

BID SOLICITATION



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

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.

V
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RFQ

BID OPENING DATE AND TIME:

16-JUL-20 at 2:00 PM

BID NUMBER: 305934

BUYER:

PHONE #: (423) 643-7230

DELIVERY REQUIRED:

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
<p>Requisition No.: 199889 Bid No.: 305934 Ordering Dept.: Waste Resources Division, Public Works Buyer: Amanda Berkowitz Phone No.: (423) 643-7233 Email: aberkowitz@chattanooga.gov</p> <p>Deadline for Questions: July 8, 2020</p> <p>This Shall Be A Twelve (12) Month Blanket Contract To Supply Rental Equipment. 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>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 JULY 16, 2020 ***</p> <p>ATTACHMENTS: Specifications (2 pgs) Affirmative Action Plan (2 pgs) Iran Divestment Act (1 pg) No Contact/No Advocacy Statement 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.</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> <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>					

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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

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.
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TERMS OF PAYMENT: _____

TELEPHONE NUMBER: _____

COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1	100 KW Wanco WSP125 Towable Generator Set	2	Week	_____	_____
2	300 KW Towable Generator Set	2	Week	_____	_____
3	56 KW Towable Generator Set	2	Week	_____	_____
4	60 KW Towable Generator Set	2	Week	_____	_____
5	All-Terrain Scissor Lift up to 26 feet	1	Day	_____	_____
6	Boom Lift, All-Terrain up to 80 feet	1	Day	_____	_____
7	Cable 4/0, 50'	50	Foot	_____	_____
8	Compact Track Loader (High Flow Hydraulics) 550 lbs	1	Day	_____	_____
9	Compact Track Loader (High Flow Hydraulics) 550lbs	1	Week	_____	_____
10	Compressor, 185 CFM tow-behind	1	Day	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
11	Delivery and Set Up Costs _____ % Discount	1	Each	_____	_____
12	Excavator, 40,000 lb with thumb attachment	3	Day	_____	_____
13	Excavators, 11,725 LB, 47 HP	3	Day	_____	_____
14	Excavators, 15,000 lb 50HP	1	Day	_____	_____
15	Fuel Costs _____ % Discount	1	Each	_____	_____
16	Generators, Portable 1500 Watt	10	Day	_____	_____
17	Loaders, Skid Steer Small	10	Day	_____	_____
18	Mini Hydraulic Excavator	1	Week	_____	_____
19	Mini-Excavator, 2200 lb	1	Day	_____	_____
20	Rental Insurance (if ordered) No bid Line Item	1	Each	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
21	Pigtails	40	Each	_____	_____
22	Rental Equipment not listed above _____ % Discount	1	Each	_____	_____
23	Rollers, Smooth Drum 44-inch wide	3	Day	_____	_____
24	Rollers, Smooth Drum 83-inch wide	5	Day	_____	_____
25	Skid steer load, (rated operating capacity) 1800 lbs	1	Day	_____	_____
26	Skid steer load, (rated operating capacity) 2000 lbs	1	Day	_____	_____
27	Stump Grinder	5	Week	_____	_____
28	Tamp, Wacker Packer	1	Day	_____	_____
29	Telehandler, 8,000 lbs	2	Week	_____	_____
30	Track Loader, 2501 - 2600 lbs	2	Week	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
31	Trash Pumps, 2"	60	Day	_____	_____
32	Trash Pumps, 3"	65	Day	_____	_____
33	Wheel Loader	3	Day	_____	_____

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RENTAL EQUIPMENT SPECIFICATIONS

FOR

WASTE RESOURCES DIVISION

Unit prices must not include delivery charges. Delivery costs will be charged as a separate line item, if applicable.

Unit prices must not include rental insurance.

Equipment will be returned with the same fuel level as was received. If not, fuel costs will be charged as a separate line item, if applicable.

At least one 1000+KW generator must be available for quick access with not more than a one (1) hour delivery time. All accessories must accompany the generators and be considered part of the total base rental cost.

One bid per supplier – see Standard Terms and Conditions for Alternate Bid Procedure.

1. PAYMENT OF SERVICES

- 1.1. The City will make payment to the Vendor according to the City's normal policies and procedures.
- 1.2. No partial Invoices, except for equipment purchases over \$10,000 or jobs lasting over 45 days, will be accepted.
- 1.3. Before an order can be placed for routine transactions, City will request a Quote from Vendor with detailed breakdown. City may require breakdown on its own form. Once City has approved the quoted price and submits Requisition for same, it will advise Vendor of the Release Number in order to place the order. Invoices that do not reference the Release Number will not be considered complete or valid.
- 1.4. Vendor's Invoice must list a valid E-Mail Address for billing questions and inquiries.
- 1.5. Invoice Date is critical and Invoices must be sent to the City on the Invoice Date in order for the City's tracking system to accurately reflect the record. The Invoice Date must not precede the Ship Date or Service Date.
- 1.6. Invoice descriptions on transaction lines must match the wording of the Purchase Order transaction lines, and reference the corresponding transaction line number of the Purchase Order. The Vendor shall not invoice the City for any item that does not correspond to a line on the Purchase Order.

- 1.7. Items being billed on Markup line must have corresponding source Invoice, and that total and markup breakdown must be reflected on Vendor's Invoice to the City. The Mark-up for items purchased on the percent Mark-up line, is for mark-up of items only. No Mark-up is allowed for taxes or freight charges. The taxes and freight charges will be a straight reimbursement, with no Mark-up.
- 1.8. Vendor will be responsible for collecting signature and legible name of City employee when delivering goods and/or services and must be able to produce said Proof of Delivery ("POD") upon request. The POD must contain an itemized list of goods and/or services. The POD must accompany each Department's payment packet before presenting the Invoice with all necessary backup to City's Accounts Payable Division. Including copy of POD with Invoice is encouraged.
- 1.9. Vendor's Invoices that are billed inaccurately, incompletely, or otherwise unprocessable are not considered valid.
- 1.10. When sending City a Revised Invoice, it must be clearly marked "Revised." When sending City a replacement Invoice, it must reference the Invoice Number it is replacing.
- 1.11. Invoices to the City shall reference the City Department, Release Number, Work Order Number, and the first and last name of the City employee placing the order.
- 1.12. Accurate Invoices, with all appropriate backup documentation, shall be sent to:

City of Chattanooga
Attn: Accounts Payable Division
101 East 11th Street, Suite 101
Chattanooga, TN 37402
acctspayable@chattanooga.gov

and copy sent to:

Moccasin Bend Wastewater Treatment Plant
455 Moccasin Bend Road
Chattanooga, TN 37405
MBacctspayable@chattanooga.gov

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 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>

No Contact/No Advocacy Statement

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: _____