

# BID SOLICITATION



City of Chattanooga  
100 East 11th Street, Room 200  
Chattanooga TN 37402

**BID OPENING DATE AND TIME:**  
**06/21/2007 2:00 PM**  
**BID NUMBER: B0004202**

BUYER: Dickey, Natalie  
PHONE #: (423) 425 - 6383 ext.  
DELIVERY REQUIRED: 06/21/2007 2:00 PM

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City of Chattanooga  
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Chattanooga TN 37402

**SEALED BIDS**

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>ANNUAL BLANKET CONTRACT FOR ELECTRICAL LABOR CONTRACT Requisition No.: R0098838 Ordering Dept.: City Wide Buyer: Natalie Dickey Phone: 423-425-6383 ***** *** BIDS MUST BE RECEIVED NO LATER THAN *** *** 2:00 PM EST on &lt;June 21, 2007&gt; *** ***** PRE-BID MEETING June 13, 2007 100 East 11th Street (City Hall Annex) 2nd Floor Conference Room Chattanooga, TN 37402 ***** ATTACHEMENTS: -Requirements for Insurance (2 Pages) -Affirmative Action Plan (2 Pages) -Statement Regarding Individuals with Criminal History (1 Page) -Specifications for Transformers ( 2 Pages) -Special Conditions (2 Pages) ***** This Shall Be A Twelve (12) Months Blanket Contract To Supply Electrical Labor. The Contract Term May Be Renewed For (2) Additional 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. *****NOTE***** MULTIPLE AWARDS MAY RESULT FROM THIS BID SOLICITATION ***** Note: Bidders may bid any combination of Schedules I &amp; III, Schedules II &amp; III or Schedules I, II, &amp; III. *****</p>				

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

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

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

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

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

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	<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 *****</p> <p>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>Employer's ID No. _____</p> <p>Estimated Delivery _____</p> <p>Minority-Owned Business ___ Small Business ___ Veteran ___</p> <p>Minority Woman Owned Business ___ Disabled Veteran ___</p> <p>Women-Owned Business ___</p> <p>***** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****</p>				

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V E N D O R	
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M A I L T O	City of Chattanooga 100 East 11th Street, Room 200 Chattanooga TN 37402
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Item	Class-Item	Quantity	Unit	Unit Price	Total
	SCHEDULE I				
1.0	Electrical Foreman Per Hour	1.00	HR		
2.0	Electrician- Journeyman (Regular) Per Hour	1.00	HR		
3.0	Electrician- Journeyman (Overtime) Per Hour	1.00	HR		
4.0	Electrician - Apprentice (Regular) Per Hour	1.00	HR		
5.0	Electrician -Apprentice (Overtime) Per Hour	1.00	HR		
6.0	Electrician- Helper (Regular) Per Hour	1.00	HR		
7.0	Electrician- Helper (Overtime) Per Hour	1.00	HR		
8.0	Instrument Technician (Regular) Per Hour	1.00	HR		
9.0	Instrument Technician (Overtime) Per Hour	1.00	HR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
10.0	Instrument Technician (Double Time) Per Hour	1.00	HR		
11.0	Programmer/ Troubleshooter for PLC's (Allen Bradley/ General Electric) (Regular) Per Hour	1.00	HR		
12.0	Programmer/ Troubleshooter for PLC's (Allen Bradley/ General Electric) (Overtime) Per Hour	1.00	HR		
13.0	Testing of Substations Per Attached Specifications- Per Hour	1.00	HR		
14.0	Testing of Transformer Fluids Per Attached Specifications- Per Hour	1.00	HR		
15.0	Medium Voltage Testing and/or Servicing (Regular) Per Hour Includes Cables, Switch Gears, Motors, Relay, Transformers	1.00	HR		
16.0	Medium Voltage Testing and/or Servicing (Overtime) Per Hour Includes Cables, Switch Gears, Motors, Relay, Transformers	1.00	HR		
17.0	Breaker Service and Repair	1.00	HR		
18.0	Lineman Foreman Per Hour	1.00	HR		
19.0	Lineman Per Hour	1.00	HR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	SCHEDULE I TOTAL _____				
	SCHEDULE II				
20.0	Fiber Optic Splice, Outdoor Rated for 12 Fiber mm Cable, 3M Splice kit (Per Cable) Material Only	1.00	HR	_____	_____
21.0	Fiber Optic Termination	1.00	EA	_____	_____
22.0	Fiber Optic Splice (per fiber)	1.00	HR	_____	_____
23.0	Fiber Optic Test with OTDR certification (furnish test report to City)	1.00	HR	_____	_____
	SCHEDULE II TOTAL _____				
	SCHEDULE III				
24.0	Bucket/Derrick Truck- 45' Boom Per Hour	1.00	HR	_____	_____
25.0	Bucket/Derrick Truck- 65' Boom Per Hour	1.00	HR	_____	_____
26.0	Line Truck Per Hour	1.00	HR	_____	_____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
27.0	Scissor Lift Per Hour	1.00	HR		
28.0	Snorkel Lift Per Hour	1.00	HR		
29.0	Truck, Auger Per Hour	1.00	HR		
30.0	Crane- 60' Boom Per Hour	1.00	HR		
31.0	Trencher Per Hour	1.00	HR		
32.0	Concrete Saw Per Hour	1.00	HR		
33.0	Air Compressor & Jack Hammer Per Hour	1.00	HR		
34.0	Concrete Finisher Per Hour	1.00	HR		
35.0	Arrow Board Rental Per Hour	1.00	HR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	SCHEDULE III TOTAL _____			TOTAL:	_____

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## **Special Conditions:**

**Employee Experience.** Bidder shall include with its bid, a list of personnel that will be performing the work under this contract. The list should include the employee's name, job classification, and his/her years of experience.

**Response Time.** The Contractor shall agree to a two (2) hour response time to respond to routine calls, and a one (1) hour response time for emergency requests. The City shall determine what qualifies as an emergency requirement. Exceptions taken to this requirement may result in your bid being ruled non-responsive.

Bidders taking exception to this requirement shall state:

Response time to routine calls \_\_\_\_\_ hours.

Response time to emergency calls \_\_\_\_\_ hours.

**Detailed Job Estimates.** The Contractor shall provide a detailed job estimate for each job requested to the COC organization ordering the services prior to beginning any work. The estimate should include the parts, number and type of workers to be used, and the estimated time required to complete the job from start to finish.

**Equipment.** The Contractor shall utilize the City's equipment for work done under this contract as much as, and whenever possible.

**Electrical Supply Purchases.** Contractor shall purchase the electrical supplies from the COC electrical supply blanket contract when working all jobs/projects under this contract. Items purchased from the COC electrical supplies contract must be referenced to an approved job identification number.

*Billing of Services* – Charges for selecting and picking-up supplies needed for each job will be billed at Helper's wages.

*Shopping Time* – A minimum time of one (1) hour is allowed for the selection and purchase of needed electrical supplies.

**Hourly Rates.** All hourly rates shall include employee's transportation to and from the jobsite.

**Timesheets.** Contractor shall provide with each invoice employee timesheets showing time worked on the job.

**The Following Requirements pertain to Schedule II only:**

-Must have a minimum of five (5) years experience in Traffic Signal Installation and Maintenance

-Must assign the same Foreman for the duration of the contract





## **Affirmative Action Plan**

For  
(Invitation or RFP No.)

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(Name of Contractor)

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

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. It is the goal of the Contractor to have a workforce with a minimum of 8.6 percent minority and 6.9 percent female employees.
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.
6. 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. Maintain systematic contracts with minority groups and human relations organizations.
  - 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.
7. During the term of this contract, the Contractor, upon request of the City of Chattanooga Office of Economic and Community Development, will make available for inspection by the City of Chattanooga Office of Economic and Community Development, copies of payroll records, personnel records, documents and other records that may be used to verify Contractor compliance with these equal opportunity provisions.
8. The Contractor agrees to notify the City of Chattanooga Office of Economic and Community Development of any failure or refusal on the part of the contractor or any subcontractors to comply with the equal opportunity provisions set forth. Any failure of refusal to comply with the aforementioned provisions by the Contractor and/or Subcontractors 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)

Transformer fluids analysis includes:

Perform a visual inspection of transformers, record all instrument readings, and take oil sample.

Dielectric Breakdown per ASTM D877 and/or ASTM D 1816

Acid Neutralization Number per ANSI/ASTM D2285

Interfacial Tension per ANSI/ASTM D 2285

Water in insulating liquids per ASTM D 1533

Power Factor/Dissipation Factor per ASTM D 924

Dissolved Gas Analysis per ANSI/IEEE C57.104 or ASTM D3612

Provide a written record of all tests and a final report

## **QUALIFICATIONS OF TESTING ORGANIZATION AND PERSONNEL**

### **Testing Organization**

1. The testing organization shall be an independent, third party, entity which can function as an unbiased testing authority, professionally independent of the manufacturers, suppliers, and installers of equipment or systems being evaluated.
2. The testing organization shall be regularly engaged in the testing of electrical devices, installations, and systems.
3. The testing organization shall use technicians who are regularly employed for testing services.
4. An organization having a "Full Membership" classification issued by the InterNational Electrical Testing Association meets this criteria.
5. The testing organization shall submit appropriate documentation to demonstrate that is satisfactorily complies with these requirements.

### **Testing Personnel**

1. Technicians performing these electrical test and inspections shall be trained and experienced concerning the apparatus and systems being evaluated. These individuals shall be capable of conducting the tests in a safe manner and with complete knowledge of the hazards involved. They must evaluate the test data and make a judgment on the continued serviceability or non-serviceability of the specific equipment.
2. Technicians shall be certified in accordance with ANSI/NETA ETT-2000, Standard/or Certification of Electrical Testing Personnel. Each on-site crew leader shall hold a current certification, Level III or higher, in electrical testing.

All testing will be performed as required by the 2001 Specifications # NETA MTS-2001 National/International Testers.

## **ITEMS THAT ARE TO BE TESTED**

1. Earth ground of Substation
2. Ground test of all Metal Structures, breakers, transformer, steel supports, fence and gates tested on all sides.
3. 69000 volt SF6 Breaker and Bushings
4. 69000/13 800 volt 20 MEG Transformer and bushings
5. 1-15KV 2000 Amp Air Break Switch
6. 3 W type CA Differential relays
7. 3V Type CO-9 Current relays
8. 1W Type CO-7 Ground relay

Note: The above list is for one station only, two stations with same items are to be tested. In addition to the Substation there are four W CO relays located in a metal tie Switch board between the stations to be tested.

## 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 resulting 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:

<b>Bodily Injury</b>	<b>\$ 500,000 each person</b> <b>\$1,000,000 each occurrence</b>
<b>Property Damage</b>	<b>\$ 250,000 each occurrence</b> <b>\$ 500,000 aggregate</b>

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 damage 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:

<b>Bodily Injury</b>	<b>\$ 250,000 each person</b> <b>\$ 500,000 each occurrence</b>
<b>Property Damage</b>	<b>\$ 100,000 each occurrence</b>

## **Statements Regarding Individuals with Criminal History**

### **Human Services Statement**

The Head Start Performance Standards and the State of Tennessee Department of Human Services, Childcare Licensing Division requires that we provide a safe environment for all children. The TDHS Licensure Rules for Childcare Centers, Rule 1240-4-3-.07(10) (a) 1 states, "*No individual with a prohibited criminal history may work, substitute or volunteer in a child care agency.*" Number 1240-4-3-.07(10) (a) 2 states that, "*an individual shall be immediately and automatically excluded from child care or any contact whatsoever with children if the individual's criminal history includes: (i) A criminal conviction or a no-contest or guilty plea; or any pending criminal action, including individuals subject to any warrant, indictment, presentment, etc.*"

### **Police Department Statement**

Vendor's employees will be subject to a background clearance by the Chattanooga Police Department and are to meet any standards issued by T.B.I., F.B.I, Homeland Security, and etc.

