

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**

21-AUG-14 at 2:00 PM

**BID NUMBER: 303473**

**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
<p>Requisition No. 98753                      Ordering Dept.: Public Works                      Buyer: William Tucker                      Telephone: 423-643-7238                      Fax: 423-643-7244                      Email: tucker_w@chattanooga.gov                      *****</p> <p>Items Being Purchased: Traffic Signals Maintenance Services                      *****</p> <p>ATTACHMENTS: Specifications (5 pages)                      Insurance Requirements (2 pages)                      Affirmative Action Plan (2 pages)                      Instructions to Bidders (1 page)                      *****</p> <p>*** BIDS MUST BE RECEIVED NO LATER THAN ***                      *** 02:00 PM EST on AUGUST 21, 2014 ***                      *****</p> <p>SEALED BIDS: All Bids must be delivered to the Purchasing Office in a sealed envelope on or before the time and date specified above.                      DO NOT email or fax your bid; such bids cannot be considered.                      *****</p> <p>This shall be a twelve (12) month blanket contract to supply Traffic Signals Maintenance Services as needed by agencies of the City of Chattanooga. The contract term may be renewed for two (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.                      *****</p> <p>***** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION **                      *****</p> <p>City of Chattanooga Terms and Conditions are incorporated herein by Reference, and are posted on the City's Website at <a href="http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions">http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions</a>.                      If you cannot 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>Quantities are estimates only. Purchases are to be made on an as-needed basis. The City of Chattanooga shall guarantee no minimum or maximum amount to be purchased under this contract.</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>Vendor Contact Information:</p> <p>Vendor Name _____</p> <p>Contact Person _____</p> <p>Tel. _____</p> <p>Fax _____</p> <p>Email _____</p> <p>Street Address or PO Box _____</p> <p>City, State, Zip _____                      *****</p>					

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

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

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

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

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

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

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

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

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Fiber optic fusion splice (per fiber) Material and labor	1	Each	_____	_____
2	Fiber optic splice termination Material and labor	1	Each	_____	_____
3	Fiber optic splice 12 count multi-mode Material and labor	1	Each	_____	_____
4	Cable rollers for overhead telecommunications cable	1	Each	_____	_____
5	Electrical foreman (regular time)	1	Hour	_____	_____
6	Electrical foreman (overtime)	1	Hour	_____	_____
7	Electrical foreman (holiday)	1	Hour	_____	_____
8	Electrician (regular time)	1	Hour	_____	_____
9	Electrician (overtime)	1	Hour	_____	_____
10	Electrician (holiday)	1	Hour	_____	_____

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City of Chattanooga  
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Item	Class-Item	Quantity	Unit	Unit Price	Total
11	Electrical apprentice (regular time)	1	Hour	_____	_____
12	Electrical apprentice (overtime)	1	Hour	_____	_____
13	Electrical apprentice (holiday)	1	Hour	_____	_____
14	Electrical helper (regular time)	1	Hour	_____	_____
15	Electrical helper (overtime)	1	Hour	_____	_____
16	Electrical helper (holiday)	1	Hour	_____	_____
17	Concrete finisher	1	Hour	_____	_____
18	Bucket truck	1	Hour	_____	_____
19	Pole truck	1	Hour	_____	_____
20	Auger truck	1	Hour	_____	_____

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

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

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<b>V E N D O R</b>	RFQ

<b>M A I L T O</b>	City of Chattanooga
	101 East 11th Street, Suite G13 Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
21	Service truck	1	Hour	_____	_____
22	Fiber splice trailer/truck per spec	1	Hour	_____	_____
23	Pick up truck	1	Hour	_____	_____
24	Air compressor	1	Hour	_____	_____
25	Arrowboard	1	Hour	_____	_____
26	Backhoe with hoe-ram	1	Hour	_____	_____
27	Skidsteer loader (Bobcat)	1	Hour	_____	_____
28	Material mark up fixed for all contractor supplied materials (calculated at cost plus markup percentage)	1	Job	_____	_____

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

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

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

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

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

**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. Must have a minimum of five (5) years experience in Traffic Signal Installation and Maintenance and IMSA Level I and II certificate.

Response time. The contractor shall agree to a two (2) hour response time to respond to routine calls, and a four (4) 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 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.

Items not on contract will be supplied by contractor at cost plus \_%.

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.

## SUPPLEMENTARY CONDITIONS

### 1. SPECIFICATIONS

- TDOT - Standard Specifications For Road and Bridge Construction
- TDOT – 2006 Supplemental Specifications
- City of Chattanooga (SP730C) - Supplemental Specifications To: The Tennessee Department of Transportation Specifications for Road and Bridge Construction; March 1, 2006 as amended.

### 2. CITY OF CHATTANOOGA LIST OF SPECIAL PROVISIONS FOR THE ANNUAL TRAFFIC SIGNAL SYSTEMS MAINTENANCE CONTRACT.

- A. EMPLOYEE EXPERIENCE: The bidder shall provide with this bid submittal a list of personnel that will be performing work under this contract. That list shall include the employee's name, job classification with respect to the bid items, and his/her years of experience.
- B. EMPLOYEE QUALIFICATIONS: The bidder shall have the following staff on the jobsite at all times. A single individual may carry certification in any or all of these areas and will be considered as a qualified individual fulfilling the requirements of that area.
- a. There shall be a Class 1 City of Chattanooga City Journeyman's License individual pursuant to Chapter 14; in its entirety of the City Municipal Code as well as an International Municipal Signal Association (IMSA) Certified Level 3 Field Technician on the jobsite at all times.
  - b. There shall be two (2) IMSA Level 2 Field Technicians who reside within 30 minutes or 15 miles of City Hall.
  - c. There shall be at minimum one (1) Building Industry Consulting Service International (BICSI) certified ITS Installer 2 in each for Optical Fiber and Copper.
  - d. There shall be at minimum one (1) Open Trench and Confined Workspace Certified individual on hand during any activity involving Open Trenches or Confined Workspace. (i.e.; Manholes)
- C. EQUIPMENT REQUIREMENTS: The contractor shall have available at all times within 25 miles of City Hall the following equipment and access to the specified equipment on a 24 hour/7 day a week basis.
- a. Two (2) Bucket Trucks with a thirty-two (32') minimum working height as specified by the lift manufacturer.
  - b. One (1) Pole Truck with a minimum lift capacity of 5,000 lbs.
  - c. One (1) Auger Truck (Derrick) with the capacity to excavate for the installation of a 48" x 20' signal pole foundation.
  - d. One (1) Service Truck

- e. One (1) Mobile Fiber Splicing trailer/truck with environmentally controlled area for fiber splicing.
- f. One (1) Fusion Splicer.
- g. One (1) calibrated annually optical time-domain reflectometer (OTDR).
- h. Extraction, air quality testing, blowers and other equipment necessary to comply with CFR29 1910.268 of the OSHA standard regulations for work in confined spaces.

**CONTRACT NO. T-14-008**

**ANNUAL TRAFFIC SIGNAL SYSTEMS MAINTENANCE CONTRACT.**

1. On-Call Services – The Bidder agrees that forces shall be able to respond and mobilize on request to specific short notice (24 hours) projects within the City Of Chattanooga.
2. The Bidder agrees to coordinate with the owner 72 hours in advance of anticipated interruptions to utility service, operation with are considered loud or noisy, and operations which will generate disturbing quantities of structure born noise or vibrations such as jack-hammering or core drilling.
3. The Bidder shall submit to the City of Chattanooga Transportation Department (Traffic Engineer) a traffic control plan for the roadways within each work order’s construction limit.
4. Contract unit prices shall be for a one-year period at which time the City of Chattanooga may elect to extend the contract for up to four additional one year extensions. Each additional year will be subject to the provision that the Bidder agrees to the extension, further agreeing that the previous year’s unit prices shall be increased or decreased as referenced with the regional consumer price index, or by local market evaluations, and the extension is approved by the City of Chattanooga City Council.

The Bidder hereby agrees to furnish all labor, and equipment to install City of Chattanooga furnished material or to furnish all labor, materials, and equipment in the execution of the **ANNUAL TRAFFIC SIGNAL SYSTEMS MAINTENANCE CONTRACT, Contract No.: T-14-008**; as required for a complete operating installation as described per the Bidders unit prices.

<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Unit Price</b>
1	Fiber Optic fusion splice (per fiber) Material & Labor	EA	
2	Fiber Optic splice termination Material & Labor	EA	
3	Fiber Optic splice 12 count multi-mode Material & Labor	EA	
4	Cable Rollers for overhead telecommunications cable	EA	
5	Electrical foreman (regular time)	HR	
6	Electrical foreman (overtime)	HR	
7	Electrical foreman (holiday)	HR	
8	Electrician (regular time)	HR	
9	Electrician (overtime)	HR	
10	Electrician (holiday)	HR	
11	Electrical apprentice (regular time)	HR	
12	Electrical apprentice (overtime)	HR	
13	Electrical apprentice (holiday)	HR	
14	Electrical helper (regular time)	HR	
15	Electrical helper (overtime)	HR	
16	Electrical helper (holiday)	HR	

17	Concrete finisher	HR	
18	Bucket Truck per spec	HR	
19	Pole Truck per spec	HR	
20	Auger Truck per spec	HR	
21	Service Truck	HR	
22	Fiber Splice Trailer/Truck per spec	HR	
23	Pick up Truck	HR	
24	Air Compressor	HR	
25	Arrowboard	HR	
26	Backhoe w/ hoe-ram	HR	
27	Skidsteer loader (Bobcat)	HR	
28	Material Markup fixed for all Contractor supplied materials (Calculated at cost plus markup percentage)	PCT	
	<b>TOTAL</b>		

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of **sixty (60) calendar days** after the scheduled closing.

## 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:

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 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:

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

## 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. 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.

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(Signature of Contractor)

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(Title and Name of Construction Company)

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(Date)

## Instructions to Bidders

(1) Bid documents can be downloaded from the City's website, at [www.chattanooga.gov](http://www.chattanooga.gov). At the left side of that page is a link labeled "Bid Solicitations." Click that link, and a page will open with search results related to Bid Solicitations. One of the top results will be a link that will display a page listing the current Bid Solicitations, with links that will display a PDF version of the bid documents suitable for printing.

(2) Any Addenda will be published in the list of Bid Solicitations mentioned above. Bidders should check this list before submitting their bids, to see whether any Addendum has been issued.

(3) Bid documents should be submitted to the Purchasing Office at the following address:

Purchasing Office, Suite G13  
City Hall  
101 East 11<sup>th</sup> Street  
Chattanooga, TN 37401

(4) Sealed Bids should be submitted in a sealed envelope. No particular envelope is required, but the Bid Solicitation number should be noted on the outside of the envelope. This is a six-digit number starting with a "3".

(5) Any questions regarding the specifications or bidding process should be directed to the Buyer, preferably by email to the following address:

[Tucker\\_w@chattanooga.gov](mailto:Tucker_w@chattanooga.gov).

The Buyer will, if possible, find answers to the submitted questions and will issue an Addendum, so that all potential bidders will have access to the answers.

(6) Bidders shall provide, on the outside of the sealed bid envelope, their state license numbers and the expiration dates of such licenses.

(7) The first page of Specifications contains three fields which should be completed by Bidders, related to response times and markup costs for materials.