

BID SOLICITATION



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

BID OPENING DATE AND TIME:
 18-JUN-19 at 2:00 PM

BID NUMBER: 305561

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.: 185725 Bid No.: 305561 Ordering Dept.: Waste Resources Division Buyer: Amanda Berkowitz Phone No.: (423) 643-7233 Email: aberkowitz@chattanooga.gov					
Items Being Purchased: Vibration Analysis & Infrared Thermographic Services					
ATTACHMENTS: Specifications (5 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.					
This Shall Be A Twelve (12) Month Blanket Contract To Supply Vibration Analysis and Infrared Thermographic 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 JUNE 18, 2019 ***					
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 manufacturers 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.					
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.					
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:					

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Item	Class-Item	Quantity	Unit	Unit Price	Total
Company Name _____ Address _____ _____ Phone/Toll-Free No. _____ Fax No. _____ eMail Address _____ Contact Person's Name _____ Estimated Delivery _____ Minority-Owned Business _____ Small Business _____ Veteran _____ Minority Woman-Owned Business _____ Disabled Veteran _____ Woman-Owned Business _____ **** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****					

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	Labor, Vibration Analysis	3000	Hour	_____	_____
2	Labor, Infrared Thermographic	1500	Hour	_____	_____
3	Labor, Vibration Analysis, Overtime/Emergency	100	Hour	_____	_____
4	Labor, Infrared Thermographic, Overtime/Emergency	100	Hour	_____	_____

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TELEPHONE NUMBER: _____

ALL BIDS MUST BE SIGNED – The undersigned offers the above quoted prices under the conditions contained herein.

COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

**SPECIFICATIONS
FOR
ANNUAL REQUIREMENTS CONTRACT
TO SUPPLY
VIBRATION ANALYSES AND INFRARED THERMOGRAPHIC SERVICES
FOR THE
WASTE RESOURCES DIVISION
CITY OF CHATTANOOGA, TENNESSEE
May, 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, and any other related expenses necessary to provide vibration analyses and infrared thermographic services for the WASTE RESOURCES DIVISION including the Moccasin Bend Wastewater Treatment Plant (MBWWTP) and associated major pump stations, 455 Moccasin Bend Road, Chattanooga, Tennessee 37405.

It is the responsibility of each bidder to be familiar with and have a working knowledge of all types, sizes, and quantities of electric motors, pumps, blowers, compressors, gear boxes, variable frequency drive (VFD), direct current drive (DCD), motor control centers, electrical switch gear, and other related equipment requiring vibration analyses and infrared thermographic services.

1.2 BASIS OF BIDDING

The cost per hour shall include any and all, costs for wages, benefits, indirect costs, overhead and profit, insurance, and any other related direct or indirect cost. The cost per hour shall be for the services of one (1) technician and any and all equipment necessary to perform the work described herein.

The Vendor shall also provide hourly rates for overtime/emergency service and holiday work for the various work described herein.

1.3 *References and Experience*

A. References

1. The Vendor shall submit a list of five (5) customers for whom the Vendor has performed vibration analyses and infrared thermographic services.
2. The list shall include names, addresses, telephone numbers, and contact person who is knowledgeable of services provided.

B. Experience

1. The Vendor shall submit a brief company history of providing the specified services.
2. The Vendor or Vendor's technicians shall have at least five (5) years experience in performing vibration analyses and infrared thermographic services, on equipment required to perform these services, and in the preparation of reports analyzing the data and recommending actions to be taken.

1.4 WARRANTY

The Vendor shall warrant and guarantee the work performed for a period of 90 days following delivery of the work to the City. The work shall be guaranteed and warranted against defective workmanship and materials.

2.0 SERVICES AND OTHER REQUIREMENTS

2.1 GENERAL

2.1.1 *Sole Vendor*

The Vendor shall not subcontract the services or assign the contract to others without the written consent of the City of Chattanooga.

2.1.2 *Compliance with Applicable Regulations*

All of the services provided by the Vendor shall be completed in a good and workmanlike manner. All services provided shall be in compliance with all applicable statues, rules, ordinances and regulations of, but not limited to, the USEPA, TDOT, OHSA, and any similar federal, state, and local laws or regulations applicable to the Vendor or to the services described herein.

The Vendor's personnel shall comply with all City, Waste Resources Division, and Moccasin Bend WWTP work rules and regulations when on site.

2.1.3 *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

2.2.1 General

- A. The Vendor shall provide all labor, benefits, equipment, fuel, materials and any other related expenses necessary to provide vibration analyses and infrared thermographic services described herein for the Waste Resources Division.
- B. The Vendor shall provide the vibration analyses services on a calendar quarterly basis. The infrared thermographic services shall be provided on an annual basis unless otherwise agreed to by the City.

The Vendor shall provide additional 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 technicians 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. Vibration Analyses Services
 - 1. The Vendor shall provide all of the necessary equipment to perform the vibration analyses. Equipment shall be in good repair and calibrated. The City shall not pay for any down time due to equipment not working or being repaired by the Vendor.
 - 2. The Vendor shall take vibration readings on the horizontal, vertical, and axial axis on each input and output bearing for motors, blowers, compressors, pumps, gear boxes, turbines, and other similar moving equipment found in the WRD. The horizontal and vertical readings shall be measured both in inches per second (In/sec) and spike energy (G/sec). The axial reading shall be measured in inches per second (In/sec).
 - 3. The Vendor shall collect physical data on each machine being tested. This physical data shall include, but not be limited to, the following:
 - a) Temperature at Arrival
 - b) Speed in Hz or percent
 - c) Hours Runtime
 - d) Amp Draw
 - e) Water or Air Flow Rate (Output Rate)

4. The Vendor shall prepare a report after each trip to a site summarizing the physical data collected on each piece of equipment, the vibration readings collected with a comparison of previous vibrations readings in the same location, an analysis of the readings along with the probable cause of a reading that is above accepted levels, and a recommendation for correcting the problem. All reports shall be submitted in electronic format to the Plant Superintendent and to the Waste Resources Division Maintenance Supervisor.

B. Infrared Thermographic Services

1. The Vendor shall provide all of the necessary equipment to perform the infrared thermographic services. Equipment shall be in good repair and calibrated. The City shall not pay for any down time due to equipment not working or being repaired by the Vendor.
2. The Vendor shall perform these services with the use of a portable, high resolution, infrared imaging system while the site is under load. This equipment shall detect emitted Infrared radiation and shall convert it to a video monitor screen. The shades of gray viewed on the monitor screen, from black to white, shall indicate the temperature differentials present. The infrared radiation emitted from an object shall be always proportional to the temperature of that object.
3. The Vendor shall record a digital Infrared signature for each hot spot. This recorded signature shall be used for office review by the Vendor and to capture pictures of the unusual temperature differentials or hot spots at each site. A color photograph shall be captured at each for simplified visual identification. A black and white photograph shall be captured at each site for a visual of the identified hot spot. These photographs shall be stored on a disk and shall be used as a record for future comparisons.
4. The Vendor shall identify the hot spots as, but not limited to, loose or dirty connections, poor contacts, unbalanced loads, faulty fuse clips, overloaded circuits, and/or other similar electrical problems causing heat.
5. The Vendor shall provide a report in electronic format, submitted to the Plant Superintendent and the Waste Resources Division Maintenance Supervisor, indicating the thermal condition priority rating for each site based on the following as a minimum the International Testing Maintenance Specifications 1997 (NETA MTS-1997):
 - a) Color Code-RED: Major discrepancy. Corrective measures should be taken immediately. Part is in failure mode. (Risk-Red is based on 72+ Degrees Fahrenheit above ambient.)
 - b) Color Code-YELLOW (ORANGE): Monitor continuously. Corrective measures should be taken as soon as possible. Danger can occur if not addressed (Risk-Yellow is based on 37-

72 Degrees Fahrenheit above ambient.)

- c) Color Code-GREEN: Indicates probable deficiency. Corrective measures should be taken as scheduling permits. (Risk-Green is based on 19-37 Degrees Fahrenheit above ambient)
- d) Color code-BLUE: Probable deficiency. Warrants investigation. (Risk-BLUE is based on 0-19 Degrees Fahrenheit above ambient)

Note: *Temperature Deltas may be in Fahrenheit or Celsius*

2.2.3 City Supplied Services

The City will provide the following services;

1. Provide reasonable access to City facilities.
2. Provide a designated contact person in the City authorized to determine equipment that is to be included in these testing services.
3. Provide a designated person to accompany the Vendor to each site and start, operate at full load, and stop equipment.
4. Provide copies of available previous vibration analyses and infrared thermograph reports for the WRD.

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: _____