

Date: February 23, 2018

Requisition No.: 164904

**PURCHASING DEPARTMENT  
101 EAST 11<sup>TH</sup> STREET  
CITY HALL  
SUITE G13  
CHATTANOOGA, TENNESSEE  
37402**

**Request for Bid (RFB) for the City of Chattanooga, Tennessee**

*Proposals will be received at 101 East 11<sup>th</sup> Street, Suite G13,  
Chattanooga, TN 37402 until 2:00 P.M., EST. on March 8, 2018*

**Requisition / Bid No.: R164904 / 305031**

**Ordering Dept.: City Wide**

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

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**Items Being Purchased: Pest Control Service**

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**\*\*\*REQUEST FOR BIDS MUST BE RECEIVED\*\*\***

**2:00 P.M., EST on March 8, 2018**

\*\*\*\*\*

**\*\*\*NON-MANDATORY PRE-BID CONFERENCE WILL BE CONDUCTED\*\*\***

**10:00 A.M. EST on March 1, 2018 at**

**Purchasing Conference Room**

**101 East 11<sup>th</sup> Street**

**Chattanooga, TN 37402**

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The City of Chattanooga reserves the right to reject any and/or all proposals, waive any informality in the proposals received, and to accept any proposal which in its opinion may be for the best interest of the City.

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color or national origin.

The City's Standard Terms and Conditions may be found on website:

<http://www.chattanooga.gov/purchasing/standard-terms-and-conditions>

**Note: ALL BIDS MUST BE SIGNED**

All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Offeror acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

**PLEASE PROVIDE THE FOLLOWING INFORMATION:**

**Company Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City & Zip Code:** \_\_\_\_\_

**Phone/Toll Free No.:** \_\_\_\_\_

**Fax No.:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Company Title:** \_\_\_\_\_

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

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 08-MAR-18 at 2:00 PM

**BID NUMBER: 305031**

**BUYER:**  
**PHONE #:** (423) 643-7230  
**DELIVERY REQUIRED:**

**SEALED BIDS**

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 164904 / 305031 Ordering Dept.: Facilities Management Division, Public Works Buyer: Mark McKeel Phone No.: 423-643-7236					
Items Being Purchased: Pest Control, City Wide					
ATTACHMENTS: Specifications (7 pages) Attachment A, Service Locations (3 pages) Attachment B, Bid Sheet (2 pages) Affirmative Action Plan (2 pages) Insurance Requirements (2 pages) Iran Divestment Act Disclosure (1 page)					
This Shall Be A Twelve (12) Month Blanket Contract To Supply Pest Control, City Wide.					
The Contract Term May Be Renewed For An Additional Two (2) Twelve (12) Month Terms Under The Same Terms And Conditions By Mutual Agreement. The City Of Chattanooga And The Contractor May Bilaterally Extend The Contract By Providing Written Confirmation Of Agreement By Both Parties At Least 30 Days Prior To The Contract's Current Expiration Date Into Any Successive Term As Provided Herein.					
**** 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.					
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 MARCH 8, 2018 ***					
City of Chattanooga (COC) Terms and Conditions posted on Website <a href="http://www.chattanooga.gov/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/purchasing/standard-terms-and-conditions</a>					
If you can't download call buyer for a copy.					
NOTE: 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					

# BID SOLICITATION



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 Chattanooga, TN 37402

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**V**  
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**M** City of Chattanooga  
**A** 101 East 11th Street, Suite G13  
**I** Chattanooga, TN 37402  
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**O**

Item	Class-Item	Quantity	Unit	Unit Price	Total
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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:

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: \_\_\_\_\_

# BID SOLICITATION



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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
2	Pest Control Services Bid; See Attachment A for Locations and Attachment B for Bidding	1	Each	_____	_____

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COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME AND TITLE: \_\_\_\_\_

# **Specifications for Blanket Contract**

## **To Supply**

### **City Wide Pest Control**

#### **for the**

### **City of Chattanooga, Tennessee**

**March 2018**

#### **1. Scope of Services**

The Scope of Services shall be to provide pest control services, which includes all labor, equipment, and materials per specifications outlined below. Pest Control is defined as the control and elimination of all nesting and breeding pests and the control treatment of all potential nesting and breeding areas to prevent re-infestation.

#### **2. Purpose**

The purpose of this contract shall be to provide pest control services for the locations listed under Attachment A.

Pest Control Services shall include the following: eliminating or mitigating economic and health damage caused by pests, site or pest inspections, pest population monitoring, user agencies making necessary corrections as per vendors written recommendations in regards to sanitation and structural repairs, mechanical and biological controls, and chemical methods utilizing the least toxic pesticides available.

Pests shall be controlled through use of chemical treatment methods in addition to non-chemical methods (eliminating food and water sources, harborage areas, or structural deficiencies which allow entry).

### 3. Basis of Bidding

The vendor shall submit two (2) copies of bid documents utilizing the City's Standard Bid Form. **Attachment A must be included with your response.**

**NOTE: It is the responsibility of each bidder to visit the City of Chattanooga locations listed under Attachment A prior to returning a response (located at the end of this document).**

Any questions or comments related to the services described in these specifications may be directed **in writing no less than five (5) business days prior to bid opening date** to:

Mark McKeel, Buyer  
[mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov)  
City of Chattanooga Purchasing Division  
101 East 11<sup>th</sup> Street, Suite G13  
Chattanooga, TN 37402  
Phone No. 423-643-7236  
Fax No. 423-643-7244

### Bid Amount

#### Monthly Service

The contract shall cover all monthly inspections and treatments for each location listed under Attachment A. Inspections and any necessary treatments will be conducted in all areas, to include kitchens and food service areas, on a monthly basis at each location at prices bid per line item. The bid amount shall be "per month" and is to include all costs for materials, supplies, equipment (i.e. pest control forms, insecticides, pesticides, glue boards, bait traps, fly traps, etc.), labor and travel for each line item bid for on-site pest control service with unlimited return visits per the listed specifications.

#### Fogging

The bid amount for fogging shall be a "one-time" service fee for any location listed under Attachment A. This amount shall include all labor and travel costs and shall have unlimited return visits per the listed specifications. Vendor shall be required to fog all locations listed on this contract on an as requested basis.

## **Gnat / Fly Machine Rental**

The bid amount for gnat/fly machine rentals shall be "per month" for any location listed under Attachment A. This amount shall include all labor and travel costs. Vendor shall be required to supply gnat/fly machine rentals for all locations listed on this contract on an as requested basis.

## **Treatment Schedules**

Vendor shall establish treatment schedules for all buildings and areas to be monitored and strictly adhere to those schedules. In the event a schedule cannot be met, the vendor shall give a minimum of eight (8) hours advance notice to the facility administrator or other personnel designated to oversee the facilities pest control. Vendor shall coordinate with the facility administrator or other personnel designated to oversee the facilities pest control to re-schedule a new date and time for the monthly inspection at a mutually agreeable time and date.

## **Return Visits**

The vendor shall be required to make unlimited return visits at no additional cost to achieve and maintain satisfactory results.

## **4. Performance**

The contract vendor shall perform pest control over the entire interior areas of all awarded buildings to include insects and rodents through a method of control and elimination, which included non-chemical and chemical procedures. Control methods will also be performed on the exterior of facilities to deny entry to pests. The exterior perimeter for outside coverage shall be ten (10) feet from building/structure with consideration given for ornamentals, mulch landscaping, and around dumpsters.

The vendor is to control all types of insects to include, but not limited to: cockroaches, ants, flies, fleas (inside), crickets, silverfish, ground beetles, spiders, brown recluse and black widow spider infestations, mites, bees, wasps, millipedes, centipedes, and other stored product type pests. Fly strips and glue boards shall be made available at regular intervals during the months of the scheduled inspections/treatment. The City may request to have extra fly strips and glue boards left on site for use prior to the next scheduled inspection or vendor shall replace supplies on an as requested basis on a non-emergency service call.

## 5. Non-Chemical and Chemical Preventative Methods

### Non-Chemical Preventative Methods:

Building inspections and treatment will be conducted by the vendor inside and outside a facility, around dumpsters, in all non-asbestos crawl spaces, above drop ceilings and any other point of possible entry looking for pest entry points.

Sanitation/food storage will also be reviewed to determine any problems which would attract pests or make it more difficult to eliminate infestations.

The vendor will report any discrepancies found to the facility administrator or other personnel designated to oversee the pest control with recommended corrections on written service report forms. Recommendations are to be for methods of denying access or habitat to pests through such actions as observing vendors delivering food supplies, eliminate storage of unnecessary boxes and paper products, fixing water leaks, and other methods to control pests.

### Chemical Preventative Methods:

When chemical methods are necessary the following procedures will be followed:

The vendor shall provide chemical treatment where label permits. The vendor will indicate what product(s) will be used, when, where and reason for chemical treatment.

The vendor shall, at time of treatment, provide written recommendations to facility administrator or other personnel designated to oversee the facilities pest control which can be used to avoid any re-infestation of pests, including any sanitation problems encountered.

The vendor shall provide to the agency, the chemical label and material safety data sheet (MSDS) for all approved chemicals used. Note: MSDS's are to be provided as a package to the facility administrator or other personnel designated to oversee the facilities pest control at each facility.

The least toxic chemical registered with the Department of Agriculture shall be initially used; other registered chemicals shall be used only when the least toxic chemical proves ineffective.

When fogging methods are to be used, the vendor shall confirm with the facility administrator or other personnel designated to oversee the facilities pest control that the area(s) will be unoccupied and remain so for a period of time per label requirements.

Only Environmental Protection Agency (EPA) approved, non-flammable, non-injurious products may be used. Any materials used must also be in compliance with Federal and Tennessee State regulation and specifically approved for areas in which used. The preferred methods or normal treatment is gel/paste bait,

crack and crevice injection system, and ULV fogging for above ceilings and in crawl spaces.

If flies and/or ants are present, or reported to be a problem in a facility, the vendor will use non-chemical and/or chemical methods to control the pests and to prevent re-infestation.

If chemical treatment is deemed necessary in food service areas, the treatment is only to be performed after all food serving activities are complete.

## 6. General Instructions

All calls for pest problems, other than for routine monthly inspections, will be made to the vendor by the facility administrator or other personnel designated to oversee the facilities pest control. The contract vendor will provide telephone and/or pager numbers of personnel to contact on an as needed basis for "emergency" and "non-emergency" service calls. **An outside answering service and/or voicemail system (i.e. answering machine/recorder) is not acceptable to the City as a contact for "non-emergency" and/or "emergency" situations.**

### **Monthly Inspections/Service:**

All services shall be performed during normal working hours; unless special treatments are required. Should any area require special treatment or evacuation for treatment, a schedule will be mutually coordinated with the facility administrator or other personnel designated to oversee the facilities pest control. There will be no additional charges to the City for work conducted after normal working hours.

Materials used in performance of work are to be carried in and out and never left on premises where individuals may come in contact with portions of it.

### **Emergency and Non-Emergency Services:**

Vendor shall provide for "emergency" and "non-emergency" service. The facility administrator or other personnel designated to oversee the facilities test control shall determine if the situation is an "emergency" or "non-emergency". Vendor's on-site response time will commence upon City notification and will be as follows:

- A. **"Emergency" – services will require a two (2) hour on-site response times.**
- B. **"Non-Emergency" – services will be required on-site within two (2) business days.**

Normal working hours for the majority of City facilities are from 8:00 am to 4:30 pm, Monday through Friday, excluding City holidays. However, it is the responsibility of the contract vendor to verify what the normal working hours are and to coordinate with the facility administrator or other personnel designated to oversee the facilities pest control as to the date/times that he/she needs to have the services conducted. After-hours include weekends and holidays.

## **7. General Conditions and Instructions to Bidders**

The vendor shall comply with the Terms and Conditions posted on website <http://www.chattanooga.gov/purchasing/standard-terms-and-conditions> that has been a part of this solicitation.

## **8. Length of Contract**

The Contract for Services described herein shall be for a period of one (1) year beginning with the effective date of the award of the Contract. The Vendor shall provide firm rates for the first year of the Contract.

The City and Vendor shall have the option of mutually extending the Contract for two (2) additional one (1) year periods.

## **9. Insurance**

The Vendor shall, prior to the award of the Contract, furnish proof and maintain in force insurance requirements at the minimum limits specified in the attachment "Requirements for Insurance Coverage".

Copies of the current insurance certificate(s) shall be provided to the City prior to any work being performed. Insurance shall be kept in force during the entire length of the contract.

## **10. Warranty**

Vendor shall warrant each treatment for a period of ninety (90) days. For active infestation treatments, vendor shall conduct inspection with the facility administrator or other personnel designated to oversee the facilities pest control two (2) weeks after treatment. If it is determined that an active infestation still exists, the vendor shall be required to retreat areas previously treated at no additional cost to the City.

## **11. Services and Other Requirements**

### **Subcontractors**

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

### **Compliance with Applicable Regulations**

The vendor and all technicians serving the City facilities under this contract shall be trained and knowledgeable (to include non-chemical and chemical preventative methods).

The vendor shall have a current Tennessee Pest Control Charter and servicing technicians shall have a Tennessee Chemicals Control Certification to use chemicals to control/eliminate pests with all appropriate training in the use of chemicals and meet all requirements in accordance with the laws and regulations governing pest control operators and applicators of restricted use pesticides. The contract vendor shall maintain their pest control charter for the duration of contract and their servicing technicians shall maintain their Tennessee Chemicals Control Certifications as required by the Department of Agriculture for the duration of contract.

The Vendor's personnel shall comply with all City facilities' work rules and regulations when on site.

### **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.

### **Failure to Provide Services and Termination of Contract**

In the event the Vendor:

- a. Fails to initiate services on the date specified or otherwise agreed to;
- b. Fails to provide all of the required documentation for his personnel, insurance, and any other documentation required by these Specifications at the specified times;
- c. After having begun services, abandons them for any reason;
- d. Suspends or refuses to continue services; or
- e. Defaults in any manner in the performance under the terms of the Contract for a period of two (2) consecutive working days (unless the Vendor is prevented from continuing for reasons beyond its control);

The City of Chattanooga shall have the right to terminate the Contract after giving a thirty (30) day written notice to the Vendor for the above, but not limited to the reasons listed above.

### **Property Damage, Stolen or Lost**

If City property is damaged, stolen, or lost as a result of the vendor or their employees' negligence and that property has to be repaired or replaced by the City, the expense for such work or replacement will be deducted from the monies due the vendor. In addition to the foregoing, the City reserves the right to pursue claims for damages through any and all legal remedies available.

### **Building Damaged by Vendor**

Any building(s) under these specifications that experience damage caused by the contract vendor or their employees shall be restored to the original condition by the vendor at no additional cost to the City. The vendor is responsible for the security and safety of property belonging to the City. The vendor shall be responsible for reimbursing the City for lost or damaged building contents caused by the vendor or their employees.

### **Additional Pest Control Sites/Services**

Any locations acquired by the City of Chattanooga after the bid award date will be covered under this contract. Vendor will notify Buyer of the location and address to be added.

The Vendor shall not subcontract the services or assign the contract to others without the written consent of the City of Chattanooga. All of the services provided by the Vendor shall be completed in a good and workmanlike manner.

## **12. Contract Starting Date**

The Contract for the full services shall begin immediately on the effective date of the award of the Contract.

### **13. Invoice Information**

All invoices are to be itemized by location and should include the awarded purchase order number (contract number).

Invoices are to be submitted monthly after services are rendered. Invoices shall reflect an entire month's service (i.e. 28 days, 30 days and 31 days).

Invoices should be sent to the following address:

City of Chattanooga  
Account Payable Division  
101 East 11<sup>th</sup> Street, Suite 101  
Chattanooga, TN 37402

### **14. Basis of Award**

The contract shall be awarded on the basis of the overall monthly costs as well as an evaluation of the Vendor's qualifications and experience.

***The City of Chattanooga reserves the right to reject any and/or all bids, to waive any information in Bids received, and to accept any Bid which in its opinion may be in the best interest of the City.***

## Attachment "A"

### List of Pest Control Service Locations

Location	Address
City Hall	101 East 11th Street, 37402
City Hall Annex	100 East 11th Street, 37402
City Council Building	1000 Lindsey Street, 37402
Family Justice Center	5705 Uptain Road, 37411
Internal Audit Building	1001 Lindsey Street, 37402
Well Advantage Health & Wellness Center	612 E. 11th Street, 37403
Parks & Recreation Administration Building	1102 S. Watkins Street, 37402
Summit of Softball Complex	8646 LaCollina Way, 37363
Outdoor Chattanooga	200 River Street, 37405
Avondale Recreation Center	1305 Dodson Avenue, 37406
Brainerd Recreation Complex (including tennis & swimming areas)	1010 N. Moore Road, 37411
Carver Recreation Center	600 N. Orchard Knob Avenue, 37404
East Chattanooga Recreation Center	2409 Dodson Avenue, 37404
East Lake Recreation Center	3601 Dodds Avenue, 37407
Eastdale Recreation Center	1314 Moss Street, 37411
Glenwood Recreation Center	2610 E. 3rd Street, 37406
John A. Patton Recreation Center	3202 Kelly's Ferry Road, 37419
North Chattanooga Recreation Center	364 May Street, 37405
Shepherd Recreation Center	2124 Shepherd Road, 37421
South Chattanooga Recreation Center	1151 W. 40th Street, 37409
Tyner Recreation Center	6900 Ty-Hi Drive, 37421
Washington Hills Recreation Center	4628 Oakwood Drive, 37416
Frances B. Wyatt Recreation Center	406 Colville Street, 37405
Miller Park (Work Area, Pump Room, Storage Room, Restrooms)	910 Market Street
East Lake Park (Senior citizens building, kitchen dining area, closets, restrooms)	3000 E. 34th Street, 37407
North Chickamauga Greenway	Lake Resort Drive, 37343
Greenway Farms	5051 Gann Store Road, 37343
Hixson Community Center	5400 School Drive, 37343
Coolidge Park – Walker Pavilion (office, kitchen, restrooms, storage, dining areas)	150 River Street, 37405
Coolidge Park – Carousel (restrooms, storage areas, interior of building)	150 River Street, 37405
Coolidge Park – Maintenance Building (office, shop, restrooms)	One Broad Street, 37402
Tennessee Aquarium Plaza (Public restrooms)	100 Riverfront Parkway, 37402
Ross's Landing Marina Building (Office and Restrooms)	1254 E. 3rd Street, 37404
Warner Park (Powerhouse & restrooms, Mechanic & Welding Shop)	1254 E. 3rd Street, 37404
Warner Park (Truck Barn)	1254 E. 3rd Street, 37404
Warner Park (Concession Stands in middle of Quad Fields, restrooms)	1101 McCallie Avenue, 37403
Frost Stadium (All restrooms – upper & lower, offices/ suites, concession stand, locker rooms, storage areas – lower area)	3400 Lupton Drive, 37415
Rivermont Park (Champions Club, offices, storage rooms, restrooms, concession area)	600 N. Orchard Knob Avenue, 37404
Carver Recreation Center (Bath House, restrooms, locker rooms, pump room)	114 Duncan Avenue, 37404
Highland Park Community Building (Kitchen & Meeting, Restrooms, Storage)	419 S. Seminole Drive, 37404
Missionary Ridge Community Building	5203 Old Mission Road, 37411
Brainerd Golf Course (includes Clubhouse & Apartment)	406 Brown Road, 37421
Brown Acres Golf Course (includes Clubhouse & House at 324 Bass Road)	709 Broad Street, 37402
Tivoli Theatre (Concession areas, restrooms, dressing rooms, offices, basement & green room)	399 McCallie Avenue, 37403
Memorial Auditorium (Concession areas, restrooms, dressing rooms, offices, exhibit hall & green room)	

**Location****Address**

North River Civic Center	1009 Executive Drive, Ste. 102, 37343
Eastgate Senior Activity Center	5600 Brainerd Road, Ste. C-10, 37411
Heritage House	1428 Jenkins Road, 37421
Development Resource Center (Entire Building)	1250 Market Street, 37402
Paul Clark Building	900 E. 11th Street, 37402
Tool Storage Building	1001 E. 12th Street, 37402
Garbage Truck Lot & Tire Storage Building	1001 E. 12th Street, 37402
Carpenter Shop	1001 E. 12th Street, 37402
Traffic Operations	1010 E. 11th Street, 37403
Moccasin Bend WWTP (Administration, Operations & Control, Pretreatment, Offices, Restrooms, Main Foyers, Break Rooms)	455 Moccasin Bend Road, 37405
Moccasin Bend WWTP (Warehouse, Sewer Maintenance, Offices, Restrooms, Main Foyers, Break Rooms)	455 Moccasin Bend Road, 37405
Wood Recycling Center (Main Offices, restrooms, main foyers, break rooms)	3925 N. Hawthorne Street, 37406
City Landfill (Main Administration office, Personnel building, restrooms, main foyers, break rooms)	9327 Birchwood Pike, 37341
57th Street Refuse Collection Center	1400 57th Street, 37409
Airport Road Refuse Collection Center	4276 Airport Road, 37421
Access Road Refuse Collection Center	4500 N. Access Road, 37415
Chattanooga Recycling Center	1250 E. 3rd Street, 37404
Lookout Valley Recycling Center	3202 Kelly's Ferry Road, 37419
Batters Place Recycling Center	8004 Batters Place Road, 37421
Brainerd Recycling Center	5955 Brainerd Road, 37421
Human Services Administration	501 W. 12th Street, 37402
Avondale Center (Head Start & Early Head Start)	2302 Ocoee Street, 37406
Cedar Hill Center (Head Start & Early Head Start)	4701 Divine Avenue, 37407
Daisy Center (Head Start & Early Head Start)	9531 W. Ridge Trail, 37379
North Chattanooga Center (Head Start)	1510 Hamilton Avenue, 37405
Facilities Management (formerly General Services)	274 E. 10th Street, 37402
Fleet Management – 12th Street Garage	1005 E. 12th Street, 37403
Fleet Management – Amnicola Garage	3102 Elmendorf Circle, 37406
Mobile Communications Services (Radio Shop)	3420 Amnicola Highway, 37406
Chattanooga Public Library – Main Downtown	1001 Broad Street, 37402
Chattanooga Public Library – Eastgate Branch	5705 Marlin Road, 37411
Chattanooga Public Library – Northgate Branch	520 Northgate Mall Drive, 37415
Chattanooga Public Library – S. Chattanooga Branch	925 W. 39th Street, 37410
Police Service Center	3410 Amnicola Highway, 37403
Police – Narcotics & Property Division	3204 Amnicola Highway, 37403
Chattanooga-Hamilton County Firing Range	740 E. 11th Street, 37403
Gene Roberts Public Service Complex	702 E. 11th Street, 37403
Fire Department Administration	910 Wisdom Street, 37406
Fire Training Center	320 Amnicola Highway, 37406
Fire Resource Building	3211 Belle Arbor Avenue, 37406
Fire Hall #1 (includes Chief's Quarters & Offices)	218 E. Main Street, 37408
Fire Hall #3	5 Francis Street, 37419
Fire Hall #4	2110 Bragg Street, 37406
Fire Hall #5	809 S. Willow Street, 37404
Fire Hall #6	4500 Bonny Oaks Drive, 37406
Fire Hall #7	6911 Discovery Drive, 37421
Fire Hall #8 (includes Chief's Quarters & Offices)	2130 Hickory Valley Road, 37421
Fire Hall #9	3701 6th Avenue, 37407
Fire Hall #10	910 Wisdom Street, 37406
Fire Hall #11	6418 Hixson Pike, 37343
Fire Hall #12	906 Forrest Avenue, 37406

**Location****Address**

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Fire Hall #13	5201 Brainerd Road, 37411
Fire Hall #14	1009 W. 39th Street, 37410
Fire Hall #15	912 Shallowford Road, 37411
Fire Hall #16	3423 Lupton Drive, 37415
Fire Hall #17	628 Signal Mountain Road, 37405
Fire Hall #19	5400 Brunswick Lane, 37343
Fire Hall #20	3003 Cummings Highway, 37419
Fire Hall #21	7700 E. Brainerd Road, 37421
Fire Hall #22	6144 Dayton Blvd, 37405
Skate Park & Pro Shop	1801 Carver Street, 37402
Chattanooga Data Center	332 1/2 Martin Luther King Blvd, 37402

**Attachment "B"**  
**Price Sheet for Pest Control Services**

<b>Service / Locations</b>	<b>UOM</b>	<b>Item Cost</b>	<b>Yearly Cost</b>
Gnat / Fly Machine Rental (monthly, any location listed under this contract)	Month	\$ -	\$ -
Fogging Service (one time service, any location listed under this contract)	Each	\$ -	\$ -
City Hall (entire building)	Month	\$ -	\$ -
City Hall Annex (entire building)	Month	\$ -	\$ -
City Council Building	Month	\$ -	\$ -
Family Justice Center	Month	\$ -	\$ -
Internal Audit Building	Month	\$ -	\$ -
Well Advantage Health & Wellness Center	Month	\$ -	\$ -
Parks & Recreation Administration Building	Month	\$ -	\$ -
Summit of Softball Complex	Month	\$ -	\$ -
Outdoor Chattanooga	Month	\$ -	\$ -
Avondale Recreation Center	Month	\$ -	\$ -
Brainerd Recreation Complex (including Tennis & Swimming areas)	Month	\$ -	\$ -
Carver Recreation Center	Month	\$ -	\$ -
East Chattanooga Recreation Center	Month	\$ -	\$ -
East Lake Recreation Center	Month	\$ -	\$ -
Eastdale Recreation Center	Month	\$ -	\$ -
Glenwood Recreation Center	Month	\$ -	\$ -
John A. Patton Recreation Center	Month	\$ -	\$ -
North Chattanooga Recreation Center	Month	\$ -	\$ -
Shepherd Recreation Center	Month	\$ -	\$ -
South Chattanooga Recreation Center	Month	\$ -	\$ -
Tyner Recreation Center	Month	\$ -	\$ -
Washington Hills Recreation Center	Month	\$ -	\$ -
Frances B. Wyatt Recreation Center	Month	\$ -	\$ -
Miller Park (Work Area, Pump Room, Storage Room, Restrooms)	Month	\$ -	\$ -
East Lake Park (Senior Citizens Building, Kitchen Dining Area, Closets, Restrooms)	Month	\$ -	\$ -
North Chickamauga Greenway	Month	\$ -	\$ -
Greenway Farms	Month	\$ -	\$ -
Hixson Community Center	Month	\$ -	\$ -
Coolidge Park - Walker Pavillion (Office, Kitchen, Restrooms, Storage, Dining Areas)	Month	\$ -	\$ -
Coolidge Park - Carousel (Restrooms, Storage Areas, Interior of Building)	Month	\$ -	\$ -
Coolidge Park - Maintenance Building (Office, Shop, Restrooms)	Month	\$ -	\$ -
Tennessee Aquarium Plaza (Public Restrooms)	Month	\$ -	\$ -
Ross's Landing Marina Building (Office & Restrooms)	Month	\$ -	\$ -
Warner Park (Powerhouse & Restrooms, Mechanic & Welding Shop)	Month	\$ -	\$ -
Warner Park (Truck Bam)	Month	\$ -	\$ -
Warner Park (Concession Stands in middle of Quad Fields, Restrooms)	Month	\$ -	\$ -
Frost Stadium (All Restrooms - Upper & Lower, Offices / Suites, Concession Stand, Locker Rooms, Storage Areas - Lower Area)	Month	\$ -	\$ -
Rivermont Park ( Champions Club, Offices, Storage Rooms, Restrooms, Concession Area)	Month	\$ -	\$ -
Carver Recreation Center (Bath House, Restrooms, Locker Rooms, Pump Room)	Month	\$ -	\$ -
Highland Park Community Building (Kitchen & Meeting, Restrooms, Storage)	Month	\$ -	\$ -
Missionary Ridge Community Building	Month	\$ -	\$ -
Brainerd Golf Course (includes Clubhouse & Apartment)	Month	\$ -	\$ -
Brown Acres Golf Course (includes Clubhouse & House at 324 Bass Road)	Month	\$ -	\$ -
Tivoli Theatre (Concession Areas, Restrooms, Dressing Rooms, Offices, Basement & Green Room)	Month	\$ -	\$ -
Memorial Auditorium (Concession Areas, Restrooms, Dressing Rooms, Offices, Exhibit Hall & Green Room)	Month	\$ -	\$ -
North River Civic Center	Month	\$ -	\$ -
Eastgate Senior Activity Center	Month	\$ -	\$ -
Heritage House	Month	\$ -	\$ -
Development Resource Center (Entire Building)	Month	\$ -	\$ -
Paul Clark Building	Month	\$ -	\$ -
Tool Storage Building	Month	\$ -	\$ -

Service / Locations		Item Cost	Yearly Cost
Garbage Truck Lot & Tire Storage Building	Month	\$ -	\$ -
Carpenter Shop	Month	\$ -	\$ -
Traffic Operations	Month	\$ -	\$ -
Moccasin Bend WWTP (Administration, Operations & Control, Pretreatment Offices, Restrooms, Main Foyers, Breakrooms)	Month	\$ -	\$ -
Moccasin Bend WWTP (Warehouse, Sewer Maintenance, Offices, Restrooms, Main Foyers, Breakrooms)	Month	\$ -	\$ -
Wood Recycling Center (Main Offices, Restrooms, Main Foyers, Breakrooms)	Month	\$ -	\$ -
City Landfill (Main Administration Offices, Personnel Building, Restrooms, Main Foyers, Breakrooms)	Month	\$ -	\$ -
57th Street Refuse Collection Center	Month	\$ -	\$ -
Airport Road Refuse Collection Center	Month	\$ -	\$ -
Access Road Refuse Collection Center	Month	\$ -	\$ -
Chattanooga Recycling Center	Month	\$ -	\$ -
Lookout Valley Recycling Center	Month	\$ -	\$ -
Batters Place Recycling Center	Month	\$ -	\$ -
Brainerd Recycling Center	Month	\$ -	\$ -
Human Services Administration	Month	\$ -	\$ -
Avondale Center (Head Start & Early Head Start)	Month	\$ -	\$ -
Cedar Hill Center (Head Start & Early Head Start)	Month	\$ -	\$ -
Daisy Center (Head Start & Early Head Start)	Month	\$ -	\$ -
North Chattanooga Center (Head Start)	Month	\$ -	\$ -
Facilities Management (formerly General Services)	Month	\$ -	\$ -
Fleet Management - 12th Street Garage	Month	\$ -	\$ -
Fleet Management - Amnicola Garage	Month	\$ -	\$ -
Mobile Communications Services (Radio Shop)	Month	\$ -	\$ -
Chattanooga Public Library - Main Downtown	Month	\$ -	\$ -
Chattanooga Public Library - Eastgate Branch	Month	\$ -	\$ -
Chattanooga Public Library - Northgate Branch	Month	\$ -	\$ -
Chattanooga Public Library - South Chattanooga Branch	Month	\$ -	\$ -
Police Service Center	Month	\$ -	\$ -
Police - Narcotics & Property Division	Month	\$ -	\$ -
Chattanooga-Hamilton County Firing Range	Month	\$ -	\$ -
Gene Roberts Public Service Complex	Month	\$ -	\$ -
Fire Department Administration	Month	\$ -	\$ -
Fire Training Center	Month	\$ -	\$ -
Fire Resource Building	Month	\$ -	\$ -
Fire Hall #1 (includes Chief's Quarters & Offices)	Month	\$ -	\$ -
Fire Hall #2	Month	\$ -	\$ -
Fire Hall #4	Month	\$ -	\$ -
Fire Hall #5	Month	\$ -	\$ -
Fire Hall #6	Month	\$ -	\$ -
Fire Hall #7	Month	\$ -	\$ -
Fire Hall #8 (includes Chief's Quarters & Offices)	Month	\$ -	\$ -
Fire Hall #9	Month	\$ -	\$ -
Fire Hall #10	Month	\$ -	\$ -
Fire Hall #11	Month	\$ -	\$ -
Fire Hall #12	Month	\$ -	\$ -
Fire Hall #13	Month	\$ -	\$ -
Fire Hall #14	Month	\$ -	\$ -
Fire Hall #15	Month	\$ -	\$ -
Fire Hall #16	Month	\$ -	\$ -
Fire Hall #17	Month	\$ -	\$ -
Fire Hall #19	Month	\$ -	\$ -
Fire Hall #20	Month	\$ -	\$ -
Fire Hall #21	Month	\$ -	\$ -
Fire Hall #22	Month	\$ -	\$ -
Skate Park & Pro Shop	Month	\$ -	\$ -
Chattanooga Data Center	Month	\$ -	\$ -
<b>Total:</b>		\$ -	\$ -

## Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal opportunity provisions. Any failure or refusal to comply with these provisions the Contractor and/or Subcontractor shall be a breach of this contract.

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(Signature of Contractor)

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(Title and Name of Construction Company)

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(Date)

## REQUIREMENTS FOR INSURANCE COVERAGE

The Contractor shall not commence work under these Contract Documents until he has obtained all insurance required herein nor shall the Contractor allow any Subcontractor to commence work on his subcontract until similar insurance required of the Subcontractor has been obtained by the Subcontractor. Insurance shall be placed by the Contractor with one or more insurance carriers licensed to do business in the State of Tennessee. Each insurance policy shall be renewed ten (10) days before the expiration date of the policy.

Certificates of Insurance shall be filed with the City prior to commencement of the work. These certificates shall contain a provision that coverage's afforded under the policies will not be changed or canceled unless at least fifteen (15) days' written notice has been given to the City. The Contract shall not be binding upon the City until the insurance coverage required herein has been obtained and certificates have been filed with the City.

Adequate insurance coverage shall be maintained by the Contractor at all times. Failure to maintain adequate coverage shall not relieve the Contractor of any responsibilities or obligations under these Contract Documents. In the event any insurance coverage is canceled or allowed to lapse, the Contractor will not be permitted to prosecute the work until adequate and satisfactory insurance has been obtained and Certificates of Insurance furnished to the City. Failure to keep insurance policies in effect will not be cause for any claims for extension of time under these Contract Documents.

All such policies shall be subject to approval by the City Attorney. Should the City Attorney at any time in his sole discretion determine that the insurance policies and certificate provided may not be sufficient to protect the interests of the City because of the insolvency of the insurance company or otherwise, the Contractor shall replace such policies with policies meeting his approval.

The Contractor shall procure and maintain at his own expense, during the Contract Time, insurance as hereinafter specified:

Workmen's Compensation Insurance that shall protect the Contractor against all claims under applicable state workmen's compensation laws shall be maintained. The Contractor shall also be protected against claims for injury, disease or death of employees which, for any reason, may not fall within the provisions of a workmen's compensation law. This policy shall also include an endorsement providing coverage in all States in which work is performed. The Contractor shall require all the Subcontractors to provide similar Workmen's Compensation Insurance for all the Subcontractors' employees on the work unless such employees are covered by the protection afforded by the Contractor. The liability limits shall not be less than that required by statute.

General Public Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims arising from injuries including death, to members of the public or damage to property of others arising out of any act or omission of the Contractor or his agents, employees, or Subcontractors. In addition, this policy shall specifically insure the contractual liability assumed by the successful bidder to defend and indemnify the City of Chattanooga against such claims or suits.

To the extent that the work may require blasting, explosive conditions or underground operation, the comprehensive general public liability and property damage coverage shall contain no exclusion relative to blasting, explosion, collapse of buildings, or damage to underground property.

The comprehensive general public liability and property damage coverage shall also protect the Contractor against all claims from damage to:

1. Private driveways, walks, shrubbery and plantings;
2. Public utility facilities; and
3. U.S Government monuments.

The liability limits shall not be less than:

Bodily Injury	\$ 500,000 each person \$1,000,000 each occurrence
Property Damage	\$ 250,000 each occurrence \$ 500,000 aggregate

The general public liability and property damage insurance shall carry an endorsement in form satisfactory to the City to the effect that the Contractor shall save harmless the City from any claims and damages whatsoever, including patent infringement. General public liability and property damage insurance shall be kept in force at all times during the course of the work until such time as the work covered by these Contract Documents has been completed and accepted by the City.

Comprehensive Motor Vehicle Liability and Property Damage Insurance that shall be written in comprehensive form and shall protect the Contractor against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on or off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired.

The liability limits shall not be less than:

Bodily Injury	\$ 250,000 each person \$ 500,000 each occurrence
Property Damage	\$ 100,000 each occurrence

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

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

(SIGNED) \_\_\_\_\_  
(PRINTED NAME) \_\_\_\_\_  
(BUSINESS NAME) \_\_\_\_\_  
(DATE) \_\_\_\_\_

For further information, please see website:

[https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List\\_of\\_persons\\_pursuant\\_to\\_Tenn.\\_Code\\_Ann.\\_12-12-106,\\_Iran\\_Divestment\\_Act-July.pdf](https://www.tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106,_Iran_Divestment_Act-July.pdf)