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Request for Proposals	
Solicitation name	Flooring Services (as needed) Q2407
Upload responses by	11:00 a.m. on March 1, 2024 (as KCDC's clocks show)
<u>Upload</u> your response (as ONE document) at	<p>https://vrapp.supplierregistry.com/Account/LogOn</p> <ul style="list-style-type: none"> <u>All bids/proposals must be submitted through the Vendor Registry platform as one document.</u> When uploading bids/proposals, be sure to upload all required solicitation documents. Bids/proposals delivered by email, fax, USPS or in person will be rejected.
Post Questions to	<p>https://vrapp.supplierregistry.com/Account/LogOn by 6:00 p.m. on February 23, 2024.</p> <p style="text-align: center;">KCDC will not accept questions via email or telephone.</p>
Award results	KCDC posts the award decision to its web page at: http://www.kcdc.org/procurement/ .
Open Records/Public Access to Documents	All document provided to KCDC are subject to the Tennessee Open Meetings Act (TCA 8-44-101) and open records requirements.
Check KCDC's webpage for addenda and changes before submitting your response.	



1. Background and Intent

- a. Knoxville's Community Development Corporation ("KCDC") is the public housing authority for the City of Knoxville and for Knox County in Tennessee. KCDC's affordable housing property portfolio includes more than 26 properties with approximately 3,600 dwelling units. In addition to operating its public housing apartments, KCDC oversees approximately 4,097 Section 8 Vouchers and 50 Moderate Rehabilitation units. Additionally, KCDC serves as the redevelopment agency for the City of Knoxville, managing redevelopment areas, TIFs, and PILOTs.
- b. Definition/Clarification: KCDC uses "suppliers" as inclusive of various words describing interested parties often called "bidders," "contractors," "firms," "proposers" and "vendors."
- c. This solicitation is to engage one or more suppliers to provide flooring services at set prices on an as needed basis at various locations throughout the city and county.
- d. KCDC asks for specific pricing for labor and materials in the cost section of this document. The prices quoted for installation will include all materials and supplies normally used in "routine" installations.
- e. In the Work Description section of this document are examples of materials that KCDC may, from time to time, purchase. These examples are listed to obtain baseline pricing information from suppliers. The materials KCDC wishes to purchase for a specific project, may vary from these examples and actual prices will be negotiated.
- f. KCDC expects both materials and installation services will be of a commercial grade quality, unless instruction is expressly given otherwise.
- g. KCDC intends to use the successful suppliers for these products and/or services; however, KCDC reserves the right to purchase these products and/or services elsewhere if it is in KCDC's best interest.
- h. KCDC's intent is not to exceed \$25,000 on any one project. Projects which exceed \$25,000 in value will generally be bid separately from this award.

2. Bonding

The suppliers employees must be bonded as they will be alone in the residents' apartments. Proof of the bond must be supplied to KCDC prior to work commencement.

3. **Changes after Award**

It is possible that after award, KCDC will need to revise the requirements specified herein. KCDC reserves the right to make such changes after consultation with the supplier. Should additional costs arise, the supplier must document increased costs. KCDC reserves the right to accept or reject and negotiate these charges. Generally, such changes will not be of a “cardinal” nature.

4. **Codes and Ordinances**

All work is to be performed in full accord with national, state and local codes, ordinances and orders that are in effect at the time the work is performed.

5. **Contact Policy**

Only contact KCDC’s Procurement Division about this solicitation from the issuance of this solicitation until award. Information obtained from an unauthorized officer, agent, or employee will not affect the risks or obligations assumed by the supplier or relieve the supplier from fulfilling any of the conditions of the resulting award for this project. Such contact can disqualify the supplier from the solicitation process.

6. **Damage**

The supplier is responsible for all damage to buildings, equipment, grounds, premises and all other types of damage resulting from the provision of the services requested herein.

7. **Employees**

Supplier will:

- a. Provide at least one employee on every job assignment with the ability to speak, read, write and understand English so KCDC’s staff can communicate effectively with them.
- b. Ensure that employees have proper identification displayed while on the job site. Employees, while on site, must wear a company uniform or have photo identification displayed.
- c. Employee’s parking vehicles (whether corporately or privately owned) must ensure that company identification is on the vehicles. This may be by placards on the vehicle’s side, laminated paper with the company name placed on the dashboard or other means.

8. **Entrance to Sites**

Supplier’s employees are not to be on KCDC premises unless they are working on a KCDC project. Acquaintances, family members, assistants or any person not working on KCDC’s behalf shall not accompany employees on KCDC sites.

9. Equipment

Supplier shall provide all necessary equipment, materials, supplies, et cetera needed for the work. Supplier shall include the cost for such equipment, materials and supplies in the price(s) quoted. Employees are not to ask KCDC staff to loan equipment.

10. Evaluation

- a. KCDC alone determines (using NIGP’s definition and other relevant sources as appropriate) the supplier’s “responsive” and “responsible” status prior to award. Responsible means a business with the financial, technical, relevant experience and capacity to perform the requirements of the solicitation and subsequent contract. A responsive proposal is one that fully conforms in all material respects to the solicitation document and all its requirements, including all form and substance.
- b. KCDC will review all proposals and reserves the right to request additional necessary information, modifications, waive minor technicalities, reject all proposals, reject any proposal that does not meet mandatory requirement(s) or cancel this RFP, in accordance with KCDC’s best interests. KCDC further reserves the right to adjust its evaluation scenario if it is in KCDC’s best interest and consistent with good business practices.
- c. KCDC may require oral presentations as part of the evaluation process. Typically, this will be for those that are shortlisted. KCDC will provide details about the presentation meeting to the suppliers that are selected.
- d. KCDC reserves the right to ordinally rank proposals as a first step and then only detail score the top tier of proposals if determined to be in KCDC’s best interest.
- e. KCDC plans to award to the best overall supplier presenting the most advantageous proposal (in its entirety) with the maximum points available and based on the following evaluation scale:

Factors	Maximum Points
Firm’s Qualifications including history, size, capabilities	30
Staff Qualifications including staff size, training	20
Cost	40
Client References	10
Total	100

11. General Instructions to Suppliers

KCDC's General Instructions to Suppliers are at www.kcdc.org. Click on "Procurement" and the link to the instructions. The supplier's submittal means acceptance of the terms and conditions found in KCDC's "General Instructions to Suppliers." The following paragraphs in the General Instructions to Suppliers do not apply to this solicitation: 46a, 46b, 46d, 46e and 47f.

12. Insurance

- a. See Appendix 1. These insurances and levels are required and not optional. If you or your insurance agent have concerns or believe that some coverages are not necessary, email procurementinfo@kcdc.org detailing any requested changes before this solicitation's due date. The supplier will include all insurance costs in their proposal.
- b. Note that KCDC's Insurance Appendix has changed and now requires your signature as well as that of your insurance agent(s).
- c. Upon notice of intent to award, your insurance agent will email the Certificate of Insurance (COI) to tmckee@kcdc.org for review.

13. Invoicing/Ordering

- a. Until a purchase order is in place, work is not to be performed nor are goods to be delivered. KCDC does not have a legal obligation to pay for the work performed prior to the issuance of a purchase order.
- b. Suppliers must submit invoices within 90 days of the delivery of goods or services. KCDC may refuse invoices submitted after the 90-day threshold. KCDC prefers invoices arrive within 10 days following the end of the month in which goods or services were supplied.
- c. Most KCDC purchases of goods are exempt from Tennessee sales and use tax pursuant to Tennessee Code Annotated 67-6-329(a) (4) and KCDC is exempt from the Federal Excise tax. However, suppliers are subject to Tennessee sales and use tax on all materials and supplies used in the performance of a contract, whether such materials and supplies are purchased by the supplier, produced by the supplier, or provided to the supplier by KCDC, pursuant to Tennessee Code Annotated 67-6-209.
- d. Certain KCDC properties are not exempt from taxation and their invoices should include applicable taxes. These are: Eastport LP, First Creek (Bell Street) LP, First Creek (Bell Street) 2 LP, First Creek (Bell Street) 3 LP, Five Points 1 LP; Five Points 2 LP; Five Points 3 LP; Five Points 4 LP; Lonsdale Homes LP; Northridge Crossing LP, The Vista at Summit Hill LP and Western Heights LP.
- e. The supplier pays all taxes incurred in the performance of an awarded contract.

Upon the issuance of a purchase order or the award of a contract, KCDC will provide a State of Tennessee Sales Tax Exemption form to the supplier. KCDC will not pay taxes on invoices.

- f. KCDC pays by electronic transfer (ACH) only. Suppliers' accounts receivable staff must use KCDC's portal to view invoices paid and payments made.
- g. Invoices must:
 - Be numbered
 - Dated after the work is complete or goods have been delivered
 - List the KCDC purchase order number for the specific job
 - Breakdown pricing according to the award structure
 - Reference the KCDC solicitation number
- h. Email all invoices to apadmin@kcdc.org and a copy to KCDC staff member who requested the work. Do not send invoices by any other means than noted above.

14. **Length of Award**

The length of the award will be twelve months with four optional annual renewals that KCDC may exercise at its discretion.

15. **Licensure**

Suppliers must be properly licensed by the State of Tennessee and all other authorities having authority. Throughout the term of this contract, the supplier shall maintain the required licensure.

16. **Materials and Workmanship**

All materials and equipment furnished shall be new and of best quality. Work shall be accurate, professionally finished and subject to KCDC's approval. All materials and equipment provided shall conform to regulations of enforcement bodies having jurisdiction. Supplier shall furnish material samples for approval if specified and so desired by KCDC.

17. **Price Structure**

- a. At the end of each twelve-month period, the awarded supplier may request a change to costs charged to KCDC. Such increases must be supported by changes to the PPI for Knoxville or other such benchmark acceptable to KCDC. The supplier must provide proof of the necessity of the increase to the Procurement Division. KCDC will decide whether to accept a price increase. If the price increase is accepted, the file will be so noted. If the price increase is not accepted, the supplier may:
 - 1. Continue with the existing pricing.
 - 2. Suggest an alternative price increase.

3. End the award.
- b. KCDC does not pay fuel surcharges.
- c. Suppliers may decrease prices at any time with or without notice.

18. **Safety/OSHA Guideline Compliance**

- a. Public safety is of prime concern to KCDC, and all costs associated are the responsibility of the supplier. The supplier shall ensure that its employees exercise all necessary caution and discretion to avoid injury to persons or damage to property.
- b. The supplier will provide and place barricades, tarps, plastic, flag tape and other safety/traffic control equipment to protect the public, surrounding areas, equipment and vehicles as appropriate. This includes taking the necessary steps to exclude persons (residents, visitors, other suppliers) from entering work areas.
- c. The supplier shall ensure that the flow of vehicular traffic is impeded as little as possible during projects.
- d. The supplier will protect all buildings, appurtenances and furnishings from damage. The supplier shall, at his expense, repair such damages (or replace the items) by approved methods to restore the damaged areas to their original condition.
- e. Supplier shall use caution signs as required by OSHA Regulation 1910.144 and 1910.145 at no cost to KCDC. Caution signs shall be on-site on commencement of contract.
- f. Supplier shall comply with all other OSHA and TOSHA safety standards that apply.

19. **Safety Data Sheets (SDS)**

Safety Data Sheets (SDS) for each item must be left when items are installed.

20. **Security**

The successful supplier is responsible for providing security all for equipment, materials, personnel and tools required/used for this work. KCDC is not responsible for damage or losses to equipment, materials, personnel or tools.

21. **Small Business Outreach**

KCDC requires the successful supplier to reach out to small businesses, minority owned businesses and woman owned businesses for goods and subcontracted services to fulfill this award. In addition to the successful supplier reporting on dollars spent with such businesses each January, KCDC expects outreach that results in actual subcontracting arrangements with such suppliers.

22. **Smoke Free Policy**

KCDC's Smoke Free policy is applicable to you, your employees and subcontractors. The policy mandates:

- No smoking on any KCDC property
- No e-vape or similar usage on any KCDC property
- The Smoke Free policy applies in personal or corporate vehicles on owner's property

23. **Subcontractors**

Subcontractors must:

- a. Be approved by KCDC prior to beginning work.
- b. Carry the insurance coverages as outlined herein and provide evidence of such coverages.
- c. Not be on the federal government, HUD's nor the State of Tennessee's debarment lists.
- d. Not be changed without KCDC's permission.

24. **Utilities**

- a. When work is to be performed at or in apartments, KCDC does not normally supply utilities for suppliers because the residents pay their own utility bills. In such cases, the supplier must arrange for any necessary utilities.
- b. When work is to be performed in office areas and other non-resident locations, KCDC typically provides utilities for suppliers as long as they are currently available at the area.
- c. The supplier must ascertain the availability of utilities for the work prior to submitting a proposal.

25. **Work Hours**

KCDC's work hours are Monday through Friday from 7:30 a.m. until 4:00 p.m. and supplier work may be performed during these hours. Afterhours work or work on Saturdays, Sundays or holidays requires KCDC's advance approval since KCDC staff is normally not present at those times.

Work Description

26. Introduction

- a. KCDC properties were constructed between 1939 and 2023. The style and layout of each site varies. When flooring needs arise, the Property Manager will contact the successful supplier and arrange for a final quote based upon the rates established by the award. Once the Property Manager accepts the quote, KCDC will issue a purchase order to the supplier and work may then commence.
- b. Generally, KCDC selects Luxury Vinyl Tile for installation. However, in some locations, KCDC may want carpet or other products such as VCT or ceramic installed.
- c. All work must be performed to a high professional grade and in compliance with industry best practices.

27. Correction of Work

Supplier shall promptly correct, replace and re-execute all work rejected by KCDC as defective or as failing to conform to solicitation documents whether observed before or after final acceptance and whether or not fabricated, installed or completed. Supplier shall bear all costs of correcting such damaged or defective work.

28. Delivery and Storage

The supplier is responsible for the scheduling, receiving and placement of goods from the manufacturer. Store materials in accordance with the manufacturer's specifications and protect the product from soiling and damage. Supplier must notify the Property Manager a minimum of one day prior to the date and time they expect to arrive at the job site.

29. General Details for Carpet and Carpet Installation

- a. Provide the carpet and carpet installations services in accordance with the manufacturer's installation specifications.
- b. Supplier(s) will furnish these certifications to KCDC within 15 days following work completion.
- c. Description of Carpet Standard
 - Level Loop Carpet (Standard Grade) Shaw Potential III 28, Direct Link or approved equal.
 - Fiber: Solution dyed nylon
 - Yarn Weight: 28 ounces per square yard
 - Pile Height: 3/16" minimum

- Stitches per Inch: 8 at a minimum
- Gauge: 1/8" minimum
- Width: 12 foot
- Static Control: 3.5KV or less at 70 degrees F and 20% humidity guaranteed for the life of the carpet.
- Flammability: Meet or exceed Federal Standard DOC FF-1-70.
- Smoke Chamber: ASTM-E662 smoke density 450 or less using NBS smoke chamber test.
- Radiant Panel: ASTM E648, .45 watts/cm2 minimum
- Wear Warranty: 10 years
- Backing: Stay-lok Pattern Backing

d. Carpet: Other Information

- The supplier will remove and re-install baseboard trim, if required.
- Move furniture as needed.
- Removal of existing carpeting, if required, shall be the responsibility of the supplier unless directed otherwise.
- Use pre-nailed water-resistant plywood Tackless strips with rust resistant angular pins where applicable.
- Transition Strips: "Roberts Universal" or equal, two-piece transition reducer with vinyl insert strips.
- Padding: 32-ounce synthetic fiber pad.

30. General Details for Vinyl Tile and Installation

a. The successful supplier will:

- Move furniture as needed.
- Remove and properly dispose of all existing vinyl, carpet, padding, tack strips and staples as needed.
- Remove all existing shoe mold/corner round as needed.
- Supplier is responsible for disconnecting the water supply line to the commode, removing the commode, resetting the commode, installing a new wax ring and may need to install extension ring on existing closet flange if needed to level the

commode with the new flooring. Supplier will reconnect the water supply line. Supplier will check for water leaks and perform repairs (if such repairs are due to the supplier's work). Any damage to the commode while removing or reinstalling will be supplier's responsibility to repair/replace.

- Move and disconnect all appliances. The supplier is responsible for disconnecting water supply lines drain lines (dishwashers) and icemaker to refrigerator connections as needed. The supplier will also reconnect and move the appliances back into place when the flooring work is completed.
- Prep the floor so that it is ready to receive the new tile by sealing all seams and leveling the floor as needed with a floor leveler per manufactures specification.
- Install underlayment to the entire area to be tiled per floor covering manufacturer's specification. The underlayment is to be as specified by the manufacturer.
- Any damaged subflooring will be replaced by supplier at an additional charge and must be pre-approved by KCDC.
- Install LVT tile per manufacturer's specification.
- Install new transition strips throughout units, as needed.

b. Quality Assurance

- Single Source Responsibility for Floor Tile: Obtain each type, color and pattern of tile from a single source with resources to provide products of consistent quality in appearance and physical properties without delaying progress of the work.
- Fire Performance Characteristics: Provide resilient floor tile with the following fire performance characteristics as determined by testing products per ASTM test method indicated below by UL or another testing and inspecting agency acceptable to authorities having jurisdiction.
 - Critical Radiant Flux: 0.45 watts per square cm or more per ASTM E 648, Class I.
 - Smoke Density: Less than 450 per ASTM E 662.

c. Manufacturers

KCDC uses various types of Luxury Vinyl Tile (LVT) for many of its projects.

- KCDC reserves the right to require physical samples.

- KCDC will select the color for each installation from samples supplied by the supplier.
- To ensure proper installation, warranty and certification of manufacturer, proper adhesive must be used on vinyl flooring.

d. Installation

- Comply with manufacturer's installation directions and other requirements indicated that are applicable to each type of tile installation included in project.
- Lay out tiles from center marks established with principal walls, discounting minor offsets so tiles at opposite edges of room are of equal width. Adjust as necessary to avoid using cut widths at perimeter that equal less than one-half of the tile. Install tiles square with room axis, unless otherwise indicated.
- Match tiles for color and pattern by selecting tiles from cartons in same sequence as manufactured and packaged, if so numbered. Cut tiles neatly around all fixtures. Discard broken, cracked, chipped or deformed tiles.
- Where demountable partitions and other items are indicated for installing on top of finished tile floor, install tile before these items are installed.
- Cut and fit tiles to butt tightly to vertical surfaces, permanent fixtures and built-in furniture including cabinets, pipes, outlets, edgings, thresholds and nosings.
- Extend tiles into toe spaces, door reveals, closets and similar openings.
- Maintain reference markers, holes or openings that are in place or plainly marked for future cutting by repeating on the finished flooring as marked on the subfloor. Use chalk or other non-permanent marking device.
- Adhere tiles to flooring substrates without producing open cracks, voids, raising and puckering at joints, telegraphing of adhesive spreader marks or other surface imperfections in completed tile installation.
- Use full spread of adhesive applied to substrate in compliance with manufacturer's directions, including those for trowel notching, adhesive mixing and adhesive open and working times.
- Hand roll tiles where specified by tile manufacturer.

- e. Cleaning
Perform the proper cleaning actions immediately after completing tile installation.

31. General Details for Resilient Wall Base and Installation

- a. Must meet or exceed US Minimum Flammability Requirements.
- b. Vinyl Base: Products complying with FS SS-W-40, Type II.
- c. Rubber Wall Base: Products complying with FS-SS-F-1861, Group 1 (solid)
- d. Vinyl or Rubber Accessories and Edge Strips or Transitions
- e. Qualified Manufacturers:
 - Armstrong World Industries, Inc.
 - Burke Industries, Burke Flooring Products
 - Johnsonite
 - Mannington, Inc. – Mannington Commercial
 - NAFCO
 - V.P.I.
 - Flexco
 - Mercer
 - Others may be considered, but must be approved by KCDC.

32. Moving Furniture

- a. Where there may be an extraordinarily heavy piece of furniture or computer and electronic equipment, the supplier shall notify KCDC and adjustments will be made prior to any installation. KCDC will determine what constitutes an extraordinarily heavy piece of furniture. Residents are responsible for removing personal items and unplugging and removing electronics, computers and cable/satellite boxes.
- b. Upon completion of the installation, the supplier shall replace moved furniture. Damage caused as a direct result of the supplier will be the sole responsibility of the supplier.
- c. The supplier is responsible for providing all necessary equipment, materials and manpower for these moves.
- d. Only charge for actual time spent moving furniture, not whole hours. Supplier must group furniture moving times together if work is done in the same apartment complex on the same day so that costs are minimized.

33. Labor

Craftsmen, skilled in their trades, will perform all work.

34. Pre-installation Requirements

- a. Supplier shall inspect sub floor surfaces to determine they are satisfactory. A satisfactory sub floor surface is defined as one that is smooth and free from cracks, holes, ridges or coatings impairing performance or appearance.
- b. Where indicated, remove the existing base and dispose of waste materials off site.
- c. Examine substrates for moisture content and other conditions under which flooring is to be installed. Repair minor holes, cracks, depressions or rough areas using material specified by the manufacturer. Notify KCDC in writing of conditions detrimental to proper completion of the work. Do not proceed until unsatisfactory conditions have been corrected.
- d. Clear away debris and scrape up cementation deposits from surfaces to receive the flooring. Vacuum or otherwise properly clean the area immediately before installation. Check concrete surfaces to ensure no “dusting” through installed flooring. Apply sealer where required to prevent dusting.

35. Qualification

Suppliers must be an approved installer for the product manufacturer and be experienced in carpet, tile and vinyl flooring installation; primarily in commercial work for at least five years. The actual work must be performed by qualified and experienced installers working under the supervision of the supplier.

36. Time Limit

- a. Work is to be performed in a timely manner to ensure residents have use of their apartments. Once the notice to proceed is issued, the supplier and KCDC will agree to a specific number of calendar days to complete all work.
- b. Note, when the installation is inside resident apartments, the residents must be given 48 hours advance notice before work can begin.

37. Warranty

The supplier is responsible for repairs due to faulty workmanship or failure to follow the manufacturer’s specifications.

- a. If the surface pile in any given area wears more than 10% within ten years, the area will be replaced with carpet of comparable quality and color.

- b. All materials and/or equipment furnished and installed under this award shall be unconditionally guaranteed for a minimum period of one year from the date of acceptance by KCDC against all defects in workmanship and installation. This guarantee includes carpet that becomes loose or wrinkled within guarantee period. If carpet becomes loose or wrinkled the installation supplier shall re-stretch carpet at no additional cost to KCDC.
- c. Warranties shall be furnished to KCDC upon completion and acceptance of the work within fifteen days.

38. Organize your proposal in this structure

Document Number	Title	Form Provided by
Solicitation Document A	General Response Section	KCDC
Solicitation Document B	Affidavits	KCDC
Solicitation Document C	HUD Form 5369A	KCDC
Solicitation Document D	Corporate Qualifications	Supplier
Solicitation Document E	Staff Qualifications	Supplier
Solicitation Document F	Cost	Supplier
Solicitation Document G	References	Supplier
Solicitation Document H	Insurance Agent's Certifications	KCDC

Note: Your submittal's first page is KCDC's Solicitation Document A.

This and the preceding pages do not need to be returned to KCDC.

Solicitation Document A		General Information about the Supplier				
Note: Complete all cells even if the answer is "Does not apply"						
Sign Your Name to the right						
If completing this document in Adobe, an electronic signature is acceptable to KCDC.						
Your signature means you read and agree to "KCDC's General Instructions to Suppliers" (www.kcdc.org) and KCDC's Invoicing Expectations. Further, it means that you are authorized to bind the supplier to your offer. Your signature certifies that you and any other required representative reviewed the information KCDC provided and that the information submitted is accurate.						
Printed Name and Title						
Legal Corporate Name						
Street Address						
City/State/Zip						
Contact Person						
Telephone Number						
Cell Number						
Supplier's E-Mail Address						
Addenda						
Addenda are at www.kcdc.org . Click on "Procurement" and then on "Open Solicitations" to find addenda. Please check for addenda prior to submitting a proposal.						
Acknowledge addenda have been issued by checking below as appropriate:						
None <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
Statistical Information (Check a box in each of the next four lines)						
1. This business is at least 51% owned and operated by a woman						Yes <input type="checkbox"/> No <input type="checkbox"/>
2. This business qualifies as a small business by the State of Tennessee <i>Total gross receipts of not more than \$10,000,000 average over a three-year period OR employs no more than 99 persons on a full-time basis</i>						Yes <input type="checkbox"/> No <input type="checkbox"/>
3. This business is at least 51% owned and operated by a veteran						Yes <input type="checkbox"/> No <input type="checkbox"/>
4. This business is owned & operated by persons at least 51% of the following ethnic background:						
Asian/Pacific <input type="checkbox"/>	Black <input type="checkbox"/>	Hasidic Jew <input type="checkbox"/>	Hispanic <input type="checkbox"/>	Native American <input type="checkbox"/>	White <input type="checkbox"/>	Publicly Owned <input type="checkbox"/>
Prompt Payment Discount Statement						
A ___% prompt payment discount applies when KCDC makes payment in ___ days of accurate invoicing.						
Cooperative Procurement						
Subject to additional location/delivery charges, the supplier agrees to extend the offered costs to other governments if the government so desires. Yes <input type="checkbox"/> No <input type="checkbox"/>						

Conflict of Interest

1. No commissioner or officer of KCDC or other person whose duty it is to vote for, let out, overlook or in any manner superintend any of the work for KCDC has a direct interest in the award or the supplier providing goods or services.
2. No employee, officer or agent of the grantee or sub-grantee will participate in selection, or in the award or administration of an award supported by federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the employee, officer or agent, any member of his immediate family, his or her partner, or an organization, which employs, or is about to employ, any of the above, has a financial or other interest in the supplier selected for award.
3. The grantee's or sub-grantee's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from suppliers, potential suppliers, or parties to sub-agreements. Submission of this form certifies that no conflicts of interest exist.

Drug Free Workplace Requirements

4. Private employers with five or more employees desiring to contract for construction services attest that they have a drug free workplace program in effect (TCA 50-9-112).

Eligibility

5. The supplier is eligible for employment on public contracts because no convictions or guilty pleas or pleas of nolo contendere to violations of the Sherman Anti-Trust Act, mail fraud or state criminal violations with an award from the State of Tennessee or any political subdivision thereof have occurred.

General

6. Supplier understands the preparation and contents of the attached offer and of all pertinent circumstances respecting such offer. Further, such offer is genuine and is not a sham offer.

Iran Divestment Act

7. By submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not on the list created pursuant to the Iran Divestment Act (TCA 12-12-101 et seq.).

General

8. Neither the supplier nor any of its officers, partners, owners, agents, representatives, or employees or has in any way colluded conspired, connived or agreed, directly or indirectly, with any other person to submit a collusive or sham offer in connection with the award or agreement for which the attached offer has been submitted or to refrain from making an

offer in connection with such award or agreement, or collusion or communication or conference with any other supplier, or, to fix any overhead, profit, or cost element of the offer price or the offer price of any other supplier, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against KCDC or any person interested in the proposed award or agreement.

9. The prices quoted in the attached offer are fair, proper and not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the supplier or any of its agents, representatives, owners, employees, or parties in interest.

No Contact/No Advocacy Affidavit

10. After this solicitation is issued, any contact initiated by any supplier with any KCDC representative concerning this solicitation is prohibited-except for communication with the Procurement Division. My signature signifies that no unauthorized contact occurred. To ensure the integrity of the review and evaluation process, respondents to this solicitation nor any firm representing them, may not lobby or advocate to KCDC staff or Board members. My signature signifies that no unauthorized advocacy occurred.

Non-Boycott of Israel Affidavit

11. By submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to TCA § 12-4-1 and will not during the term of any award. Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

The undersigned hereby acknowledges receipt of these affidavits and certifies that the submittal in response to this solicitation is in full compliance with the listed requirements. Failure to properly acknowledge issues concerning the above is grounds for response rejection and may subject the signer to penalties as directed by the appropriate laws.

Signed by		
Printed Name		
Title		

Representations, Certifications, and Other Statements of Bidders

Public and Indian Housing Programs

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1. Certificate of Independent Price Determination

(a) The bidder certifies that--

(1) The prices in this bid have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to (i) those prices, (ii) the intention to submit a bid, or (iii) the methods or factors used to calculate the prices offered;

(2) The prices in this bid have not been and will not be knowingly disclosed by the bidder, directly or indirectly, to any other bidder or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a competitive proposal solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the bidder to induce any other concern to submit or not to submit a bid for the purpose of restricting competition.

(b) Each signature on the bid is considered to be a certification by the signatory that the signatory--

(1) Is the person in the bidder's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

insert

full name of person(s) in the bidder's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder's organization;

(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the bidder deletes or modifies subparagraph (a)2 above, the bidder must furnish with its bid a signed statement setting forth in detail the circumstances of the disclosure.

[Contracting Officer check if following paragraph is applicable]

(d) Non-collusive affidavit. (applicable to contracts for construction and equipment exceeding \$50,000) in Solicitation Document B attached

(1) Each bidder shall execute, in the form provided by the PHA/IHA, an affidavit to the effect that he/she has not colluded with any other person, firm or corporation in regard to any bid submitted in response to this solicitation. If the successful bidder did not submit the affidavit with his/her bid, he/she must submit it within three (3) working days of bid opening. Failure to submit the affidavit by that date may render the bid nonresponsive. No contract award will be made without a properly executed affidavit.

(2) A fully executed "Non-collusive Affidavit" [] is, [] is not included with the bid.

2. Contingent Fee Representation and Agreement

(a) Definitions. As used in this provision:

"Bona fide employee" means a person, employed by a bidder and subject to the bidder's supervision and control as to time, place, and manner of performance, who neither exerts, nor proposes to exert improper influence to solicit or obtain contracts nor holds out as being able to obtain any contract(s) through improper influence.

"Improper influence" means any influence that induces or tends to induce a PHA/IHA employee or officer to give consideration or to act regarding a PHA/IHA contract on any basis other than the merits of the matter.

(b) The bidder represents and certifies as part of its bid that, except for full-time bona fide employees working solely for the bidder, the bidder:

(1) [] has, [] has not employed or retained any person or company to solicit or obtain this contract; and

(2) [] has, [] has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(c) If the answer to either (a)(1) or (a)(2) above is affirmative, the bidder shall make an immediate and full written disclosure to the PHA/IHA Contracting Officer.

(d) Any misrepresentation by the bidder shall give the PHA/IHA the right to (1) terminate the contract; (2) at its discretion, deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

3. Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (applicable to contracts exceeding \$100,000)

(a) The definitions and prohibitions contained in Section 1352 of title 31, United States Code, are hereby incorporated by reference in paragraph (b) of this certification.

(b) The bidder, by signing its bid, hereby certifies to the best of his or her knowledge and belief as of December 23, 1989 that:

(1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of a contract resulting from this solicitation;

(2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the bidder shall complete and submit, with its bid, OMB standard form LLL, "Disclosure of Lobbying Activities," and

(3) He or she will include the language of this certification in all subcontracts at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

(c) Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

(d) Indian tribes (except those chartered by States) and Indian organizations as defined in section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450B) are exempt from the requirements of this provision.

4. Organizational Conflicts of Interest Certification

The bidder certifies that to the best of its knowledge and belief and except as otherwise disclosed, he or she does not have any organizational conflict of interest which is defined as a situation in which the nature of work to be performed under this proposed contract and the bidder's organizational, financial, contractual, or other interests may, without some restriction on future activities:

- (a) Result in an unfair competitive advantage to the bidder; or,
- (b) Impair the bidder's objectivity in performing the contract work.

In the absence of any actual or apparent conflict, I hereby certify that to the best of my knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement.

5. Bidder's Certification of Eligibility

(a) By the submission of this bid, the bidder certifies that to the best of its knowledge and belief, neither it, nor any person or firm which has an interest in the bidder's firm, nor any of the bidder's subcontractors, is ineligible to:

(1) Be awarded contracts by any agency of the United States Government, HUD, or the State in which this contract is to be performed; or,

(2) Participate in HUD programs pursuant to 24 CFR Part 24.

(b) The certification in paragraph (a) above is a material representation of fact upon which reliance was placed when making award. If it is later determined that the bidder knowingly rendered an erroneous certification, the contract may be terminated for default, and the bidder may be debarred or suspended from participation in HUD programs and other Federal contract programs.

6. Minimum Bid Acceptance Period

(a) "Acceptance period," as used in this provision, means the number of calendar days available to the PHA/IHA for awarding a contract from the date specified in this solicitation for receipt of bids.

(b) This provision supersedes any language pertaining to the acceptance period that may appear elsewhere in this solicitation.

(c) The PHA/IHA requires a minimum acceptance period of 90 calendar days.

(d) In the space provided immediately below, bidders may specify a longer acceptance period than the PHA's/IHA's minimum requirement. The bidder allows the following acceptance period: calendar days.

(e) A bid allowing less than the PHA's/IHA's minimum acceptance period will be rejected.

(f) The bidder agrees to execute all that it has undertaken to do, in compliance with its bid, if that bid is accepted in writing within (1) the acceptance period stated in paragraph (c) above or (2) any longer acceptance period stated in paragraph (d) above.

7. Small, Minority, Women-Owned Business Concern Representation

The bidder represents and certifies as part of its bid/ offer that it --

is, [] is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.

is, [] is not a women-owned business enterprise. "Women-owned business enterprise," as used in this provision, means a business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

is, [] is not a minority business enterprise. "Minority business enterprise," as used in this provision, means a business which is at least 51 percent owned or controlled by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this definition, minority group members are:

(Check the block applicable to you)

Black Americans

Asian Pacific Americans

Hispanic Americans

Asian Indian Americans

Native Americans

Hasidic Jewish Americans

9. Certification of Eligibility Under the Davis-Bacon

Act (applicable to construction contracts exceeding \$2,000)

(a) By the submission of this bid, the bidder certifies that neither it nor any person or firm who has an interest in the bidder's firm is a person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(b) No part of the contract resulting from this solicitation shall be subcontracted to any person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(c) The penalty for making false statements is prescribed in the U. S. Criminal Code, 18 U.S.C. 1001.

10. Certification of Nonsegregated Facilities (applicable to contracts exceeding \$10,000)

(a) The bidder's attention is called to the clause entitled **Equal Employment Opportunity** of the General Conditions of the Contract for Construction.

(b) "Segregated facilities," as used in this provision, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or otherwise.

(c) By the submission of this bid, the bidder certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The bidder agrees that a breach of this certification is a violation of the Equal Employment Opportunity clause in the contract.

(d) The bidder further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) prior to entering into subcontracts which exceed \$10,000 and are not exempt from the requirements of the Equal Employment Opportunity clause, it will:

- (1) Obtain identical certifications from the proposed subcontractors;
- (2) Retain the certifications in its files; and
- (3) Forward the following notice to the proposed subcontractors (except if the proposed subcontractors have submitted identical certifications for specific time periods):

Notice to Prospective Subcontractors of Requirement for Certifications of Nonsegregated Facilities

A Certification of Nonsegregated Facilities must be submitted before the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Employment Opportunity clause of the prime contract. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

Note: The penalty for making false statements in bids is prescribed in 18 U.S.C. 1001.

11. Clean Air and Water Certification (applicable to contracts exceeding \$100,000)

The bidder certifies that:

(a) Any facility to be used in the performance of this contract [] is, [] is not listed on the Environmental Protection Agency List of Violating Facilities:

(b) The bidder will immediately notify the PHA/IHA Contracting Officer, before award, of the receipt of any communication from the Administrator, or a designee, of the Environmental Protection Agency, indicating that any facility that the bidder proposes to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities; and,

(c) The bidder will include a certification substantially the same as this certification, including this paragraph (c), in every nonexempt subcontract.

12. Bidder's Signature

The bidder hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

(Signature and Date)

(Typed or Printed Name)

(Title)

(Company Name)

(Company Address)

Solicitation Document D Corporate Qualifications

Provide a detailed narrative outlining your corporate experience in flooring services. Include information such as:

1. A narrative history of your company.
2. A brief narrative describing why your firm is best qualified to perform the requested services.
3. The length of time it has been providing such services.
4. Staff size (broken down by type of work performed).
5. Detail your quality control program.
6. Detail the turnaround time once KCDC issues a purchase order for services.

Solicitation Document E Staff Qualifications for those to be assigned to KCDC

Provide a detailed narrative outlining your proposed staffs' experience in providing these services. Include information such as:

1. Names
 - Certifications
 - Training
 - Years of experience
2. Indicate which member of your staff will be KCDC's main contact.

Use the table below to provide firm fixed costs. Use the other fields to detail any other charges or optional charges.

Item	Cost	Unit of Measure
Shaw Potential III 28 Carpeting	\$	Square Yard
Installation of Carpet	\$	Square Foot
Installation of Padding	\$	Square Foot
Installation of Vinyl Tile (LVT& VCT)	\$	Square Foot
Installation of Vinyl Plank (EVP & LVP)	\$	Square Foot
Installation of Ceramic Tile (including sealant)	\$	Square Foot
Installation of Subflooring: Wood Products	\$	Square Foot
Installation of Subflooring: Concrete Product	\$	Square Foot
Installation of Linoleum Type Products	\$	Square Foot
Removing and Disposing of Existing Carpet	\$	Square Foot
Removing and Disposing of Existing Padding	\$	Square Foot
Removing and Disposing of Existing Vinyl Tile (LVT & VCT)	\$	Square Foot
Removing and Disposing of Existing Vinyl Tile (EVP & LVP)	\$	Square Foot
Removing and Disposing of Existing Ceramic Tile	\$	Square Foot
Removing and Disposing of Existing Linoleum Type Products	\$	Square Foot
Moving Furniture	\$	Hour
Floor Preparation Work	\$	Square Foot
Cost to Cut Doors	\$	Each
Other Cost 1:	\$	
Other Cost 2:	\$	
Other Cost 3:	\$	
Other Cost 4:	\$	

Provide two types of information:

1. Five specific references of similar past work. Include:
 - Contact name
 - Contact email
 - Description of work performed
 - Date the service was provided

2. A client list that demonstrates that services have been provided to other clients of similar size and scope with an emphasis on providing services to other housing authorities and/or apartment complexes, if applicable.

I have reviewed the insurance requirements with the bidder/proposer named below and have told the bidder/proposer that the required coverage will be available and have advised the bidder/proposer of any additional costs that may be entailed with the coverages.

Insurance Agency 1 Name: _____

Insurance Agent's Signature: _____

Insurance Agency 2 Name: _____

Insurance Agent's Signature: _____

Insurance Agency 3 Name: _____

Insurance Agent's Signature: _____

Bidder's/Proposer's Statement and Certification:

I certify that:

1. I have reviewed these requirements with my insurance agent(s).
2. I and my subcontractors (if any) will comply with the insurance requirements herein.
3. I/my insurance agency take no exceptions to the listed insurance requirements.
4. My subcontractors (if any) take no exceptions to the listed insurance requirements.

Proposer's Name: _____

Authorizing Signature: _____

Return this page with your proposal.

1. INSURANCE

The Supplier shall maintain, at Supplier's sole expense, on a primary and non-contributory basis, at all times during the life of the contract insurance coverages, limits, and endorsements described herein. All insurance must be underwritten by insurers with an A.M. Best rating of A-: VI or better. Upon award, the Supplier shall provide Certificate(s) of Insurance and amendatory endorsements to KCDC evidencing said insurance coverages. **See paragraph "f" for exact naming of certificate holder and additional insureds (Owner Entities).**

The Supplier agrees the insurance requirements herein as well as KCDC's review or acknowledgement, is not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Supplier under this contract. KCDC's failure to require a certificate of insurance, acceptance of a non-conforming certificate, or allowing the Supplier to commence work shall not operate as a waiver of these minimum insurance requirements or the liabilities and obligations assumed by the Supplier under this contract.

- a. Commercial General Liability Insurance:** occurrence version general liability insurance including contractual liability with a minimum combined single limit of \$1,000,000 per occurrence with \$2,000,000 in the aggregate covering the following perils: bodily injury, personal injury, and broad form property damage including products/completed operations for one year after completion of the Project(s). Limits must apply separately to the work/location in this contract.

Such insurance shall contain or be endorsed to contain a provision that includes the **Owner Entities** as additional insureds with respect to the Supplier's ongoing and completed operations, providing coverage at least as broad as CG 20 10 07 04 and 20 37 07 04 endorsements. The coverage shall contain no special limitations on the scope of its protection afforded to the listed insureds.

- b. Commercial Automobile Liability Insurance:** in an amount not less than \$1,000,000 (combined single limit) for all owned, hired, and non-owned vehicles utilized by Supplier in connection with the Project. Coverage is to include coverage for loading and unloading hazards.

Such insurance shall contain or be endorsed to contain a provision that the **Owner Entities** as additional insureds.

- c. Workers' Compensation Insurance and Employers Liability Insurance:** Workers' Compensation Insurance with statutory limits as required by the State of Tennessee or other applicable laws.

d. **Pollution Liability Insurance:** coverage, providing defense and indemnity coverage for bodily injury, property damage, and environmental investigation and clean-up costs for pollution conditions arising from the Contractor's operations. Limit of liability not less than \$1,000,000 each occurrence and \$2,000,000 annual aggregate. The policy shall include a minimum three (3) year Discovery (tail) reporting period, and a Retroactive Date that equals or precedes the effective date of this contract or the performance of work hereunder. Coverage may be provided on a per project basis.

e. **Other Insurance Requirements:**

1. Upon award, Supplier shall furnish KCDC with original Certificate(s) of Insurance and amendatory endorsements effecting coverage required by this section.
2. Provide a waiver of subrogation **for each required policy herein**. When required by the insurer, or should a policy condition not permit Supplier to enter into a pre-loss agreement to waive subrogation without an endorsement, the policy should be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This waiver of subrogation requirement shall not apply to any policy which includes a condition specifically prohibiting such an endorsement, or voids coverage should supplier enter into such an agreement on a pre-loss basis.
3. A **minimum 30-day cancellation notice** for all insurances (by endorsement if necessary) is required.
4. Replace certificates, policies, and endorsements for any such insurance expiring prior to completion of services.
5. Maintain such insurance from the time services commence until services are completed or through such extended discovery/reporting/tail period as required. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by KCDC as a material breach of contract.
6. Any deductibles and/or self-insured retentions greater than \$50,000 must be disclosed to and approved by KCDC prior to the commencement of services. Use of large deductibles and/or self-insured retentions will require proof of financial ability as determined by KCDC.
7. All policies must be written on an occurrence basis with the exception of Errors and Omissions Liability (E & O) / Professional Liability and Pollution Liability which may be claims made coverage.

8. Require all subcontractors to maintain during the term of the resulting contract commercial general liability insurance, automobile liability insurance, and workers' compensation/employers liability insurance (unless subcontractor's employees are covered by contractor's insurance) in the same manor and limits as specified for the Supplier.

f. Certificate Holder and Additional Insured:

The Certificate Holder shall be:

KCDC
901 N Broadway
Knoxville, TN 37917

Owner Entities are defined as those entities listed below and shall be provided all insurance coverages, limits, and endorsements included herein including additional insured status. Provided Supplier's insurer(s) permits the entities listed below can be identified collectively as "**Owner Entities**":

KCDC, its officials, officers, employees, and volunteers
Eastport Development, LP
Five Points 1 LP
Five Points 2 LP
Five Points 3 LP
Five Points 4 LP
Lonsdale, LP
North Ridge Crossing, LP
Vista at Summit Hill, LP
Bell Street LP
Bell Street 2 LP
Bell Street 3 LP
Montgomery Village Corporation
Cagle Terrace Corporation

*(Note: Only one (1) certificate needs to be provided. Certificate must reflect KCDC as the Certificate Holder and specify all coverages and terms apply to **all Owner Entities**.)*

- g. Right to Revise or Reject:** KCDC reserves the right to revise any insurance requirement, including but not limited to, limits, coverages, and endorsements based on changes in scope of work/specifications, insurance market conditions affecting the availability or affordability of coverage.

- h. No Representation of Coverage Adequacy:** The coverages, limits or endorsements required herein protect the primary interests of the Owner Entities, and the Supplier agrees in no way should these coverages, limits or endorsements required be relied upon when assessing the extent or determining appropriate types and limits of coverage to protect the Supplier against any loss exposures, whether as a result of the project or otherwise.

Certificate Holder	KCDC 901 N Broadway Knoxville, TN 37917
Additional Insureds (Owner Entities) <i>(can be identified collectively as Owner Entities)</i>	KCDC, its officials, officers, employees, and volunteers Knoxville’s Housing Development Corporation (KHDC) Eastport Development, LP Five Points 1 LP Five Points 2 LP Five Points 3 LP Five Points 4 LP Lonsdale, LP North Ridge Crossing, LP Vista at Summit Hill, LP Bell Street LP Bell Street 2 LP Bell Street 3 LP Montgomery Village Corporation Cagle Terrace Corporation
GL (Supplier & Subcontractors)	\$1M / \$2M (including contractual liability)
Auto (Supplier & Subcontractors)	\$1M (owned, hired, & non-owned)
WC & Employers Liability (Supplier & Subcontractors)	statutory limits
Pollution Liability (Contractor)	\$1M / \$2M
30-day cancellation (Supplier & Subcontractors)	Required– must indicate on COI
Primary non-contributory (Supplier & Subcontractors)	Required – must indicate on COI
Waiver of Subrogation (Supplier & Subcontractors)	Required – must indicate on COI

This and the preceding 3 pages do not need to be returned to KCDC.
