

BID SOLICITATION



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

BID OPENING DATE AND TIME:
 29-MAY-19 at 2:00 PM

BID NUMBER: 305532

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
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Requisition No.:184869 / Bid No. 305532
 Ordering Dept.: Economic and Community Development
 Buyer: Deidre Keylon
 Phone No.: 423-643-7231
 Email: dmkeylon@chattanooga.gov

Items Being Purchased: Special Event Stage Trailer

ATTACHMENTS:
 Specifications
 Iran Divestment Act Form
 Affirmative Action Plan
 No Contact/No Advocacy Affidavit
 Applicable Terms and Conditions at web address referenced below:
http://chattanooga.gov/images/City_of_Chattanooga_-_Standard_Terms_and_Conditions_Revised_7.18.2018.pdf

 Deadline For Questions Is May 20, 2019, at 2:00 pm, Est
 Email questions to dmkeylon@chattanooga.gov

*** SEALED BID MUST BE RECEIVED NO LATER THAN 02:00 PM EST ON MAY 29, 2019 ***
 *** NO E-MAILED BIDS ACCEPTED ***

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.

**** ALL ITEMS MUST BE BID WITH COMPLETE SHIPPING AND DELIVERY WITH TERMS: F.O.B. DESTINATION ****

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 acknowledge
 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 m
 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.

**** NOTE **** PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:

Company Name _____
 Address _____

 Phone/Toll-Free No. _____
 Fax No. _____
 eMail Address _____
 Contact Person's Name _____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Special event stage trailer	1	Dollar	_____	_____

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: _____

Stage Trailer Specifications

- 18' flat front enclosed box trailer 8.5' wide white finish
- 15' fold down stage on driver side of trailer with removable railing system and stage legs
- Spring assist door system on both stage doors
- Fold down back door that can also be a stage
- 50amp electrical system
- 50 amp breaker box - 120volt only - 60amp converter
- Power inlet - 50 amp with 25' shore cord
- 6 12v interior lights with switch
- 4 12v high output exterior stage lights with switches (2 for each stage)
- 5 interior GFCI 120v 15a electric outlets
- On board 4.0 kw RV style generator and fuel tank
- 12v deep cell battery with connection to converter
- 16' electric awning to cover side stage
- Aluminum tube walls and ceiling with one piece aluminum ceiling
- Screwless exterior finish for easy graphics
- Interior cabinets along entire front wall of trailer with counter top work space, cabinets to include insulated generator space and fuel tank
- Double axle trailer with electric brake system
- Full perimeter steel frame with skid plate protection
- Jack tongue and stabilizers on front and rear of trailer
- 7 way wire harness
- Bumper pull system
- Bar lock door latch system on all exterior doors
- Portable two step aluminum steps (2 one for 15' side stage one for back door/stage)
- 8 interior d ring strap attachment points
- Black floor finish

Bid must include complete shipping and delivery cost (FOB: Destination) to:

Outdoor Chattanooga
Coolidge Park
200 River Street
Chattanooga, TN 37405
(423) 643-6888

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 more information, please contact the State of Tennessee, Central Procurement Office
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

Affirmative Action Plan

(Name of Contractor)

The above named Contractor is an equal opportunity employer and during the performance of this contract, the Contractor agrees to abide by the Affirmative Action Plan of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or 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 Construction Company)

(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: _____