

Date: October 6, 2016

Requisition No.: 137424

**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 October 27, 2016*

**Requisition / Bid No.: R137424 / 304307**

**Ordering Dept.: Fleet Management**

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

\*\*\*\*\*

**Items Being Purchased: Fasteners (Nuts & Bolts)**

\*\*\*\*\*

**\*\*\*REQUEST FOR QUOTES MUST BE RECEIVED\*\*\***

**2:00 P.M., EST on October 27, 2016**

\*\*\*\*\*

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

**10:00 A.M., EST on October 19, 2016**

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**The City of Chattanooga reserves the right to reject any and/or all proposals,  
waive any informalities 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:

27-OCT-16 at 2:00 PM

**BID NUMBER: 304307**

## 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.

## BUYER:

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

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City of Chattanooga  
101 East 11th Street, Suite G13  
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Item	Class-Item	Quantity	Unit	Unit Price	Total
<p>Requisition / Bid No.: 137424 / 304307 Ordering Dept.: Fleet Management Buyer: Mark McKeel Phone No.: 423-643-7236</p> <p>Items Being Purchased: Fasteners &amp; Hardware (Nuts, Bolts, Washers, etc.)</p> <p>ATTACHMENTS: Affirmative Action Plan (2 pgs)</p> <p>This Shall Be A Twelve (12) Month Blanket Contract To Supply Automotive Industry Fasteners for Fleet Management.</p> <p>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.</p> <p>**** Vendor Shall Hold Prices Firm for First (1st) Year of Contract ****</p> <p>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.</p> <p>QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT.</p> <p>*** BID MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST ON &lt;October 27, 2016&gt; ***</p> <p>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></p> <p>If you can't download call buyer for a copy.</p> <p>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.</p> <p>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.</p> <p>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.</p>					

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Item	Class-Item	Quantity	Unit	Unit Price	Total
<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>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

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TERMS OF PAYMENT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

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

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

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

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City of Chattanooga  
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Item	Class-Item	Quantity	Unit	Unit Price	Total
1	1/2" grade 5 lockwasher	1	Each	_____	_____
2	1/2" grade 5 sae flatwasher	1	Each	_____	_____
3	1/2-13 grade 5 hex nut	1	Each	_____	_____
4	1/2-13 grade 8 hex nut	1	Each	_____	_____
5	1/2-13 grade 8 nyloc hex nut	1	Each	_____	_____
6	1/2-13 grade 8 steel lock hex nut	1	Each	_____	_____
7	1/2-13 x 1 1/2" grade 5 hex head bolt	1	Each	_____	_____
8	1/2-13 x 1 1/2" grade 8 hex head bolt	1	Each	_____	_____
9	1/2-13 x 1" grade 5 hex head bolt	1	Each	_____	_____
10	1/2-13 x 2 1/2" grade 5 hex head bolt	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
11	1/2-13 x 2 1/2" grade 8 hex head bolt	1	Each	_____	_____
12	1/2-13 x 2" grade 5 hex head bolt	1	Each	_____	_____
13	1/2-13 x 2" grade 8 hex head bolt	1	Each	_____	_____
14	1/2-13 x 3 1/2" grade 5 hex head bolt	1	Each	_____	_____
15	1/2-13 x 3" grade 5 hex head bolt	1	Each	_____	_____
16	1/2-13 x 3" grade 8 hex head bolt	1	Each	_____	_____
17	1/2-13 x 4" grade 5 hex head bolt	1	Each	_____	_____
18	1/2-13 x 4" grade 8 hex head bolt	1	Each	_____	_____
19	1/2-13 x 6" grade 8 hex head bolt	1	Each	_____	_____
20	1/2-20 grade 8 hex nut	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
21	1/2-20 grade 8 nyloc hex nut	1	Each	_____	_____
22	1/4 "grade 5 sae flat washer	1	Each	_____	_____
23	1/4" grade 5 lockwasher sae	1	Each	_____	_____
24	1/4-20 grade 5 hex nut	1	Each	_____	_____
25	1/4-20 grade 8 hex nut	1	Each	_____	_____
26	1/4-20 grade 8 nyloc hex nut	1	Each	_____	_____
27	1/4-20x 2" grade 5 hex head bolt	1	Each	_____	_____
28	1/4-20x 3" grade 5 hex head bolt	1	Each	_____	_____
29	1/4-20x1 1/2" grade 5 hex head bolt	1	Each	_____	_____
30	1/4-20x1 1/2" grade 8 hex head bolt	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
31	1/4-20x1"grade 5 hex head bolt	1	Each	_____	_____
32	1/4-20x1"grade 8 hex head bolt	1	Each	_____	_____
33	1/4-20x2 1/2" grade 5 hex head bolt	1	Each	_____	_____
34	1/4-20x3 1/2" grade 5 hex head bolt	1	Each	_____	_____
35	1/4-20x3/4"grade 8 hex head bolt	1	Each	_____	_____
36	1/4-20x4" grade 5 hex head bolt	1	Each	_____	_____
37	1/4-28 grade 8 hex nut	1	Each	_____	_____
38	1/4-28 grade 8 nyloc hex nut	1	Each	_____	_____
39	3/4-10 x 2 1/2" grade 8 hex head bolt	1	Each	_____	_____
40	3/8" grade 5 lockwasher	1	Each	_____	_____

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Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
41	3/8" grade 5 sae flat washer	1	Each	_____	_____
42	3/8-16 grade 5 hex nut	1	Each	_____	_____
43	3/8-16 grade 8 hex nut	1	Each	_____	_____
44	3/8-16 grade nyloc 8 hex nut	1	Each	_____	_____
45	3/8-16 x 1 1/2" grade 5 hex head bolt	1	Each	_____	_____
46	3/8-16 x 1 1/2" grade 8 hex head bolt	1	Each	_____	_____
47	3/8-16 x 1 3/4" grade 8 hex head bolt	1	Each	_____	_____
48	3/8-16 x 1" grade 5 hex head bolt	1	Each	_____	_____
49	3/8-16 x 1" grade 8 hex head bolt	1	Each	_____	_____
50	3/8-16 x 2 1/2" grade 5 hex head bolt	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
51	3/8-16 x 2 1/2" grade 8 hex head bolt	1	Each	_____	_____
52	3/8-16 x 2" grade 5 hex head bolt	1	Each	_____	_____
53	3/8-16 x 2" grade 8 hex head bolt	1	Each	_____	_____
54	3/8-16 x 3 1/2" grade 5 hex head bolt	1	Each	_____	_____
55	3/8-16 x 3" grade 5 hex head bolt	1	Each	_____	_____
56	3/8-16 x 3" grade 8 hex head bolt	1	Each	_____	_____
57	3/8-16 x 3/4" grade 8 hex head bolt	1	Each	_____	_____
58	3/8-16 x 4" grade 5 hex head bolt	1	Each	_____	_____
59	3/8-16 x 4" grade 8 hex head bolt	1	Each	_____	_____
60	3/8-16 x 5/8" grade 8 hex head bolt	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
61	3/8-16 x 6" grade 8 hex head bolt	1	Each	_____	_____
62	3/8-24 grade 8 hex nut	1	Each	_____	_____
63	3/8-24 grade nyloc 8 hex nut	1	Each	_____	_____
64	5/16" grade 5 lockwasher	1	Each	_____	_____
65	5/16" grade 5 sae flat washer	1	Each	_____	_____
66	5/16-18 grade 5 hex nut	1	Each	_____	_____
67	5/16-18 grade 8 hex nut	1	Each	_____	_____
68	5/16-18 grade 8 nyloc hex nut	1	Each	_____	_____
69	5/16-18 x 1 1/2" grade 5 hex head bolt	1	Each	_____	_____
70	5/16-18 x 1" grade 5 hex head bolt	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
71	5/16-18 x 2 1/2" grade 5 hex head bolt	1	Each	_____	_____
72	5/16-18 x 2 1/2" grade 8 hex head bolt	1	Each	_____	_____
73	5/16-18 x 2" grade 5 hex head bolt	1	Each	_____	_____
74	5/16-18 x 2" grade 8 hex head bolt	1	Each	_____	_____
75	5/16-18 x 3 1/2" grade 5 hex head bolt	1	Each	_____	_____
76	5/16-18 x 3" grade 5 hex head bolt	1	Each	_____	_____
77	5/16-18 x 3" grade 8 hex head bolt	1	Each	_____	_____
78	5/16-18 x 4" grade 5 hex head bolt	1	Each	_____	_____
79	5/16-24 grade 8 hex nut	1	Each	_____	_____
80	5/16-24 grade 8 nyloc hex nut	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
81	5/8-11 grade 8 hex nut	1	Each	_____	_____
82	5/8-11 grade 8 nyloc hex nut	1	Each	_____	_____
83	5/8-11 x 1" grade 8 hex head bolt	1	Each	_____	_____
84	5/8-11 x 2" grade 8 hex head bolt	1	Each	_____	_____
85	5/8-11 x 3" grade 8 hex head bolt	1	Each	_____	_____
86	5/8-11 x 5" grade 8 hex head bolt	1	Each	_____	_____
87	5/8-18 grade 8 hex nut	1	Each	_____	_____
88	7/16" grade 5 lockwasher	1	Each	_____	_____
89	7/16" grade 5 sae flat washer	1	Each	_____	_____
90	7/16-14 grade 5 hex nut	1	Each	_____	_____

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
91	7/16-14 x 1 1/2" grade 5 hex head bolt	1	Each	_____	_____
92	7/16-14 x 1" grade 5 hex head bolt	1	Each	_____	_____
93	7/16-14 x 2 1/2" grade 5 head bolt	1	Each	_____	_____
94	7/16-14 x 2" grade 5 hex head bolt	1	Each	_____	_____
95	7/16-14 x 3 1/2" grade 5 hex head bolt	1	Each	_____	_____
96	7/16-14 x 3" grade 5 hex head bolt	1	Each	_____	_____
97	7/16-14 x 4" grade 5 hex head bolt	1	Each	_____	_____
98	9/16-12 x 2" grade 8 hex head bolt	1	Each	_____	_____
99	9/16-12 x 4 1/2" grade 8 hex head bolt	1	Each	_____	_____
100	9/16-12 x 4" grade 8 hex head bolt	1	Each	_____	_____

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

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

The City is Exempt from all Federal and State Tax.  
Bids will be received at the above mentioned address.

TERMS OF PAYMENT: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

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

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

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

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

# City Wide Contract Bid Specifications for Automotive Industry Fasteners

## City of Chattanooga

### General Services Department / Fleet Management

The City of Chattanooga (City) is seeking bids for a "whole house" contract from local vendors for nuts, bolts and fasteners of all types, sizes and ranges used in the Automotive and Building Maintenance industries. All such fasteners must meet the associated SAE and ANSI standards for the various types and sizes included in the catalog including the specifications listed below for Grade 5 and Grade 8. Domestically produced fasteners are preferred. All fasteners sold to the City must be certified as to all associated ratings.

#### **Bid Format:**

Bid format will be percentage of markup on a cost plus basis. Please list your specific markup here: cost plus \_\_\_\_\_ percent. Please use the same formula to price each of the fasteners listed on the attached bid sheet. Please price singularly. A copy of this price list with the "cost plus percentage" formula bid must be part of your bid package and will be used for the duration of the contract. Also, the top 100 items listed below will have a firm and fast price for the duration of one (1) year. **They will be billed separately from the catalog items that are priced on a cost plus X percent formula.**

#### **Whole House Catalog:**

All bidding vendors must submit two (2) copies of their current catalog or catalogs, preferably on a flash drive, to keep as part of contract records.

#### **Brands Used:**

Please list the brand name of the fasteners included on the bid sheet as part of the evaluation process.

#### **Contract Duration:**

The duration of this contract will be for a period of twelve (12) months with two (2) renewal options, if agreed by the Vendor & City.

#### **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. Cost plus percentage will remain the same for the duration of the contract.

**Delivery:**

All bidders must state as to whether or not delivery is available to a minimum of two (2) fleet facilities located on Amnicola Hwy, 12 Street & Park, and Moccasin Bend treatment plant.

**Deliveries will be on an "as needed" basis as requested by Inventory Technicians.**

**Vendors will not pre-stock the City's bins without specific, signatory authorization.**

Also, there will be no delivery charges for in-town deliveries. Freight charges may only be applied when items not in stock are requested as overnight.



## 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)

**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)**