and emailed to [bidinfo@chattanooga.gov](mailto:bidinfo@chattanooga.gov) or [mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov).

**Marketing of Clean Recyclables from Recycling Collection Centers  
Scope of Work**

**Scope Summary**

A contract for marketing of clean recyclables that are collected by the Recycling Collection Centers located within the city limits of Chattanooga.

**Overview**

**Purpose**

The City of Chattanooga ("City") is requesting written proposals from qualified contractors for the following product and service: marketing of the clean recyclable materials that are attained at the City's five (5) Recycling Collection Centers ("Center"). The City is looking to evenly divide the revenue from the sale of clean recyclables with the successful bidder.

**Objective**

The objective to be met through the award of the Requisition is to enter into a contract with the selected Offeror to secure the services of an experienced Contractor who is capable of marketing of clean recyclables from the City's five (5) Centers.

## **1.0 Introduction**

The City of Chattanooga has several collection centers where residents who reside within the city limits of Chattanooga may go to salvage recyclable material. For the calendar year of 2019, the Recycle Collection Centers collected over two thousand (2,000) tons of recyclable materials and assisted over one hundred twenty eight thousand (128,000) residents in these efforts. These Centers are essential for the City and many residents rely on these drop off facilities. Recycling creates jobs, reduces tipping fees paid to the landfill, extends the life of the landfill, and reduces greenhouse gases. The processing and marketing of residents' recyclable materials is a critical component in the effort to meet these goals and to respond to public demand.

## **2.0 Scope of Service**

The City seeks to enter into a contract with a firm that has the resources and ability to provide marketing of source separated recyclables from the City's Recycling Collection Centers. The City is looking to evenly divide the revenue from the sale of clean recyclables with the successful bidder. The City has five Recycling Collection Centers throughout the City. Although the City does not currently anticipate either adding or closing any of these centers, this number may fluctuate.

It is the intent of the City of Chattanooga to accept and evaluate proposals for the processing and marketing/purchase of materials to help meet the City's goals to maximize recovery of recyclables from all City residents and to achieve the most cost-effective and environmentally sound recycling system. Some assistance in public education toward this end will be expected.

## **3.0 Marketing of Clean Recyclable Materials**

While maintaining ownership, the City will provide for the use of the contractor, the real property, and equipment at five (5) Recycling Collection Centers. The contractor shall market all materials collected by the City from the five (5) recycle centers located throughout the CITY. The recyclables which may be collected at the recycle centers will include: mixed paper, newspaper, cardboard, aluminum cans, steel cans, glass, computer electronics, motor oil, cooking oil, plastics number 1 (PET) and plastics number 2 (HDPE). The City must ensure material is sorted into the proper roll off containers.

#### **4.0 Possible Expansion**

The Contractor shall recognize the City's interest in expanding the number of items its residents recycle and understand that the City may participate in experimental programs to research and develop methods to more efficiently receive, handle, sort, process, and market said additional Materials. The Contractor shall cooperate and impress upon the MRF to cooperate with the City and with any third parties with whom the City may conduct such programs and impress upon the MRF to provide such assistance and facilities as may reasonably be required.

#### **5.0 Acceptable Materials**

Materials Currently Accepted for Recycling at the Recycling Collection Centers:

- Newsprint: Also referred to as old newspaper (ONP), shall include newspaper and advertising supplements and other paper grades as delivered to local subscribers of a newspaper distributed in the area.
- Mixed Paper: Includes magazines, junk mail, wrapping paper, and other paperboard products such as cereal boxes, phone books, paper bags, paper from offices such as computer paper, white ledger, copier paper, envelopes, office stationery, and shredded paper if placed inside paper bags.
- Old Corrugated Cardboard (OCC): Includes boxes with unbleached and un-waxed paper with corrugated (ruffled) liners.
- Tin, Steel, and Bi-Metal Containers: Includes cans for food and beverages; empty nonfood and aerosol cans made of mixed metal, such as tin and steel; tin-coated steel containers; and lids from bottles and jars.
- Aluminum Beverage Cans: Household food and beverage cans made of aluminum.
- Plastics: Plastic bottles and containers made from the resin codes #1 -- #2 including PETE and HDPE
- Glass: Includes household glass containers, bottles, and jars of all colors, including brown or amber, blue, green, mixed, and/or broken glass. Glass is separated by color at the Centers.

#### **6.0 Delivery of Recyclable Material**

Recyclable material shall be delivered to the Contractor's designated processing (or transfer) facility located within the City limits of Chattanooga.

## 7.0 Source, Volume, and Type of Incoming Materials

This contract is for the marketing of City-Designated Recyclables from the City of Chattanooga's Recycling Collection Centers. The Recycling Collection Centers collected over two thousand tons of recyclable materials in the calendar year (CY) of 2019 (January 1, 2019 – December 31, 2019) at the City's five Recycling Collection Centers. The material at the Recycle Collection Centers are collected separately. The chart below shows the following approximate quantities for CY 2019:

Material	CY 2019 Tonnage
Aluminum	21.37
Cardboard	629.68
Glass	451.06
HDPE	31.58
Mixed Paper	402.45
Newspaper	134.85
PET	51.26
Steel	17.41

The current and projected numbers above are not a guarantee of quantities. Bidder shall have the capacity to accept all recyclable materials from this growing program.

## 8.0 Additional Services

From time to time during the period of work outlined in the contract and afterward, the City may elect to have the Contractor perform services that are not specifically described in the scope of work but are related to the contracted services (the "Additional Services"). The scope of the Additional Services and the compensation for the Additional Services shall be negotiated between the parties on a case-by-case basis and accomplished through an amendment to the contract.

## **9.0 Commodity Marketing**

It is the sole responsibility of the Contractor to sell all recyclable materials listed above to recycling vendors or manufacturers that recycle materials into other products unless otherwise specified in the response to this bid. Contractor shall make all efforts to maximize material recycling. If Contractor is not able to recycle, sell for recycling, or store for eventual recycling any non-contaminated recyclables as defined above, Contractor shall notify the Director of Citywide Services and the Solid Waste Manager within five business days.

If the Bidder currently accepts "Accepted Recyclable Materials" as listed above, Bidder shall supply documentation that all types of materials currently collected by Bidder (as defined above) are marketed and sold as a recyclable material and document their beneficial end use. Bidder shall also supply a list of commodity buyers or clients that regularly purchase bidder's recyclable materials.

The City reserves the right to add or delete "Acceptable Materials" at any time during the term of this contract, and any extensions, with mutual agreement by the Contractor. Additions or deletions of materials may be made by the City to its recycling programs for the purpose of optimizing operational efficiencies, increasing the quantities of recyclable material collected, and for any other beneficial or economic reason(s) as determined by the City.

## **10.0 Pricing**

Bidder shall submit **one** pricing proposal for the marketing of source-separated materials. Bidder shall use "Bidder Pricing Sheet" provided within this document.

## **11.0 Scale and Tipping Floor Access Requirements**

The scale and recyclables tipping floor operation must:

- Have electronic reporting capabilities for the scale as needed to meet the electronic format reporting requirements as identified within this RFP;
- Truck scales shall be calibrated annually and the Contractor shall provide calibration certification documents to the City upon request.
- Provide paperweight tickets for each delivered load (if Contractor scales are not working properly or in need of maintenance, the Contractor shall be responsible for material weighing including payment at an alternative location and shall provide a weight ticket);
- Provide all reports, invoices, and recyclable material revenues from scaled weight when tipped at tipping floor in City area (not from scaled weight at a remote processing facility);
- Shelter the materials after tipping to prevent littering of the site or adjacent properties due to wind;
- Accommodate tipping of material at a rate such that trucks delivering City recyclables are able to approach the site, enter, weigh in, tip all materials, and depart the site with a turnaround time of fewer than 30 minutes (inclusive of actual time ejecting load); and,
- Accommodate at least three (3) days storage of City material delivered by the Contractor, such that Contractor processing equipment breakdowns will not result in service disruptions.
- Proposers shall provide with the proposal a site plan showing the scale and recyclables tipping floor layout, as well as, supporting features (access roads, gatehouse, security, etc.). In lieu of a site plan, photos of the site including access roads, gatehouses, scale, and tipping areas are acceptable.
- The scale and recyclables tipping floor location does not have to be the site where the recyclable materials are processed and marketed. Transfer of recyclable materials to another recycling facility location is acceptable so long as information regarding both the transfer site and the destination recycling facilities are provided with proposal submission.

## **12.0 Hours and Days of Operation**

The Contractor must provide a scale and recyclables tipping floor with the following minimum hours of operation: Weekdays, including Saturdays from 7:00 a.m. to 5:00 p.m. Sunday collections, are not required unless a Holiday occurs and/or expressly authorized by the Director of Citywide Services in the event of an emergency.

**PROPOSAL PRICING SHEET Professional Services for Marketing of Clean Recyclables from Recycling Collection Centers**

RECYCLING COLLECTION CENTERS (Source-Separated Materials)

*Fill in the table below to show how quarterly pricing will be calculated.*

Recyclable Commodity	Floor Price not to fall below: (\$ per ton)	Reference Index	Price on (DATE) in Reference Index	Processing Fee (\$ per ton)	Price Formula (may attach explanation, if necessary)	Calculated Price for City of Chattanooga (\$ per ton) on (DATE)	Sample Material Composition % (to be adjusted after post-contract signature audit)	Calculated Price for City of Chattanooga on (DATE) <small>x material composition % =</small>
Newspaper (ONP)								
Mixed Paper								
Cardboard (OCC)								
Tin/Steel/Bi-Metal								
Aluminum								
Plastic #1 (PET)								
Plastic #2 (HDPE)								
Glass, Brown and Green								
Glass, Clear							<b>TOTAL \$ Per Ton:</b>	

## 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](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 Sealed 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: \_\_\_\_\_