

BID SOLICITATION



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

BID OPENING DATE AND TIME:
 09-JUL-19 at 2:00 PM

BID NUMBER: 305583

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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Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition No.: 184643 Bid No.: 305583 Ordering Dept.: Waste Resources Division, Public Works Buyer: Amanda Berkowitz Phone No.: (423) 643-7233					
Items Being Purchased: Environmental Services					
ATTACHMENTS: Specifications (4 pgs) Affirmative Action Plan (2 pgs) Iran Divestment Act (1 pg) No Contact/No Advocacy Affidavit (1 pg) City of Chattanooga (COC) Terms and Conditions posted on Website http://www.chattanooga.gov/purchasing/standard-terms-and-conditions If you can't download call buyer for a copy.					
NOTE: A Pre-Bid Conference Will Be Held June 26, 2019 at 10:00 AM, at City Hall, 101 E 11th Street, Chattanooga, TN 37408, Ground Floor - Purchasing Conference Room					
This Shall Be A Twelve (12) Month Blanket Contract To Supply Environmental Services For The Waste Resources Division. The Contract Term May Be Renewed For An Additional Two (2) Twelve (12)Month Term 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 JULY 9, 2019 ***					
***** 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 having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.					
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 ar enot intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.					
The City of Chattanooga reserves the right to reject any and/or all bids, waive any					

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<p>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>_____</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: _____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Parts Cleaner Service (30 gallon)/(Per Service)	100	Each	_____	_____
2	Fluorescent Light Bulb Service (Per 4 Ft. Box)	90	Each	_____	_____
3	Fluorescent Light Bulb Service (Per 8 Ft. Box)	50	Each	_____	_____
4	Used Grease Services (Per 55 Gallon Drum)	10	Each	_____	_____
5	Used Grease Services (Per 30 Gallon Drum)	15	Each	_____	_____
6	Parts Cleaner Service (20 gallon)/(Per Service)	100	Each	_____	_____
7	Used Grease Services (Per 15 Gallon Drum)	20	Each	_____	_____
8	Waste Methylene Chloride (Per 55 Gallon Drum)	4	Each	_____	_____
9	Waste Methylene Chloride (Per 30 Gallon Drum)	4	Each	_____	_____
10	Waste Methylene Chloride (Per 15 Gallon Drum)	10	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
11	Chlorform Waste (Per 55 Gallon Drum)	4	Each	_____	_____
12	Chlorform Waste (Per 30 Gallon Drum)	4	Each	_____	_____
13	Chlorform Waste (Per 15 Gallon Drum)	10	Each	_____	_____
15	Batteries (per 5 Gallon)	100	Each	_____	_____
16	NiCad Batteries (wet or dry Per 5 Gallon)	4	Each	_____	_____
17	Lead Acid Batteries (wet or gel Per 5 Gallon)	4	Each	_____	_____
18	Hazardous Liquid (275 Gallon Tote)	5	Each	_____	_____
19	Hazardous Liquid (350 Gallon Tote)	5	Each	_____	_____
20	Non-Hazardous Liquid (275 Gallon Tote)	5	Each	_____	_____
21	Non-Hazardous Liquid (350 Gallon Totes)	5	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
22	Mercury and Salt Solutions (Per 30 Gallon Drum)	5	Each	_____	_____
23	Analysis Fee for Outside Lab	1	Each	_____	_____
24	e-Manifest Fee Flat Rate	1	Each	_____	_____
25	Hazardous Solid (30 Gallon Drum)	10	Each	_____	_____
26	Hazardous Solid (35 Gallon Drum)	10	Each	_____	_____
27	Hazardous Solid (55 Gallon Drum)	12	Each	_____	_____
28	Non-Hazardous Solid (30 Gallon Drum)	10	Each	_____	_____
29	Non-Hazardous Solid (35 Gallon Drum)	10	Each	_____	_____
30	Non-Hazardous Solid (55 Gallon Drum)	12	Each	_____	_____
31	PCB Ballast (30 Gallon Drum)	6	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
32	PCB Ballast (55 Gallon Drum)	6	Each	_____	_____

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COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

**SPECIFICATIONS
FOR
ANNUAL REQUIREMENTS CONTRACT
TO SUPPLY
ENVIRONMENTAL SERVICES
FOR THE WASTE RESOURCES DIVISION
CITY OF CHATTANOOGA, TENNESSEE
April, 2019**

1.0 GENERAL

1.1 SCOPE OF SERVICES

The Scope of Services included in these Specifications shall be for all labor, benefits, equipment, fuel, containers, related paper work and any other related expenses necessary to provide environmental services for the WASTE RESOURCES DIVISION including the Moccasin Bend Wastewater Treatment Plant (MBWWTP), 455 Moccasin Bend Road, Chattanooga, Tennessee 37405 and pump stations throughout the Interceptor Sewer System.

1.2 BASIS OF BIDDING

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

Specialty equipment, materials and services required for the work but not described herein will be invoiced by the Vendor at cost plus a percent mark-up.

Cost of these services shall be subject to all of the requirements of the Specifications.

The bid shall be awarded on the basis of the unit cost per item of service to provide environmental services for the Waste Resources Division as well as an evaluation of the Vendor's qualifications, experience, capabilities and other factors specified in the City Code.

1.3. *References and Experience*

A. References

The Vendor shall submit a minimum list of five (5) customers for whom the Vendor has performed environmental services during the past three-(3) years.

The list shall include names, addresses, telephone numbers, and contact person who is knowledgeable of services provided.

B. Experience

The Vendor shall have a minimum of 15 years experience providing all of environmental services described herein.

C. Employee Qualifications

The Vendor shall have on staff employees and personnel who have been trained and/or certified in the handling of the various materials described in these specifications.

D. Failure to provide these submittals at the time of the Bid may result in the Vendor's bid being disqualified.

2.0 SERVICES AND OTHER REQUIREMENTS

2.1 *Inspection*

The services furnished by the Vendor shall be subject to inspection and approval by the City's designated representative, but the manner and method of providing the services shall be the responsibility of the Vendor.

2.2 DESCRIPTION OF CONTRACTED SERVICES

2.1 *General*

A. The Vendor shall provide all labor, benefits, equipment, fuel, materials, paper work and any other related expenses necessary provide environmental services described herein for the WASTE RESOURCES DIVISION.

B. The Vendor shall provide the services on an "as needed" basis as requested by the City. The City will attempt to schedule the work to optimize the use of the Vendor's workers and equipment when it is needed.

C. The Vendor shall perform work on straight time, i.e., non-emergency, unless otherwise noted. Overtime, weekend, or holiday work shall only be performed at the City's direction.

2.2.2 *Vendor Services*

A. The Vendor shall be prepared to provide the following environmental services holding the City harmless and assuming "Cradle to Grave"

responsibility;

1. Parts Cleaner Services
 2. Used Oil Services
 3. Fluorescent Light Bulb Services
 4. Used Grease Services
 5. Lab Chemical Services
 6. Other Services
- B. The Vendor shall provide the labor, materials, containers, loading, transportation, equipment, and any other materials and services necessary to provide parts cleaning services on three (3) 20 gallon parts cleaners and one (1) 30 gallon parts cleaner on an 18 week cycle. Services shall include removal of spent solvents, clean-up and inspection of parts cleaners, replenishment of parts cleaners with fresh solvents, and shipping and disposal of spent solvents at approved and properly permitted disposal sites. Services shall also include all related paper work related to the shipping and disposal of the spent solvents.
- C. The Vendor shall provide the labor, materials, containers, loading, transportation, equipment, and any other materials and services necessary to provide used oil services on a prearranged schedule. Services shall include removal of used oil, clean-up and inspection of used oil storage containers, and shipping and disposal of used oil at approved and properly permitted disposal sites. Services shall also include all related paper work related to the shipping and disposal of the used oil.
- D. The Vendor shall provide the labor, materials, containers, loading, transportation, equipment, and any other materials and services necessary to provide fluorescent light bulb services on an 8 week cycle. Services shall include removal of spent fluorescent light bulbs, clean-up and inspection of spent fluorescent light bulb storage containers, and shipping and disposal of spent fluorescent light bulbs at approved and properly permitted disposal sites. Services shall also include all related paper work related to the shipping and disposal of the spent fluorescent light bulbs.
- E. The Vendor shall provide the labor, materials, containers, loading, transportation, equipment, and any other materials and services necessary to provide used grease services on a prearranged schedule. Services shall include removal of used grease, clean-up and inspection of used grease storage containers, and shipping and disposal of used grease at approved and properly permitted disposal sites. Services shall also include all related paper work related to the shipping and disposal of the used grease.
- F. The Vendor shall provide the labor, materials, containers and/or lab

packs, loading, transportation, equipment, and any other materials and services necessary to provide lab chemical services on a prearranged schedule. Services shall include removal of used laboratory chemicals such as spent or used chloroform and methylene chloride and other chemicals in small quantities, clean-up and inspection of spent lab chemical storage containers, and shipping and disposal of spent or used lab chemicals at approved and properly permitted disposal sites. Services shall also include analytical profiles of the used or spent lab chemicals and paper work related to the shipping and disposal of the spent and used lab chemicals.

- G. The Vendor shall provide the labor, materials, containers, loading, transportation, equipment, and any other materials and services necessary to provide environmental services for the disposal of unknown materials. Services shall include performing analytical profiles of these materials, removal of these unknown materials, clean-up and inspection of these materials, storage containers, and shipping and disposal of these materials at approved and properly permitted disposal sites. Services shall also include all related paper work related to the shipping and disposal of these unknown materials.

2.2.3 City Supplied Services

- A. The City will provide the following services:
1. The City shall provide space and access at its facilities for locating environmental service storage containers provided by the Vendor.
 2. The City will provide reasonable assistance to the Vendor when on site to remove materials
 3. The City will provide all electricity, water, and wastewater utilities at City facilities.

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. During the term of this contract the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
 - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer."
 - b. Seek and maintain contracts with minority groups and human relations organizations as available.

- c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities
 - d. Use only recruitment sources which state in writing that they practice equal opportunity. Advise all recruitment sources that qualified minority group members and women will be sought for consideration for all positions when vacancies occur.
5. Minority statistics are subject to audit by City of Chattanooga staff or other governmental agency.
6. The Contractor agrees to notify the City of Chattanooga of any claim or investigation by State or Federal agencies as to discrimination.

(Signature of Contractor)

(Title and Name of Company)

(Date)

Chapter No. 817 (HB0261/SB0377).
"Iran Divestment Act" enacted.
Vendor Disclosure and Acknowledgement

By submission of this bid, each proposer and each person signing on behalf of any proposer 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 proposer is not on the list created pursuant to § 12-12-106.

(SIGNED)

(PRINTED NAME)

(BUSINESS NAME)

(DATE)

No Contact/No Advocacy Affidavit

City of Chattanooga
Purchasing Division

For Submission with Sealed RFP, RFQ, Sealed Bid Responses:

State of _____

County of _____

_____ (agent name), being first duly sworn, deposes and says 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 # _____;

(2) _____ (agent name) swears or affirms that the Submitter
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: _____

Subscribed and sworn to before me this _____ day of _____, 2_____.

Notary Public: _____

My commission expires: _____