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**TUESDAY, DECEMBER 12, 2017**  
**CITY COUNCIL REVISED AGENDA**  
**6:00 PM**

- I. Call to Order.
- II. Pledge of Allegiance/Invocation (Councilwoman Coonrod).
- III. Minute Approval.
- IV. Special Presentation.
- V. **Ordinances – Final Reading: (None)**
- VI. **Ordinances – First Reading:**

**LIBRARY**

- a. [An ordinance to amend Chattanooga City Code, Part II, Chapter 22, Libraries. \(Deferred from 12/5/17\) \(Revised\)](#)

**PLANNING**

- b. [2017-081 Christopher Griggs \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 144 Browns Ferry Road, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(District 1\) \(Recommended for approval by Planning\)](#)

[2017-081 Christopher Griggs \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 144 Browns Ferry Road, more particularly described herein, from R-1 Residential Zone to R-4 Special Zone. \(Staff Version\)](#)

[2017-081 Christopher Griggs \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 144 Browns Ferry Road, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone. \(Applicant Version\)](#)

- c. [2017-146 Jeff Page \(R-2 Residential Zone to R-4 Special Zone\)](#). [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 332 Browns Ferry Road, more particularly described herein, from R-2 Residential Zone to R-4 Special Zone, subject to certain conditions.](#) **(District 1) (Recommended for approval by Planning and Staff)**

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- d. [2017-153 Five Star Development \(R-1 Residential Zone to C-2 Convenience Commercial Zone\)](#). [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone part of a property in the 100 block of Raider Lane, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone.](#) **(District 1) (Recommended for approval by Planning and Staff)**

- e. [2017-158 Stephen Holmes \(R-2 Residential Zone to R-3 Residential Zone\)](#). [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located in the 400 block of Dogwood Lane, more particularly described herein, from R-2 Residential Zone to R-3 Residential Zone.](#) **(District 1) (Recommended for denial by Planning and Staff)**

- f. [2017-160 Wanda C. Williams \(R-2 Residential Zone to C-2 Convenience Commercial Zone\)](#). [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 5957 Dayton Boulevard, more particularly described herein, from R-2 Residential Zone to C-2 Convenience Commercial Zone.](#) **(District 1) (Recommended for approval by Planning and Staff)**

- g. [2017-159 Hagaman Construction \(R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone\)](#). [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1007 Forest Avenue, more particularly described herein, from R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, subject to certain conditions.](#) **(District 2) (Recommended for approval by Planning)**

[2017-159 Hagaman Construction \(R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone\)](#). [An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1007 Forest Avenue, more particularly described herein, from R-1 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, subject to certain conditions.](#) **(Staff Version)**

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- h. 2017-143 Todd Plain (R-4 Special Zone to C-2 Convenience Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1815 Gunbarrel Road, more particularly described herein, from R-4 Special Zone to C-2 Convenience Commercial Zone, subject to certain conditions. (District 4) (Recommended for approval by Planning and recommended for denial by Staff)

2017-143 Todd Plain (R-4 Special Zone to C-2 Convenience Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1815 Gunbarrel Road, more particularly described herein, from R-4 Special Zone to C-2 Convenience Commercial Zone. (Applicant Version)

- i. 2017-148 Shea Properties (R-2 Residential Zone to M-1 Manufacturing Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 1517 and 1519 Foust Street, more particularly described herein, from R-2 Residential Zone to M-1 Manufacturing Zone. (District 8) (Recommended for approval by Planning and Staff)
- j. 2017-157 Tower Construction (R-2 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 1206 South Lyerly Street, more particularly described herein, from R-2 Residential Zone to R-T/Z Residential Townhouse/Zero Lot Line Zone, subject to certain conditions. (District 8) (Recommended for approval by Planning and Staff)

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- k. 2017-161 ASA Engineering (M-1 Manufacturing Zone and R-3 Residential Zone to UGC Urban General Commercial Zone). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone properties located at 1212, 1220, and 1226 East 13<sup>th</sup> Street, more particularly described herein, from M-1 Manufacturing Zone and R-3 Residential Zone to UGC Urban General Commercial Zone. (District 8) (Recommended for approval by Planning and Staff)

**PUBLIC WORKS AND TRANSPORTATION**

**Transportation**

1. [An ordinance to amend the Chattanooga City Code, Part II, Chapter 2, Sections 2-65 through 2-66; Chapter 32, Article I, Definitions, Section 32-16; Article III, Excavations and Restoration of Paving, Sections 32-62 through 32-68; and Article XI, Telecommunications Services; Franchises for Telecommunications Services, Sections 32-224, and 32-231 through 32-270. \(Sponsored by Vice-Chairman Smith\) \(Revised\)](#)

**VII. Resolutions:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. [A resolution amending Resolution No. 28566 and authorizing the Mayor to execute a Second Amendment to Use Agreement with Tennessee River Soccer Company d/b/a the North River Soccer Association for the property located at 4500 Access Road South of the Norfolk Southern right-of-way, Tax Map No. 119H-A-003.01, for one \(1\) final renewal option for a three \(3\) year term with a final termination on December 31, 2020. \(District 2\)](#)
- b. [A resolution authorizing the Mayor to execute a Management Agreement with the Trust for Public Land, in substantially the form attached, for their services related to the design process of the Alton Park Greenway for a design fee not to exceed \\$200,000.00. \(District 7\)](#)
- c. [A resolution authorizing the Administrator for the Department of Economic and Community Development to award HOME Program funds for the purpose of creating affordable housing units to Habitat for Humanity of Greater Chattanooga, for a total amount not to exceed \\$80,000.00. \(Districts 7 & 9\)](#)
- d. [A resolution declaring surplus of ten \(10\) individual properties, identified by property address and tax parcel number in the attached, for the Department of Economic and Community Development to advertise the properties through the request for proposal process for the purpose of the preservation and production of affordable housing.](#)

**HUMAN RESOURCES**

- e. [A resolution authorizing the Director of Human Resources to renew an existing agreement with BlueCross BlueShield of Tennessee \(Blue Advantage\) to provide the City of Chattanooga Medicare eligible retirees with two \(2\) Medicare Advantage Health Plan options at the current rates until February 1, 2018, and thereafter at the rates of \\$300.00 per member per month for the Medicare Blue Advantage Health Plan Option 1 and \\$372.00 per member per month for the Medicare Advantage Health Plan Option 2 with an effective date of the policy beginning January 1, 2018, and ending on December 31, 2018. \(Added by permission of Chairman Mitchell\)](#)

**PLANNING**

- f. [A resolution adopting the written report of the Chattanooga-Hamilton County Regional Planning Agency Staff regarding the reasonableness of the scope of services to be provided and the timing of such services, as required by T.C.A. 6-51-102\(B\) for Lookout Mountain Conservancy for certain rights-of-ways Old Wauhatchie Pike, Atchensons Road, Cravens Road, Grandview Place, and Tax Map and Parcel Numbers 155J-B-004, 155J-B-004.01, 155J-B-006, 155J-B-009, 155J-B-010, 155J-B-011, 155J-B-008, 155J-B-013, 155I-C-002, 155I-C-001, 155I-C-001.02, 155J-A-002, 155J-A-003, 155J-A-004, 155J-A-006, 155J-C-006, 155J-C-007, 155J-C-008, 155J-C-006.01, 155J-C-005, 155J-C-004, 155J-C-025, 155J-C-003, 155J-C-002, 155I-C-003, 155J-A-007, and 155J-A-010.](#)

**PUBLIC WORKS AND TRANSPORTATION**

**Public Works**

- g. [A resolution authorizing the approval of Change Order No. 1 for 3D Enterprises Contracting Corp., of Lexington, Kentucky, relative to Contract No. W-14-006-201, Moccasin Bend WWTP Secondary Clarifier Upgrades, a Consent Decree Project, for an increased amount of \\$300,000.00, for a revised contract amount not to exceed \\$14,527,000.00, and to include a contingency in the amount of \\$400,000.00, for a total amount of \\$14,927,000.00.](#)
- h. [A resolution authorizing the approval of Change Order No. 1 for Thomas Brothers Construction Company, Inc. relative to Contract No. R-14-011-201, Miller Park and District Connectivity Improvements – Phase 1, for an increased amount of \\$1,203,045.87, for a revised contract amount not to exceed \\$8,840,459.20, and to include a new contingency in the amount of \\$200,000.00, for a total amount of \\$9,040,459.20. \(Districts 7 & 8\)](#)
- i. [A resolution authorizing payment for the annual City Works maintenance support to Hamilton County for the period of November 11, 2017 through November 10, 2018, in the amount of \\$32,075.00.](#)

**Transportation**

- j. [A resolution authorizing the Administrator for the Department of Transportation to enter into an agreement with Talley Construction Company, Inc. relative to Contract No. T-17-007-201 for construction services associated with Capital Citywide Resurfacing Contract, in the amount of \\$3,947,797.54.](#)
- k. [A resolution authorizing the amendment of an agreement with Talley Construction Company, Inc. relative to Contract No. T-16-001-201 for construction services associated with Citywide Resurfacing originally established under Resolution No. 28693, for an increased amount of \\$122,304.75, for a final revised contract amount of \\$2,384,000.45.](#)

**Revised Agenda for Tuesday, December 12, 2017**

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VIII. Purchases.

IX. Other Business.

X. Committee Reports.

XI. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.

XII. Adjournment.

**TUESDAY, DECEMBER 19, 2017**  
**CITY COUNCIL AGENDA**  
**6:00 PM**

1. Call to Order.
2. Pledge of Allegiance/Invocation (Councilman Henderson).
3. Minute Approval.
4. Special Presentations.

**Honoring Retirees *Vickie Haley and Barbara Wyatt***  
**By Daisy Madison, Finance Department**

**Honoring Retiree *Nancy Nason***  
**By Brent Messer, Information Technology Department**

5. **Ordinances – Final Reading:**

**LIBRARY**

- a. [An ordinance to amend Chattanooga City Code, Part II, Chapter 22, Libraries. \(Deferred from 12/5/17\)](#)

**PLANNING**

- b. [2017-081 Christopher Griggs \(R-1 Residential Zone to C-2 Convenience Commercial Zone\). An ordinance to amend Chattanooga City Code, Part II, Chapter 38, Zoning Ordinance, so as to rezone property located at 144 Browns Ferry Road, more particularly described herein, from R-1 Residential Zone to C-2 Convenience Commercial Zone, subject to certain conditions. \(District 1\) \(Recommended for approval by Planning\)](#)

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**PUBLIC WORKS AND TRANSPORTATION**

**Transportation**

1. [An ordinance to amend the Chattanooga City Code, Part II, Chapter 2, Sections 2-65 through 2-66; Chapter 32, Article I, Definitions, Section 32-16; Article III, Excavations and Restoration of Paving, Sections 32-62 through 32-68; and Article XI, Telecommunications Services; Franchises for Telecommunications Services, Sections 32-224, and 32-231 through 32-270. \(Sponsored by Vice-Chairman Smith\)](#)
  
6. **Ordinances – First Reading: (None)**
  
7. **Resolutions:**

**ECONOMIC AND COMMUNITY DEVELOPMENT**

- a. [A resolution authorizing the Mayor to execute a Lease Agreement with Diagnostic Radiology Consultants, P.A., in substantially the form attached, to lease 173 square feet for an x-ray examination area at the City of Chattanooga WellAdvantage Center, with rent in the amount of \\$250.00 per month, for a term of one \(1\) year, with the option to renew for two \(2\) additional one \(1\) year terms. \(District 8\)](#)
  
- b. [A resolution authorizing the Administrator for the Department of Economic and Community Development to enter into an agreement with Host Compliance, LLC, in substantially the form attached, for the provision of hosted software and services to supply short-term vacation rental administration and compliance for one \(1\) year, with the option to renew for up to four \(4\) additional one \(1\) year renewal terms, for a total of no more than five \(5\) years, for an amount not to exceed \\$40,000.00.](#)

**MAYOR'S OFFICE**

- c. [A resolution to confirm the Mayor's appointment of William Sundquist to the Library Board.](#)

**PUBLIC WORKS AND TRANSPORTATION**

**Public Works**

- d. [A resolution authorizing the approval of Change Order No. 1 for CDM Smith, Inc. relative to Contract No. W-15-009-101, MBWWTP Control Room Upgrades, for an increased amount of \\$34,635.00, for a revised contract amount not to exceed \\$344,535.00. \(District 1\)](#)
  
- e. [A resolution authorizing the approval of Change Order No. 1 for CTI Engineers, Inc. relative to Contract No. W-12-026-101, Dupont Parkway Pump Station and Collection System Improvements, Phase 1, a Consent Decree Project, for an increased amount of \\$37,379.00, for a revised contract amount not to exceed \\$1,956,379.00. \(Districts 2 & 3\)](#)

## Revised Agenda for Tuesday, December 12, 2017

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- f. [A resolution authorizing the approval of Change Order No. 3 for Jacobs Engineering Group, Inc. relative to Contract No. W-10-004-101, East Brainerd Pump Station Upgrade and Collection System Rehab, a Consent Decree Project, for an increased amount of \\$98,213.00, for a revised contract amount not to exceed \\$2,642,574.17. \(Districts 4 & 6\)](#)
- g. [A resolution authorizing the approval of Change Order No. 1 for Brown and Caldwell relative to Contract No. W-12-021-101, South Chickamauga Creek 5 Sub-Basin SSES, for an increased amount of \\$54,632.50, for a revised contract amount not to exceed \\$1,074,732.50. \(Districts 5 & 6\)](#)
- h. [A resolution authorizing the approval of Change Order No. 1 for Layne Inliner, LLC of Orleans, IN, relative to Contract No. W-12-028-201, Dobbs Branch 3 Sub-Basin Sewer Rehabilitation, for an increased amount of \\$562,819.29, for a revised contract amount not to exceed \\$3,140,339.29, and to include a contingency amount of \\$40,000.00, for a total amount of \\$3,180,339.29. \(District 7\)](#)
8. Purchases.
9. Other Business.
10. Committee Reports.
11. Recognition of Persons Wishing to Address the Council on Non-Agenda Matters.
12. Adjournment.

Proposed City Council Purchases 12-12-17

DEPARTMENT REQUISITION NO.	ITEM DESCRIPTION	BIDS REQUESTED	BIDS RETURNED	LOWEST/BEST BIDDER	COST	FUND NAME	NOTES
PO541660 Public Works	Blanket Contract Renewal for Industrial Gases & Welding Supplies-Fleet Management Division	8	5	C & C Oxygen Company 3615 Rossville Blvd. Chattanooga, TN 37407	Estimated \$60,000 Annually	General Fund	Blanket Contract Renewal of PO541660 for Industrial Gases & Welding Supplies-Fleet Management Division. This renewal is through January 2019. There were 8 direct bid solicitations and we received 5 responses in the publically advertised bid proceedings. C & C Oxygen Company was the best bid meeting specifications.
PO541758 Public Works	Blanket Contract Renewal for Vehicle Oils, Lubricants & Fluids-Fleet Management Division	14	4	Hunter Oil Company, Inc. 2009 Highland Park Avenue Chattanooga, TN 37404	Estimated \$150,000 Annually	General Fund	Blanket Contract Renewal of PO541758 for Vehicle Oils, Lubricants & Fluids-Fleet Management Division. This renewal is through January 2019. There were 14 direct bid solicitations and we received 4 responses in the publically advertised bid proceedings. Hunter Oil Company, Inc. was the best bid meeting specifications.
PO541659 Public Works	Blanket Contract Renewal for Elgin Street Sweeper & Vactor Sewer Cleaner OEM Parts & Service-Fleet Management Division	-	-	Sansom Equipment Company, Inc. 1225 Vanderbilt Road Huntsville, AL 35234	Estimated \$25,000 Annually	General Fund	Blanket Contract Renewal of PO541659 for Elgin Street Sweeper & Vactor Sewer Cleaner OEM Parts & Service-Fleet Management Division. This renewal is through January 2019. TCA 6-56-304-2 allowed for this single source purchase, exempted from usual advertising and bidding requirements.
R160949 Public Works	New Blanket Contract for Hydraulic Equipment Repair Services-Waste Resources Division	9	4	Signal Industrial Products 1601 Cowart Street Chattanooga, TN 37408	Estimated \$200,000 Annually	Interceptor Sewer Operations	New Blanket Contract for Hydraulic Equipment Repair Services-Waste Resources Division. The new contract will be a period of twelve (12) months with two (2) renewal options. There were 9 direct bid solicitations and we received 4 responses in the publically advertised bid proceedings. Signal Industrial Products was the lowest bid meeting specifications.
R163474 Public Works	Purchase of Two (2) Fairbanks Morse Rotating Assemblies and Impeller Wear Ring-Waste Resources Division	-	-	Guthrie Sales and Service 7003 Chadwick Drive #300 Brentwood, TN 37027	\$30,132	Interceptor Sewer Operations	Purchase of Two (2) Fairbanks Morse Rotating Assemblies and Impeller Wear Ring-Waste Resources Division. TCA 6-56-304-2 allows for this single source purchase, exempted from usual advertising and bidding requirements.
PO536788 Public Works	Blanket Contract Renewal for Sanitary Sewer Installation and Repair Services-Waste Resources Division	9	1	Talley Construction Co., Inc. 1751 McFarland Ave. Rossville, GA 30741	Estimated \$1,000,000 Annually	Interceptor Sewer Operations	Blanket Contract Renewal of PO536788 for Sanitary Sewer Installation and Repair Services-Waste Resources Division. The original invitation to bid was sent to 9 vendors as well as formally advertised. Bids were received from one vendor. City Ordinance 10913 allowed the award of the contract to Talley Construction Co., Inc. based upon receipt of only "one" bid after the requirement has been rebid.
R160284 Public Works	New Blanket Contract for High Visibility Work Clothing-City Wide Services	6	3	Cintas 2131 Polymer Drive Chattanooga, TN 37421	Estimated \$40,000 Annually	General Fund	New Blanket Contract for High Visibility Work Clothing-City Wide Services. The new contract will be a period of twelve (12) months with two (2) renewal options. There were 6 direct bid solicitations and we received 3 responses in the publically advertised bid proceedings. Cintas was the lowest bid meeting specifications.
R162643 Fire Department	Purchase of One (1) Quint Fire Apparatus and Equipment	-	-	Smeal Fire Apparatus Company 610 West 4th Street Snyder, NE 68664	\$1,077,753	General Fund	Purchase of One (1) Quint Fire Apparatus and Equipment. TCA 6-56-304-2 allows for this single source purchase, exempted from usual advertising and bidding requirements.
R162447 & R163653 Youth and Family Development	Purchase of Curriculum Materials for Head Start Centers	-	-	Teaching Strategies, LLC 4500 East West Hwy., Suite 300 Bethesda, MD 20814	Total \$104,998.20	General Fund	Purchase of Curriculum Materials for Head Start Centers. TCA 6-56-304-2 allows for this single source purchase, exempted from usual advertising and bidding requirements.



# City of Chattanooga

Mayor Andy Berke

December 6, 2017

Mr. Justin Holland  
Administrator, Public Works Department  
Fleet Management Division  
1250 Market Street, Suite 2100  
Chattanooga, TN 37402

**Subject: Contract Renewal of Blanket PO No. 541660 – Industrial Gases & Welding Supplies – Fleet Management Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 541660 for Industrial Gases & Welding Supplies, Fleet Management Division, Public Works Department. The City of Chattanooga is renewing the first (1<sup>st</sup>) contract renewal option for twelve (12) months through January 5, 2019, with one (1) renewal option remaining, for an estimated annual amount of \$60,000. A copy of the signed letter from vendor and a copy of the contract are enclosed.

The original invitation to bid was sent to eight (8) vendors as well as formally advertised. Bids were received from five (5) vendors. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 541660 for Industrial Gases & Welding Supplies to C & C Oxygen Company, 3615 Rossville Blvd., Chattanooga, TN 37407.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments



# City of Chattanooga

Mayor Andy Berke

November 17, 2017

C & C Oxygen Company  
Attn: Mark Bishop  
3615 Rossville Blvd.  
Chattanooga, TN 37407

Subject: 541660 – Industrial Gases & Welding Supplies

Dear Mr. Bishop:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same contracted price(s).

The new expiration date will be January 5, 2019.

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov) if you agree to renewal.

As always, we appreciate the good service you have rendered in the past, and we look forward to working with you in the future.

Signed

*Mark Bishop*

Date:

*11/20/17*

Sincerely,

*Mark McKeel*

Mark McKeel, Buyer  
City of Chattanooga  
Phone: (423) 643-7236 Fax: (423) 643-7244

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226  C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407
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PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 137041 / 304303 Ordering Dept.: Fleet Management Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Industrial Gases & Welding Supplies  ATTACHMENTS: 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.  This Shall Be A Twelve (12) Month Blanket Contract To Supply Industrial Gases and Welding Supplies City Wide.  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.  **** 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.					

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226
	C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407

PO Date: 06-JAN-17 Buyer: Mark McKee FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	

<b>I N V O I C E</b>	Accounts Payable Division
	City of Chattanooga
	101 East 11th Street, Suite 101
	Chattanooga, TN 37402

Requestor	Requisition Number	Bid Number						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Line Nbr.</th> <th style="width: 40%;">Item ID - Item Description</th> <th style="width: 10%;">Quantity</th> <th style="width: 10%;">Unit</th> <th style="width: 10%;">Unit Price</th> <th style="width: 10%;">Total</th> </tr> </thead> </table> <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>Purchase Order issued in accordance with C &amp; C Oxygen Company bid rec'd via on December 13, 2016 is hereby made part of this contract.</p> <p>City Council approved on January 3, 2017</p> <p>Contract dated: January 6, 2017 to January 5, 2018</p> <p>Vendor Contact: Mark Bishop Phone No: 423-867-2369 Fax No: 423-867-2364 E-mail: markb@cc2@ccr.tn.gov</p> <p>The undersigned hereby agrees to perform the services in accordance with the terms and conditions as set forth in this Purchase Order, the City of Chattanooga Standard Terms &amp; Conditions, and the bid or quotation.</p> <p>Representative: <u>Mark Bishop</u>      Agreed to and accepted by</p> <p>Title: <u>Sales Rep</u>      CITY OF CHATTANOOGA, TENNESSEE</p> <p>Date: <u>1/9/17</u>      Name/Title: <u>Mark McKee, Buyer</u></p> <p>Department: <u>PURCHASING</u></p>			Line Nbr.	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Line Nbr.	Item ID - Item Description	Quantity	Unit	Unit Price	Total			

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Electronic approval is an record in a cloud-based information system which assures that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order, and further authorizes payment upon proper certification of receipt of goods and/or services.

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226  C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407
----------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------

PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
	Change Order #1				
	Added an additional \$25,000 due to Moccasin Bend & Facilities Management using industrial gases for welding repairs and CO2 tanks at the City Swimming Pools. New estimate amount limit is \$55,000.				
	City Council approved on October 10, 2017				
	10/13/17 mlm				

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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226  C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407
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PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	00-1-101 Victor Cutting Tip	0.00	Each	\$ 4.4100	\$ 0.00
2	000-067 .030 Contact Tip	0.00	Each	\$ 0.3500	\$ 0.00
5	1-1-101 Victor Cutting Tip	0.00	Each	\$ 4.4100	\$ 0.00
7	1/4" x 50' Oxygen/Acetylene Welding Hose	0.00	Each	\$ 24.7300	\$ 0.00
9	10 Cubic Feet MC Acetylene	0.00	Each	\$ 8.0000	\$ 0.00
11	125 Cubic Feet Oxygen	0.00	Each	\$ 3.7500	\$ 0.00
12	130 Cubic Feet Acetylene Cylinder	0.00	Each	\$ 27.0000	\$ 0.00
13	14-35 .035 Contact Tip	0.00	Each	\$ 0.3300	\$ 0.00
14	150 Cubic Foot 75/25 Mix Argon and CO2	0.00	Each	\$ 11.0000	\$ 0.00
15	150 Cubic Foot Argon Cylinder	0.00	Each	\$ 11.0000	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226
	C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407

PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
17	1W Victor Welding Tip	0.00	Each	\$ 17.9500	\$ 0.00
18	2" x 4 1/4" Magnifying Lens F.P. 1.70	0.00	Each	\$ 2.3500	\$ 0.00
20	2" x 4 1/4" Clear Magnifying Lens F.P. 2.0	0.00	Each	\$ 2.3500	\$ 0.00
21	2" x 4 1/4" Clear Welding Lens	0.00	Each	\$ 0.2400	\$ 0.00
22	2-1-101 Victor Cutting Tip	0.00	Each	\$ 4.4100	\$ 0.00
24	20 Cubic Feet Oxygen Cylinder	0.00	Each	\$ 3.2500	\$ 0.00
26	24A62 Tweco Nozzle	0.00	Each	\$ 1.9500	\$ 0.00
27	250 Cubic Feet Oxygen Cylinder	0.00	Each	\$ 5.0000	\$ 0.00
28	3-1-101 Victor Cutting Tip	0.00	Each	\$ 4.4100	\$ 0.00
29	3/8 7018 Welding Rod	0.00	Each	\$ 1.7500	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226  C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407
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PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number			Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
31	315 Victor Torch Handle	0.00	Each	\$ 61.0000	\$ 0.00
32	336 Cubic Foot Argon Cylinder	0.00	Each	\$ 17.0000	\$ 0.00
34	381 Cubic Feet 75/25 Mix Argon/ CO2 Cylinder	0.00	Each	\$ 17.0000	\$ 0.00
35	390 Cubic Foot Acetylene Cylinder	0.00	Each	\$ 85.0000	\$ 0.00
38	747F40 LTEC Welding Gloves	0.00	Each	\$ 3.7500	\$ 0.00
39	75 Cubic Feet Acetylene Bottle	0.00	Each	\$ 18.0000	\$ 0.00
40	790F66 Triple Flint Lighter	0.00	Each	\$ 1.6000	\$ 0.00
41	80 Cubic Feet Industrial Oxygen Cylinder	0.00	Each	\$ 4.0000	\$ 0.00
43	CA2460 Victor Cutting Tip	0.00	Each	\$ 66.7500	\$ 0.00
44	FW35 5/32" 6011 Welding Rod	0.00	Each	\$ 1.5000	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226  C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407
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----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor		Requisition Number			Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
45	FW38 1/8" 6011 Welding Rod	0.00	Each	\$ 1.5200	\$ 0.00
47	Helium Industrial (Balloon Grade) HE200 Per Cylinder	0.00	Each	\$ 78.0000	\$ 0.00
48	Liquid CO2 180 Cylinder 380lb With Gas Valve Take off Brainerd, Carver, Warner Park, South Chattanooga Pools (per Cylinder)	0.00	Each	\$ 49.0000	\$ 0.00
49	Liquid CO2 180 Cylinder Rental Per Month	0.00	Month	\$ 30.0000	\$ 0.00
50	Mig Welding Nozzle Gel	0.00	Each	\$ 3.3100	\$ 0.00
51	Mig-6 .035 1632C25 ESAB Welding Wire	0.00	Pound	\$ 1.0800	\$ 0.00
52	Mig-6 .045 1632C27 Welding Wire	0.00	Pound	\$ 1.0600	\$ 0.00
54	Nitrogen Size 300 (per cylinder)	0.00	Each	\$ 7.5000	\$ 0.00
56	Oxygen Medical OX USPD D Size (per cylinder)	0.00	Each	\$ 2.7500	\$ 0.00
58	Propane (BBQ Type Tank) PR20 20lb (per cylinder)	0.00	Each	\$ 11.5000	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226  C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407
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PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
59	SR450D Victor Oxygen Regulator	0.00	Each	\$ 103.0000	\$ 0.00
61	Tank Rental For Oxygen, Acetylene, Propane And Etc Per Month	0.00	Month	\$ 2.2500	\$ 0.00
62	Tillman Welding Gloves 24CL	0.00	Each	\$ 9.2000	\$ 0.00
63	Tillman Welding Gloves 24CM	0.00	Each	\$ 9.2000	\$ 0.00
69	Welco ER70S6 33 lb .030 Mig Wire	0.00	Each	\$ 0.8900	\$ 0.00
70	Welco ER70S6 33 lb .035 Mig Wire	0.00	Each	\$ 0.7100	\$ 0.00
71	Welding Tip Cleaner	0.00	Each	\$ 1.9500	\$ 0.00
72	6MFA #6 Heating Rosebud, Acetylene, Victor	0.00	Each	\$ 52.2500	\$ 0.00
73	MIG Nozzle 1/2 STD Flush ESAB	0.00	Each	\$ 6.6500	\$ 0.00
74	Contact Tip .045 ESAB MIG	0.00	Each	\$ 0.4400	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: 114212 Vendor Alternate ID: 226  C & C Oxygen Company Inc 3615 Rossville Blvd Chattanooga, TN 37407
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PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541660</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
75	Flap Disc 4 1/2" x 7/8" Z60 Weiler Tiger Disc	0.00	Each	\$ 2.5000	\$ 0.00
76	33 lb Forklift Propane Flammable Liquid	0.00	Each	\$ 16.5000	\$ 0.00
77	Gloves, Work Econ. Leather Palm Gray Shoulder Split Cowhide	0.00	Each	\$ 1.5000	\$ 0.00
78	Contact Tip .035 Miller	0.00	Each	\$ 0.3500	\$ 0.00
79	TIG Glove Medium Pearl Kidskin 4" Cuff Tillman	0.00	Each	\$ 9.1900	\$ 0.00
80	Industrial Gases Not Listed above; Cost + 5 % Markup	0.00	Each	\$ 1.0000	\$ 0.00
81	Welding Supplies Not Listed Above; Cost + 10 % Markup	0.00	Each	\$ 1.0000	\$ 0.00
82	Delivery Charge	0.00	Each	\$ 10.0000	\$ 0.00
83	Haz Charge	0.00	Each	\$ 3.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

December 6, 2017

Mr. Justin Holland  
Administrator, Public Works Department  
Fleet Management Division  
1250 Market Street, Suite 2100  
Chattanooga, TN 37402

**Subject: Contract Renewal of Blanket PO No. 541758 – Vehicle Oils, Lubricants & Fluids – Fleet Management Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 541758 for Vehicle Oils, Lubricants & Fluids, Fleet Management Division, Public Works Department. The City of Chattanooga is renewing the first (1<sup>st</sup>) contract renewal option for twelve (12) months through January 17, 2019, with one (1) renewal option remaining, for an estimated annual amount of \$150,000. A copy of the signed letter from vendor and a copy of the contract are enclosed.

The original invitation to bid was sent to fourteen (14) vendors as well as formally advertised. Bids were received from four (4) vendors. Bids are retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 541758 for Vehicle Oils, Lubricants & Fluids to Hunter Oil Company, Inc., 2009 S. Highland Park Avenue, Chattanooga, TN 37404.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

Attachments



# City of Chattanooga

Mayor Andy Berke

November 17, 2017

Hunter Oil Company, Inc.  
Attn: Charlie Hunter  
2009 S. Highland Park Avenue  
Chattanooga, TN 37404

Subject: 541758 – Vehicle Oils, Lubricants & Fluids

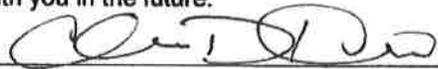
Dear Mr. Hunter:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same contracted price(s).

The new expiration date will be January 17, 2019.

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov) if you agree to renewal.

As always, we appreciate the good service you have rendered in the past, and we look forward to working with you in the future.

Signed:  Date: 11/17/17

Sincerely,



Mark McKeel, Buyer  
City of Chattanooga  
Phone: (423) 643-7236 Fax: (423) 643-7244

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16360
	Hunter Oil Co Inc 2009 S Highland Park Ave Chattanooga, TN 37404

PO Date: 13-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>541758</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 144175 / 304496 Ordering Dept.: Fleet Management Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Vehicle Oils, Lubricants & Fluids  ATTACHMENTS: City of Chattanooga (COC) Terms and Conditions posted on Website <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 can't download call buyer for a copy.  This Shall Be A Twelve (12) Month Blanket Contract To Supply Oils, Lubricants and Fluids to Fleet Management and Other Departments within the City of Chattanooga.  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.  **** 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.  *** Please Note: If there is a product change in the product, please notify Fleet Management for approval.  If there is a change in the way product is sold, please notify Fleet Management and Purchasing for approval					

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# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16360  Hunter Oil Co Inc 2009 S Highland Park Ave Chattanooga, TN 37404
----------------------------------------	----------------------------------------------------------------------------------------------------------------------------

PO Date: 13-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541758</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor	Requisition Number	Bid Number								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Line Nbr</th> <th style="width: 40%;">Item ID - Item Description</th> <th style="width: 10%;">Quantity</th> <th style="width: 10%;">Unit</th> <th style="width: 10%;">Unit Price</th> <th style="width: 10%;">Total</th> </tr> </thead> </table> <p>                             QUANTITIES ARE ESTIMATES ONLY THE CITY OF CHATTANOOGA SHALL                              GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING                              THE LIFETIME OF THE CONTRACT.                              ATTACHMENTS:                               Purchase Order issued in accordance with Hunter Oil Company bid                              received on December 14, 2016 is hereby made part of this contract                               City Council approved on January 10, 2017                               Contract dates: January 18, 2017 to January 17, 2018                               Vendor Contact: Charlie Hunter                              Toll Free No.: 800-607-4066                              Fax No.: 423-622-0121                              E-mail: charliehunter@hunteroil.net                         </p> <p>                             The undersigned hereby agrees to perform the services in accordance with the terms and conditions as set forth in this Purchase Order, the City of Chattanooga Standard Terms                              &amp; Conditions, and the bid or quotation.                         </p> <table style="width: 100%;"> <tr> <td style="width: 35%;">                             Representative: <u><i>Charlie Hunter</i></u>                              Title: <u>President</u>                              Date: <u>1/13/17</u> </td> <td style="width: 65%;">                             Agreed to and accepted by:                              CITY OF CHATTANOOGA, TENNESSEE                              Name/Title: <u><i>Mark McKeel, Buyer</i></u>                              Department: <u>PURCHASING</u> </td> </tr> </table>	Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total	Representative: <u><i>Charlie Hunter</i></u> Title: <u>President</u> Date: <u>1/13/17</u>	Agreed to and accepted by: CITY OF CHATTANOOGA, TENNESSEE Name/Title: <u><i>Mark McKeel, Buyer</i></u> Department: <u>PURCHASING</u>		
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total					
Representative: <u><i>Charlie Hunter</i></u> Title: <u>President</u> Date: <u>1/13/17</u>	Agreed to and accepted by: CITY OF CHATTANOOGA, TENNESSEE Name/Title: <u><i>Mark McKeel, Buyer</i></u> Department: <u>PURCHASING</u>									

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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16360
	Hunter Oil Co Inc 2009 S Highland Park Ave Chattanooga, TN 37404

PO Date: 13-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541758</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	12 Quart Case Dextron III Automatic Transmission Fluid, Multi-Purpose; Mfg: Phillips 66	0.00	Case	\$ 17.8500	\$ 0.00
3	12 Quart Case Engine Oil CK4 Compatible 15W40; Mfg: Phillips 66	0.00	Case	\$ 22.7100	\$ 0.00
4	12 Quart Case Form 4 SAE 5w30 Motor Oil; Mfg: Phillips 66	0.00	Case	\$ 17.6500	\$ 0.00
5	12 Quart Case 5W20 Motor Oil; Mfg: Phillips 66	0.00	Case	\$ 17.6500	\$ 0.00
6	12 Quart Case PSDFS80 Power Service Diesel Fuel Supplement; Mfg: Powerservice	0.00	Case	\$ 58.9600	\$ 0.00
7	14 oz Tube Lithium Complex Synthetic Grease, Extreme Pressure, Rust and Oxidation Additives; Mfg: Phillips 66	0.00	Tube	\$ 3.9000	\$ 0.00
8	400 lb Drum AW32 NGLI 1 Grease; Mfg: Phillips 66	0.00	Drum	\$ 630.0000	\$ 0.00
9	55 Gallon Drum AW32 Hydraulic Oil; Mfg: Phillips 66	0.00	Drum	\$ 189.0000	\$ 0.00
11	55 Gallon Drum Engine Oil CK4 Compatible 15W40; Mfg: Phillips 66	0.00	Drum	\$ 367.0000	\$ 0.00
12	55 Gallon Drum Form 4 SAE 10W30 Motor Oil; Mfg: Warren	0.00	Drum	\$ 209.7500	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16360
	Hunter Oil Co Inc 2009 S Highland Park Ave Chattanooga, TN 37404

PO Date: 13-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541758</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
13	6 Gallon Case Dex-Cool Orange Antifreeze Spec WSSM97B44D; Mfg: Shell	0.00	Case	\$ 48.0000	\$ 0.00
14	6 Gallon Case Low Silicate 50/50 Blue Extended Service Antifreeze Spec ASTM D3306; Mfg: Powergard HD 750,000 Mile	0.00	Case	\$ 31.5000	\$ 0.00
15	6 Gallon Case Low Silicate Green Antifreeze Spec ASTM D3306; Powergard Green	0.00	Case	\$ 31.5000	\$ 0.00
16	6 Gallon Case Motorcraft Premium Gold Antifreeze Spec WSSM97B51A1; Mfg: Shell	0.00	Case	\$ 47.0000	\$ 0.00
17	Bulk AW46 Hydraulic Oil; Mfg: Phillips 66	0.00	Gallon	\$ 3.0500	\$ 0.00
18	Bulk Dextron III Automatic Transmission Fluid; Mfg: Warren	0.00	Gallon	\$ 3.2000	\$ 0.00
20	Bulk Engine Oil CK4 Compatible 15W40; Mfg: Phillips 66	0.00	Gallon	\$ 5.8000	\$ 0.00
21	Bulk MV32 Hydraulic Fluid; Mfg: Phillips 66	0.00	Gallon	\$ 3.0500	\$ 0.00
22	Bulk Transynd Synthetic Transmission Fluid, BP Transynd branded Product (Allison TES-295 approved; Mfg: Phillips 66	0.00	Gallon	\$ 16.9900	\$ 0.00
23	Diesel Exhaust Fluid Additive DEF/UREA; Mfg: Yara	0.00	Gallon	\$ 0.9500	\$ 0.00

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

<b>V E N D O R</b>	Vendor Number: Vendor Alternate ID: 16360
	Hunter Oil Co Inc 2009 S Highland Park Ave Chattanooga, TN 37404

PO Date: 13-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number 541758</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor			Requisition Number		Bid Number
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
24	HD00 Motor Grease, 35 lb Drum; Mfg: Phillips 66	0.00	Drum	\$ 67.0000	\$ 0.00
25	HDZ68 Hydraulic Fluid, 5 Gallon Pail; Phillips 66	0.00	Each	\$ 23.0000	\$ 0.00
26	Pint Brake Fluid; Mfg: Super-S	0.00	Pint	\$ 1.3000	\$ 0.00
27	Pint Power Steering Fluid; Mfg: Super-S	0.00	Pint	\$ 1.2000	\$ 0.00
28	Quart Brake Fluid; Mfg: Super-S	0.00	Quart	\$ 2.5400	\$ 0.00
29	Quart Power Steering Fluid; Mfg: Super-S	0.00	Quart	\$ 19.5200	\$ 0.00
30	Other Oils, Lubricants and Fluids Not List at Cost + 2 % Markup	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

December 6, 2017

Mr. Justin Holland  
Administrator, Public Works Department  
Fleet Management Division  
1250 Market Street, Suite 2100  
Chattanooga, TN 37402

**Subject: Contract Renewal of Blanket PO No. 541659 – Elgin Street Sweeper & Vactor Sewer Cleaner OEM Parts and Service – Fleet Management Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to renew Blanket PO No. 541659 for Elgin Street Sweeper & Vactor Sewer Cleaner OEM Parts and Service, Fleet Management Division, Public Works Department. The City of Chattanooga is renewing the first (1<sup>st</sup>) contract renewal option for twelve (12) months through January 10, 2019, with one (1) renewal option remaining, for an estimated annual amount of \$25,000. A copy of the signed letter from vendor and a copy of the contract are enclosed.

TCA 6-56-304.2 allows this single source blanket contract exempted from the usual advertising and bidding requirements. Bid is retained on file in the Purchasing Office for your review upon request.

I recommend renewing Blanket PO No. 541659 for Elgin Street Sweeper & Vactor Sewer Cleaner OEM Parts and Service to Sansom Equipment Company, Inc., 1225 Vanderbilt Road, Huntsville, AL 35234.

Respectfully yours,

Bonnie Woodward  
Director of Purchasing

BW/mlm

#### Attachments



City of Chattanooga  
Mayor Andy Berke

November 17, 2017

Sansom Equipment Company, Inc.  
Attn: Zane Kilgo  
1225 Vanderbilt Road  
Huntsville, AL 35234

Subject: 541659 – Elgin Street Sweeper & Vactor Sewer Cleaner OEM Parts and Service

Dear Mr. Kilgo:

The City of Chattanooga would like to extend the above referenced contract for an additional twelve (12) months at the same contracted price(s).

The new expiration date will be January 10, 2019.

Please render the appropriate signature below and return via fax to 423-643-7244 or by email to [mmckeel@chattanooga.gov](mailto:mmckeel@chattanooga.gov) if you agree to renewal.

As always, we appreciate the good service you have rendered in the past, and we look forward to working with you in the future.

Signed: \_\_\_\_\_

Date: 11-17-17

Sincerely,

Handwritten signature of Mark McKeel in cursive script.

Mark McKeel, Buyer  
City of Chattanooga  
Phone: (423) 643-7236 Fax: (423) 643-7244

September 9, 2016

City of Chattanooga

To Whom It May Concern:

Thank you and everyone involved within the City for the interest in our Elgin street sweeper(s) and/or Vactor sewer trucks. Sansom Equipment Company is the sole source provider for Elgin street sweepers and Vactor sewer trucks/trailers in the State of Tennessee. Sansom Equipment Company is the only factory authorized sales and service center for Elgin & Vactor products, parts and service in the state. They are also the only certified Elgin and Vactor Refurbish Center for the State of Tennessee.

This statement is submitted on behalf of Federal Signal Corporation, Elgin Sweeper Company, Vactor Manufacturing and Sansom Equipment Company, Inc. If you have any questions or concerns regarding this matter, please do not hesitate to call me.

Sincerely,



Bob Sangalli  
Regional Sales Manager  
Vactor Manufacturing  
(847) 778-8135  
[bsangalli@fsepg.com](mailto:bsangalli@fsepg.com)

**VECTOR**<sup>®</sup>

**ELGIN**

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 733218 Vendor Alternate ID: 413  Sansom Equipment Co P O Box 360041 Birmingham, AL 35236
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PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>541659</b>  INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
Requisition / Bid No.: 138475 / 304330 Ordering Dept: Fleet Management Buyer: Mark McKeel Phone No.: 423-643-7236  Items Being Purchased: Elgin Street Sweeper and Vaclor Sewer Cleaner OEM Parts & Service  ATTACHMENTS: 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  This Shall Be A Twelve (12) Month Blanket Contract To Supply Elgin Street Sweeper and Vaclor Sewer Cleaner OEM Parts & Service to Fleet Management, 12th Street Garage  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.  **** 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.					

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

<b>V E N D O R</b>	Vendor Number 733218 Vendor Alternate ID: 413	PO Date: 06-JAN-17 Buyer: Mark McKeel FOB: DESTINATION Terms: Immediate	Purchase Order Number <b>541659</b>
	Sansom Equipment Co P O Box 360041 Birmingham, AL 35236		INVOICES: Direct invoices in DUPLICATE to the Invoice address shown below.

<b>S H I P T O</b>		<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402

Requestor		Requisition Number	Bid Number		
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
<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>Purchase Order issued in accordance with Sansom Equipment Company Inc. bid received on December 19, 2016 is hereby made part of this contract.</p> <p>City Council approved on January 3, 2017</p> <p>Vendor Contact: Zane Kigo Phone No: 205-324-3104 Toll Free No: 800-501-0757 Fax No: 205-324-2679 E-mail: zane.kigo@secequip.com</p> <p>The undersigned hereby agrees to perform the services in accordance with the terms and conditions as set forth in this Purchase Order, the City of Chattanooga Standard Terms &amp; Conditions, and the bid or quotation.</p> <p>Representative: <u>[Signature]</u> Agreed to and accepted by Title: <u>Vice President</u> CITY OF CHATTANOOGA, TENNESSEE Date: <u>1-6-17</u> Name/Title: <u>Mark McKeel, Buyer</u> Department: <u>PURCHASING</u></p>					

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

<b>V E N D O R</b>	Vendor Number: 733218 Vendor Alternate ID: 413  Sansom Equipment Co P O Box 360041 Birmingham, AL 35236
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
1	Elgin Sweeper OEM Part al - 12 % discount (-)	0.00	Each	\$ 1.0000	\$ 0.00
2	Vactor Sewer Cleaner OEM Part al - 12 % discount (-)	0.00	Each	\$ 1.0000	\$ 0.00
3	Labor for In-House Repairs	0.00	Hour	\$ 95.0000	\$ 0.00
4	Labor for Service Call Repairs in Field	0.00	Hour	\$ 95.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

December 4, 2017

Mr. Justin Holland, Administrator  
Public Works Department  
Development Resource Center  
1250 Market Street – Suite 2100  
Chattanooga, TN 37402

**Subject: 160949/304906 – Hydraulic Equipment Repair Services – Waste Resources  
Division – Public Works Department**

Dear Mr. Holland:

Council approval is recommended to issue a blanket contract for Hydraulic Equipment Repair Services for the Waste Resources Division of the Public Works Department. The contract term will be for twelve (12) months with the option to renew for two (2) additional twelve (12) month periods. The estimated annual expenditure for the contract is \$200,000.

The invitation to bid was sent to nine (9) vendors as well as formally advertised. Four (4) responses were received as shown below and on the attachment. Copies of the bids are retained on file and available for review in the Purchasing Office upon request.

Bidders

Signal Industrial Products  
SunSource

Tri-State Hydraulics, Inc.  
Advanced Electronic Services, Inc.

I recommend awarding this blanket contract to Signal Industrial Products, 1601 Cowart St., Chattanooga, TN 37408. Signal Industrial Products offers the lowest bid which meets the specifications for the City of Chattanooga.

Respectfully,

Bonnie Woodward  
Director of Purchasing

Bid Tabulation -

RFQ # 304906

Hydraulic Repair Services

Item #	Item	Signal Industrial Products		Tri-State Hydraulics, Inc.		Sun Source		Advanced Electronic Services	
		Unit Price		Unit Price		Unit Price		Unit Price	
1	Labor	\$65.00		\$80.00		\$85.00		\$95.00	
2	Labor - Overtime	\$65.00		\$100.00		\$102.00		\$145.00	
3	Repair & Replacement Parts & Materials - %		15%		15%		Avg. 35% Discount		20%

Hydraulic Repair Services – Requisition 160949

Tri-State Hydraulics  
PO Box 5067  
Chattanooga, TN 37406

Air & Hydraulic Equipment  
821 E. 11th Street  
Chattanooga, TN 37403

Creswell Richardson  
900 Appling St.  
Chattanooga, TN 37406

Signal Industrial Products  
1601 Cowart St.  
Chattanooga, TN 37408

River City Hydraulics Inc.  
3131 Fleetbrook  
Memphis, TN 38116

Hydraulic Supply Co.  
5959 Shallowford Rd #111  
Chattanooga, TN 37421

Motion Industries  
3740 Powers Court, Ste 400  
Chattanooga, TN 37416

H&H Hydraulics  
8414 E. Gulf View Dr.  
Soddy Daisy, TN 37379

BDI  
1051 Lee St.  
Knoxville, TN 37917



# City of Chattanooga

Mayor Andy Berke

December 6, 2017

Mr. Justin Holland, Administrator  
Public Works Department  
Development Resource Center  
1250 Market Street – Suite 2100  
Chattanooga, TN 37402

**Subject: 163474 – Fairbanks Morse Rotating Assemblies and Impeller Wear Ring –  
Waste Resources Division – Public Works Department**

Dear Mr. Holland:

**Council approval is recommended for the purchase of two (2) Fairbanks Morse Rotating Assemblies and Impeller Wear Ring for the Waste Resources Division of the Public Works Department. This equipment will be used in a Fairbanks Morse pump at the Tiftonia Pump Station.**

**This sole source purchase from Guthrie Sales & Service will be in the amount of \$30,132. Guthrie Sales & Service is the exclusive municipal distributor for Fairbanks Morse Pumps in Tennessee. A written quotation from Guthrie Sales & Service is attached.**

**TCA 6-56-304.2 allows for this single source purchase exempted from the usual advertising and bidding procedures.**

**I recommend awarding this contract to Guthrie Sales and Service in the amount of \$30,132.**

Respectfully,

**Bonnie Woodward  
Director of Purchasing**



**PENTAIR FLOW TECHNOLOGIES**

Fairbanks Nijhuis  
+1.913.371.5000 main  
+1.913.371.4025 fax

3601 Fairbanks Avenue  
P.O. Box 6999  
Kansas City, KS 66106  
United States  
[www.fairbanksnijhuis.com](http://www.fairbanksnijhuis.com)

December 6, 2017

City of Chattanooga

Subject... Fairbanks Nijhuis Distributor Authorization

Please be advised that Guthrie Sales is the exclusive distributor for Fairbanks Morse Municipal Pump products for the state of Tennessee.

Fairbanks Nijhuis will sell only to Guthrie Sales per our contractual agreement. Please send all Requests to:

Guthrie Sales & Service  
7003 Chadwick Dr #300  
Brentwood, TN 37027

Thank you for your interest in Fairbanks Nijhuis Pump's products.

Yours truly,

A handwritten signature in cursive script that reads "Debra L. Smith".

Debra L. Smith  
Manager, Inside Sales

CC: Paul Jezuit



**GUTHRIE**  
**SALES & SERVICE**

WATER AND WASTEWATER  
TREATMENT EQUIPMENT

7003 Chadwick Drive, Suite #300  
Brentwood, TN 37027

Office Phone: (615)-377-3950

**QUOTATION**

DATE: December 1, 2017

ATTN: William Saxton  
Chattanooga

RE: Tiftonia 2  
Fairbanks SN K3K1-053748

Terms: Net 30

Freight: Freight NOT  
Included

<u>QTY</u>	<u>DESCRIPTION</u>	<u>Net Ea.</u>	<u>Total</u>
1	COMPLETE ROTATING ASSEMBLY TO INCLUDE DYNAMIC BALANCE CCW IMPELLER & STAINLESS WEAR RINGS. 460V 50 HP	\$ 19,733.00	\$ 19,733.00
1	CW IMPELLER	\$ 9,583.00	\$ 9,583.00
1	IMPELLER WEAR RING	\$ 816.00	\$ 816.00
TOTAL			\$ 30,132.00

Guthrie Sales is pleased to offer the above service/material and the prices with lead times quoted. If you have any questions or concerns regarding this quotation please contact us immediately.

Sincerely,

Chris Jones

(615) 478-8190

chris@jtguthrie.com



# City of Chattanooga

Mayor Andy Berke

December 1, 2017

**Mr. Justin Holland, Administrator  
Public Works Department  
Development Resource Center  
1250 Market Street – Suite 2100  
Chattanooga, TN 37402**

**Subject: 536788– Blanket Contract Renewal: Sanitary Sewer Installation and Repair Services – Waste Resources Division - Public Works Department**

**Dear Mr. Holland:**

**Council approval is recommended to renew the blanket contract for Sanitary Sewer Installation and Repair Services for the Waste Resources Division of the Public Works Department. This blanket contract with Talley Construction Co., Inc. started in February 2016 and to date has provided \$1,249,276 of service for the City of Chattanooga. Annual usage of this blanket contract is expected to remain approximately \$1,000,000 per year.**

**The original invitation to bid was sent to nine (9) vendors as well as formally advertised. One (1) response was received from Talley Construction Co., Inc. A copy of the bid is retained on file and available for review in the Purchasing Office upon request.**

**I recommend renewing this blanket contract with Talley Construction Co., Inc., 1751 McFarland Ave., Rossville, GA 30741 for a one (1) year term through February 2019. There are no remaining options for contract renewal beyond 2019.**

**Respectfully yours,**

**Bonnie Woodward  
Director of Purchasing**

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 276964 Vendor Alternate ID: 3868  <b>Talley Construction Co Inc</b> 1751 Mcfarland Ave P O Box 357 Rossville, GA 30741
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PO Date: 04-FEB-16 Buyer: Geoffrey Hipp FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>536788</b>  INVOICES: Direct invoices in DUPLICATE to the invoice address shown below.
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<b>S H I P T O</b>	
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor		Requisition Number		Bid Number	
<b>Line Nbr</b>	<b>Item ID - Item Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Total</b>
Requisition No.: 128412 Ordering Dept.: Waste Resources Buyer: Geoffrey Hipp 423-643-7233 ..... <b>DESCRIPTION:</b> This shall be a twelve (12) month blanket contract for Sanitary Sewer Installation and Repair Services for the Waste Resources Division. The contract 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 Written Confirmation by both parties at least 30 days prior to the contract's current expiration date into any successive term as provided herein. ..... <b>NOTES:</b> The bid submitted by Talley Construction Company Inc. dated 1-14-16 is hereby made a part of this contract. Payment Terms: Net 30 days Delivery Terms: As Needed ..... <b>PRICE ESCALATION CLAUSE:</b> All prices under this contract shall remain fixed during each twelve (12) month contract period. If as a result of a general change in prices or discounts, the contractor has changed prices to all of its customers, then, at the time of contract renewal, the price under this contract may be adjusted accordingly after acceptance. All price increases must be justified by providing a copy of the prevailing labor wage or material cost increases. Prompt notice of price changes (increases or reductions) must be furnished to the Purchasing Agent at least 30 days prior to the requested effective date and the prices for these services/materials shall remain firm for twelve (12) months. The effective date of price increases shall be the date the Purchasing Agent accepts the price changes or the effective date of increase stated by contractor's notice to Purchasing Agent, whichever is later. ..... APPROVED BY CITY COUNCIL ON FEBRUARY 2, 2016 ..... <b>CONTRACT BEGINNING/ENDING DATES:</b> 2-5-2016 TO 2-5-2017 ..... Vendor Contact: Mike Rose Phone: 706-866-0596 Fax: 706-866-0624					

\*\*\*\*\* NOTICE \*\*\*\*\*

This Purchase Order ("Agreement") is a binding agreement between the City of Chattanooga and the Vendor. This Purchase Order shall be governed by the following documents: (1) Purchase Order; (2) City of Chattanooga Purchase Order Standard Terms and Conditions; (3) Vendor's response to the bid or quotation; and (4) terms and conditions set forth in the bid or quotation, each of which is hereby incorporated herein by reference and becomes a part of this Agreement. In the event any conflict of terms arises, the terms controlling the Agreement shall be in the order provided hereinabove. This Purchase Order is valid only when signed or electronically approved by the Finance Officer.

Electronic approval is on record in the purchasing information system which asserts that unencumbered appropriation is available to meet the expenditure covered by this Purchase Order; and further authorizes payment upon proper certification of receipt of goods and/or services.

# Purchase Order BLANKET



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

<b>V E N D O R</b>	Vendor Number: 276964 Vendor Alternate ID: 3868  Talley Construction Co Inc 1751 Mcfarland Ave P O Box 357 Rossville, GA 30741
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PO Date: 04-FEB-16 Buyer: Geoffrey Hipp FOB: DESTINATION Terms: Immediate	<b>Purchase Order Number</b> <b>536788</b>  INVOICES: Direct invoices in DUPLICATE to the invoice address shown below.
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
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Requestor		Requisition Number			Bid Number
Line Nbr	Item ID - (Item Description)	Quantity	Unit	Unit Price	Total
1	Crew Superintendent/Project Manager	0.00	Hour	\$ 60.0000	\$ 0.00
2	Crew Superintendent/Project Manager (Overtime)	0.00	Hour	\$ 90.0000	\$ 0.00
3	Crew Supervisor	0.00	Hour	\$ 45.0000	\$ 0.00
4	Crew Supervisor (Overtime)	0.00	Hour	\$ 67.5000	\$ 0.00
5	Heavy Equipment Operator	0.00	Hour	\$ 30.0000	\$ 0.00
6	Heavy Equipment Operator (Overtime)	0.00	Hour	\$ 45.0000	\$ 0.00
7	Truck Driver	0.00	Hour	\$ 28.0000	\$ 0.00
8	Truck Driver (Overtime)	0.00	Hour	\$ 42.0000	\$ 0.00
9	Laborer	0.00	Hour	\$ 28.0000	\$ 0.00
10	Laborer (Overtime)	0.00	Hour	\$ 42.0000	\$ 0.00

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<b>V E N D O R</b>	Vendor Number: 276964 Vendor Alternate ID: 3868
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Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
11	Parts and materials 18% markup over cost	0.00	Each	\$ 1.0000	\$ 0.00
12	Excavator (70,000-90,000lbs)	0.00	Hour	\$ 85.0000	\$ 0.00
13	Crew/Support Pickup	0.00	Hour	\$ 20.0000	\$ 0.00
14	Excavator (90,000-105,000lbs)	0.00	Hour	\$ 125.0000	\$ 0.00
15	Excavator (60,000-70,000lbs)	0.00	Hour	\$ 75.0000	\$ 0.00
16	Excavator (50,000-60,000lbs)	0.00	Hour	\$ 70.0000	\$ 0.00
17	Excavator (20,000-30,000lbs)	0.00	Hour	\$ 45.0000	\$ 0.00
18	Excavator (15,000-20,000lbs)	0.00	Hour	\$ 42.5000	\$ 0.00
19	2x4 Backhoe (15,000-22,000lbs)	0.00	Hour	\$ 42.5000	\$ 0.00
20	4x4 Backhoe (15,000-22,000lbs)	0.00	Hour	\$ 42.5000	\$ 0.00

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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
21	Tri-axle Dump Truck (16 cu yd minimum)	0.00	Hour	\$ 82.5000	\$ 0.00
22	Tandem Axle Dump Truck (14 cu yd minimum)	0.00	Hour	\$ 82.5000	\$ 0.00
23	Single Axle Dump Truck (6 cu yd minimum)	0.00	Hour	\$ 65.0000	\$ 0.00
24	Skid Steer Loader (3000 lb operating capacity)	0.00	Hour	\$ 37.0000	\$ 0.00
25	Compact Track Loader 4200 lb (operating capacity)	0.00	Hour	\$ 42.0000	\$ 0.00
26	Compact Track Loader with Hydraulic Mulching Head Attachment	0.00	Hour	\$ 80.0000	\$ 0.00
27	Tow Behind Air Compressor (185 CFM)	0.00	Hour	\$ 17.0000	\$ 0.00
28	Jackhammer (90 lb)	0.00	Hour	\$ 4.0000	\$ 0.00
29	Trench Roller (Self Propelled)	0.00	Hour	\$ 31.0000	\$ 0.00
30	Trash Pump (3-Inch)	0.00	Hour	\$ 5.0000	\$ 0.00

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101 East 11th Street, Suite G13  
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<b>I N V O I C E</b>	Accounts Payable Division City of Chattanooga 101 East 11th Street, Suite 101 Chattanooga, TN 37402
----------------------------------------------	--------------------------------------------------------------------------------------------------------------

Requestor		Requisition Number		Bid Number	
Line Nbr	Item ID - Item Description	Quantity	Unit	Unit Price	Total
31	Vibratory Tamp	0.00	Hour	\$ 9.0000	\$ 0.00
32	Smooth Drum Roller (36-Inch wide minimum)	0.00	Hour	\$ 47.0000	\$ 0.00
33	Straw Blower	0.00	Hour	\$ 25.0000	\$ 0.00
34	Walk-Behind Pavement Cutter	0.00	Hour	\$ 45.0000	\$ 0.00
35	Stackable Trench Box	0.00	Hour	\$ 9.0000	\$ 0.00
36	Rental equipment 18% mark-up over cost + Fuel at market price	0.00	Each	\$ 1.0000	\$ 0.00

**TOTAL: \$ .00**

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# City of Chattanooga

Mayor Andy Berke

December 5, 2017

**Mr. Justin Holland**  
Administrator  
Public Works Department  
Development Resource Center  
1250 Market Street – Suite 2100  
Chattanooga, TN 37402

**Subject: 160284/304892 – High Visibility Work Clothing – Public Works/City Wide Services**

**Dear Mr. Holland:**

**Council approval is recommended to issue an annual blanket contract. The proposed contract will cover High Visibility Work Clothing for City Wide Services/Public Works Department. The contract term will be for twelve (12) months with the option to renew for two (2) additional twelve (12) month period.**

**The invitation to bid was sent to six (6) vendors as well as formally advertised. Three (3) responses were received as shown below. A spreadsheet has been prepared and attached for your review and consideration. Copies of the bids are retained on file and available for your review in the Purchasing Office upon request.**

<u>Bidder</u>	<u>Bid Total</u>
Reflective Apparel Factory, Inc.	\$29,799.75 (Incomplete Bid)
Cintas	\$31,046.25
CMS Uniforms & Equip., Inc.	\$59,302.50

December 5, 2017

Page 2

**Subject: 160284/304892 – High Visibility Work Clothing – Public Works/City Wide Services**

**I recommend awarding this blanket contract in the estimated annual amount of \$40,000.00, to Cintas, as the lowest bid fully meeting specifications for the City of Chattanooga.**

**The initial apparent low bid submitted by Reflective Apparel Factory, Inc., was considered non-responsive since the bid was incomplete.**

**Respectfully yours,**



**Bonnie Woodward  
Director of Purchasing**

**DT/dp**

**Attachment**

**Vendor Information:**

**Cintas  
2131 Polymer Drive  
Chattanooga, TN 34721**

Bid Tabulation - Bid 160284/304892

High Visibility Work Clothing

Item #	Unit	Cintas		Reflective Apparel Factory, Inc.		CMS Uniforms & Equip., Inc.	
		Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
1	75	\$ 19.20	\$ 1,440.00	\$ 19.25	\$ 1,443.75	\$ 32.80	\$ 2,460.00
2	75	\$ 19.20	\$ 1,440.00	\$ 19.25	\$ 1,443.75	\$ 34.80	\$ 2,610.00
3	75	\$ 14.75	\$ 1,106.25	\$ 14.89	\$ 1,116.75	\$ 28.95	\$ 2,171.25
4	75	\$ 14.75	\$ 1,106.25	\$ 14.89	\$ 1,116.75	\$ 30.95	\$ 2,321.25
5	75	\$ 17.65	\$ 1,323.75	\$ 17.70	\$ 1,327.50	\$ 40.25	\$ 3,018.75
6	75	\$ 17.65	\$ 1,323.75	\$ 17.70	\$ 1,327.50	\$ 38.25	\$ 2,868.75
7	75	\$ 50.90	\$ 3,817.50	\$ 50.95	\$ 3,821.25	\$ 65.50	\$ 4,912.50
8	75	\$ 20.90	\$ 1,567.50	\$ 20.95	\$ 1,571.25	\$ 71.00	\$ 5,325.00
9	75	\$ 20.90	\$ 1,567.50	\$ 20.95	\$ 1,571.25	\$ 72.00	\$ 5,400.00
10	75	\$ 49.95	\$ 3,746.25	\$ 51.95	\$ 3,896.25	\$ 115.50	\$ 8,662.50
11	75	\$ 33.90	\$ 2,542.50	\$ 33.95	\$ 2,546.25	\$ 47.50	\$ 3,562.50
12	75	\$ 15.65	\$ 1,173.75	N/A	N/A	\$ 24.95	\$ 1,871.25
13	75	\$ 15.65	\$ 1,173.75	\$ 15.70	\$ 1,177.50	\$ 24.95	\$ 1,871.25
14	75	\$ 15.65	\$ 1,173.75	\$ 15.70	\$ 1,177.50	\$ 24.95	\$ 1,871.25
15	75	\$ 16.65	\$ 1,248.75	\$ 16.70	\$ 1,252.50	\$ 24.95	\$ 1,871.25
16	75	\$ 17.65	\$ 1,323.75	\$ 16.70	\$ 1,252.50	\$ 26.95	\$ 2,021.25
17	75	\$ 17.65	\$ 1,323.75	\$ 16.70	\$ 1,252.50	\$ 27.95	\$ 2,096.25
18	75	\$ 17.65	\$ 1,323.75	\$ 16.70	\$ 1,252.50	\$ 28.95	\$ 2,171.25
19	75	\$ 17.65	\$ 1,323.75	\$ 16.70	\$ 1,252.50	\$ 29.95	\$ 2,216.25
Total			\$ 31,046.25		\$ 29,799.75		59,302.50

# BID SOLICITATION



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

<b>BID OPENING DATE AND TIME:</b> 10-OCT-17 at 2:00 PM <b>BID NUMBER: 304892</b>
<b>BUYER:</b> <b>PHONE #: (423) 643-7230</b> <b>DELIVERY REQUIRED:</b>

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 No.: 160284 Ordering Dept.: Public Works Buyer: Dedra Partridge Phone No.: (423) 643-7237					
Items Being Purchased: High Visibility Work Clothing					
ATTACHMENTS: High Visibility Work Clothing specifications Iran Divestment Act Affirmative Action Plan City of Chattanooga (COC) Terms and Conditions posted on Website <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 can't download call buyer for a copy.					
This Shall Be A Twelve (12) Month Blanket Contract To Supply High Visibility Work Clothing The Contract Term May Be Renewed For Two (2) Additional 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.					
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 October 10, 2017 ***					
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 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 <u>Cintas</u>					

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
 10-OCT-17 at 2:00 PM

**BID NUMBER:** 304892

---

**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.

**V**  
**E**  
**N**  
**D**  
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RFQ

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**T**  
**O**

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
Address: <u>2131 Polymer Dr</u> <u>Chattanooga, TN 37421</u> Phone/Toll-Free No: <u>423-296-6306</u> Fax No: <u>423-894-0245</u> eMail Address: <u>mcguffeyd@cintas.com</u> Contact Person's Name: <u>Dan McGuffey</u> Estimated Delivery: <u>21 days</u> 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: Net 30

TELEPHONE NUMBER: 423-296-6306

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

COMPANY: Cintas

SIGNATURE: [Signature]

NAME AND TITLE: Catalog Sales Manager  
Dan McGuffey

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
10-OCT-17 at 2:00 PM

**BID NUMBER:** 304892

**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
1	Polo Shirt 4 XL	75	Each	\$ 19.20	\$ 1,440
2	Polo Shirt 6 XL	75	Each	\$ 19.20	\$ 1,440
3	Short Sleeve Shirt 5 XL	75	Each	\$ 14.75	\$ 1,106.25
4	Short Sleeve Shirt 6 XL	75	Each	\$ 14.75	\$ 1,106.25
5	Long Sleeve Shirt 6 XL	75	Each	\$ 17.65	\$ 1,323.75
6	Long Sleeve Shirt 5 XL	75	Each	\$ 17.65	\$ 1,323.75
7	Parka 6 XL	75	Each	\$ 50.90	\$ 3,817.50
8	Waterproof Pants 5 XL	75	Each	\$ 20.90	\$ 1,567.50
9	Waterproof Pants 6 XL	75	Each	\$ 20.90	\$ 1,567.50
10	Three Season Jacket 6 XL	75	Each	\$ 49.95	\$ 3,746.25

**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: Net 30

TELEPHONE NUMBER: 423-296-6306

COMPANY: Cintas

SIGNATURE: [Signature]

NAME AND TITLE: Dan Mcbuffey  
Catalog Sales Manager

# BID SOLICITATION



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

**BID OPENING DATE AND TIME:**  
10-OCT-17 at 2:00 PM

**BID NUMBER:** 304892

**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.

**VENDOR**

RFQ

**MAIL TO**

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
11	Sweatshirt 6 XL	75	Each	\$ 33.90	\$2,542.50
12	Short Sleeve Shirt Tall Medium	75	Each	\$ 15.65	\$ 1,173.75
13	Short Sleeve Shirt Tall Large	75	Each	\$ 15.65	\$ 1,173.75
14	Short Sleeve Shirt Tall XL	75	Each	\$ 15.65	\$ 1,173.75
15	Short Sleeve Shirt Tall 2 XL	75	Each	\$ 16.65	\$ 1,248.75
16	Short Sleeve Shirt Tall 3 XL	75	Each	\$ 17.65	\$ 1,323.75
17	Short Sleeve Shirt Tall 4 XL	75	Each	\$ 17.65	\$ 1,323.75
18	Short Sleeve Shirt Tall 5 XL	75	Each	\$ 17.65	\$ 1,323.75
19	Short Sleeve Shirt Tall 6 XL	75	Each	\$ 17.65	\$ 1,323.75

**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: Net 30

TELEPHONE NUMBER: 423-296-6306

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

COMPANY: Cintas

SIGNATURE: [Signature]

NAME AND TITLE: Don McHuffey  
Catalog Sales Manager



# City of Chattanooga

Mayor Andy Berke

December 5, 2017

Chief Phillip Hyman  
Chattanooga Fire Department  
910 Wisdom Street  
Chattanooga, TN 37406

**Subject: Requisition No. 162643 – Quint Fire Apparatus and Equipment – Chattanooga Fire Department**

**Dear Chief Hammond:**

**Council approval is recommended for the purchase of one (1) Quint Fire Apparatus and Equipment as needed by the Chattanooga Fire Department.**

**This purchase is from NJPA State Contract 011714-SFA to Smeal Fire Apparatus Company. A copy of the NJPA Contract and quote are attached. The amount of this purchase will be \$1,077,753.00.**

**TCA 6-56-304.2 allows for this single source purchase exempted from the usual advertising and bidding procedures.**

Respectfully yours,

**Bonnie Woodward  
Purchasing Director**

BW/dp

**Vendor Information:  
Smeal Fire Apparatus Company  
610 West 4<sup>th</sup> Street  
Snyder, NE 68664**

Home > Cooperative Purchasing > Contracts - Fleet > Emergency Vehicles, Fire Trucks and Equipment > Smeal Fire Apparatus



## Smeal Fire Apparatus

**NJPA** AWARDED  
CONTRACT



**Contract#:** 011714-SFA

**Category:** Emergency Vehicles, Fire Trucks and Equipment

**Description:** Fire Fighting Apparatus

**Maturity Date:** 04/10/2018

Smeal Fire Apparatus Co. is a major contributor in the fire and rescue industry and has thousands of trucks and aerial ladders protecting lives and property throughout North America. Their tagline "We Build Respect." reflects their role as a "builder" and subtly conveys their rock-solid reputation for quality and integrity. In 2014, Smeal proudly added two companies to their family. With the addition of Ladder Tower Company (LTC) and US Tanker Co, Smeal now offers the largest selection of aerial models and the finest stainless steel tankers in the industry. In addition, Smeal markets and is authorized to sell Danko Emergency Equipment Co. products through NJPA.

Overview

Contract Documentation

Pricing

Marketing Materials

NJPA Contact Information

### HOW TO PURCHASE

Our step-by-step guide



### Vendor Contact Info

Nicole Sateren

Direct Phone: 402.218.2762

[Nicole.Sateren@spartanmotors.com](mailto:Nicole.Sateren@spartanmotors.com)

[www.smeal.com](http://www.smeal.com)

Stephen Carleton

Direct Phone: (605) 582-4000 EXT

4024

[Stephen.Carleton@spartanmotors.com](mailto:Stephen.Carleton@spartanmotors.com)

[www.smeal.com](http://www.smeal.com)



SMEAL.COM

A SPARTAN MOTORS  
BRAND

PROPOSAL



NJPA Vendor Number: 011714-SFA

Date 12/04/2017

TO: City of Chattanooga Fire Department  
101 East 11th Street, Chattanooga, TN 37402

Dear Sirs:

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution and approval of award of bid, the following apparatus and equipment:

Proposal Description

One (1) Smeal 105-foot Quint Fire Apparatus and Equipment

For the sum of: One Million Seventy-Seven Thousand Seven Hundred Fifty Three

Dollars \$ 1,077,753.00

All of which are to be built in accordance with the Smeal proposed specifications attached, and which are made a part of this proposal agreement, to deliver same Delivery Days 395 calendar days after date of receipt and approval of all submitted documents affiliated with order placement with Smeal Holding LLC, properly executed, subject to all causes beyond our control.

A \$200.00 per day penalty clause will be paid to the Customer if the apparatus is not completed within the above referenced delivery time frame. Any modifications made to apparatus after a signed pre-construction change order or any delays by Customer as noted above may extend the above quoted delivery time frame as determined by Smeal. The penalty clause will stop once apparatus has shipped from Smeal.

The amount named in this proposal shall remain firm for a period of 25 days from the date of same. State and local taxes, if any, are not included above figure. Any and all additional applicable taxes are to be paid by customer upon registration and licensing of vehicle. It is understood by both the Seller and the Buyer that Change Orders executed after contract acceptance may delay delivery. It is understood by both the buyer and the seller that Change Orders executed after contract acceptance may increase or decrease the price. The purchase price herein is based upon all applicable state and federal manufacturing law, regulations, orders, mandates and standards in effect as of the date of this Agreement (hereinafter "Standards") such as, for example, the Standards mandated by the National Fire Protection Association, tentative interim amendments to the National Fire Protection Association Standard, Underwriters Laboratories of Canada, and the Environmental Protection Agency. The purchase price shall be subject to increase due to any state or federal Standards that are adopted, issued or mandated following the date of this Agreement that require the apparatus(es) described above to be manufactured and/or delivered in compliance with such Standard(s).



# City of Chattanooga

## Mayor Andy Berke

December 7, 2017

Lurone Jennings, Administrator  
Department of Youth and Family Development  
501 West 12th Street  
Chattanooga, TN 37402

Subject: R162447 and R163653 – Curriculum Materials for Head Start Centers

Dear Mr. Jennings:

Council approval is recommended to purchase Curriculum Materials for Head Start Centers as needed by the Department of Youth and Family Development. Requisition 162447 is for the purchase of curriculum materials for infants and toddlers, in the amount of \$31,953.69. Requisition 162653 is for the purchase of curriculum materials for preschool children, in the amount of \$73,044.51. Quotations for both purchases are attached.

The Head Start Administrators request the approval of these purchases as sole source purchases. The requested materials are approved under the existing federal Child Care Partnership Grant, and Head Start must have the same curriculum to track the children's development progress. A Sole Source Justification Form is attached. A letter from the vendor is also attached, confirming that these are sole-source products.

TCA 6-56-304.2 allows this single-source purchase to be exempted from the usual advertising and bidding procedures.

I recommend the approval of these purchases from Teaching Strategies., as being in the best interest for the City of Chattanooga.

Respectfully yours,

Bonnie Woodward  
Purchasing Director

BW/wt  
Attachment

Vendor address:

Teaching Strategies, LLC  
4500 East West Highway, Suite 300  
Bethesda, MD 20814

**CHATTANOOGA PURCHASING DIVISION  
SOLE SOURCE JUSTIFICATION FORM**

Sole source purchases are goods and services available from only one supplier, and cannot be procured through the competitive bidding process because of the existence of a single source of supply, or other reason below. Justification for this basis must be provided, per purchase order.

Description of item/service, its function and cost estimate \$ 31,953.69

This is a sole source vendor because:

- Sole provider of proprietary rights, and/or is a licensed or patented good or service.
- Sole provider of items that are repair parts of or upgrades to existing equipment/systems.
- Sole provider of factory-authorized warranty service.
- Sole provider with specialized facilities or technical competence.
- Sole provider of unique equipment or products not offered by others.

Please attach the suggested vendor's letter stating the reasons that it is considered a sole source for the product/service.

What steps were taken to verify that these features are not available elsewhere?  
(Attach any additional explanation)

Other brands/manufacturers were examined (List specific company names, phone numbers and contact names, and explain why there were not suitable)

Other vendors were contacted (List specific company names, phone numbers and contact names, and explain why these were not suitable).

What specific feature makes this item unique and why is this feature needed for your project? The curriculum for Early Head Start is an upgrade to an existing out-dated curriculum that Head Start already has. Per the new federal regulations Head start sites must have updated curriculums. The Child Care Partnership grant already has the new updated curriculum and when reporting to the federal government Head Start must have the same curriculum to track the children's development progressions to show a progressive growth over their time in Head Start. To meet this requirement we must have matching curriculum. This is why it is a sole source.

Suggested Vendor Teaching Strategies

Department YFD-Head Start Contact: Sherry Hutsell

My department's recommendation for sole source is based upon an objective review of the good/service being required and appears to be in the best interest of the City.

Paul Ford \_\_\_\_\_ 11/10/17  
Department Head's Signature Date

**CHATTANOOGA PURCHASING DIVISION  
SOLE SOURCE JUSTIFICATION FORM**

Sole source purchases are goods and services available from only one supplier, and cannot be procured through the competitive bidding process because of the existence of a single source of supply, or other reason below. Justification for this basis must be provided, per purchase order.

Description of item/service, its function and cost estimate \$ 73,044.51

This is a sole source vendor because:

- Sole provider of proprietary rights, and/or is a licensed or patented good or service.
- Sole provider of items that are repair parts of or upgrades to existing equipment/systems.
- Sole provider of factory-authorized warranty service.
- Sole provider with specialized facilities or technical competence.
- Sole provider of unique equipment or products not offered by others.

Please attach the suggested vendor's letter stating the reasons that it is considered a sole source for the product/service.

What steps were taken to verify that these features are not available elsewhere?  
(Attach any additional explanation)

Other brands/manufacturers were examined (List specific company names, phone numbers and contact names, and explain why there were not suitable)

Other vendors were contacted (List specific company names, phone numbers and contact names, and explain why these were not suitable).

What specific feature makes this item unique and why is this feature needed for your project? The curriculum for Early Head Start is an upgrade to an existing out-dated curriculum that Head Start already has. Per the new federal regulations Head start sites must have updated curriculums. The Child Care Partnership grant already has the new updated curriculum and when reporting to the federal government Head Start must have the same curriculum to track the children's development progressions to show a progressive growth over their time in Head Start. To meet this requirement we must have matching curriculum. This is why it is a sole source.

Suggested Vendor Teaching Strategies

Department YFD-Head Start Contact: Sherry Hutsell





Teaching Strategies®  
for Early Childhood

4500 East West Highway • Suite 300 • Bethesda, MD 20814  
Phone 301-634-0818 • Fax 301-657-0250

[www.TeachingStrategies.com](http://www.TeachingStrategies.com)

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December 5, 2017

Chandra Sutherland  
Head Start Education Coordinator  
City of Chattanooga Head Start  
2302 Ocoee Street  
Chattanooga, Tennessee 37406

Dear Ms. Sutherland:

This letter is to confirm that *The Creative Curriculum*® for Preschool and *The Creative Curriculum*® for Infants, Toddlers and Twos are sole source products. Teaching Strategies, LLC is the owner, developer, and copyright holder of *The Creative Curriculum*® for Preschool and *The Creative Curriculum*® for Infants, Toddlers and Twos. Teaching Strategies, LLC holds the trademarks for components, training curriculum materials, and methodologies for *The Creative Curriculum*® for Preschool and *The Creative Curriculum*® for Infants, Toddlers and Twos. *The Creative Curriculum*® for Preschool and *The Creative Curriculum*® for Infants, Toddlers and Twos are sold and distributed exclusively by Teaching Strategies, LLC. These products must be purchased directly from Teaching Strategies, LLC.

Teaching Strategies, LLC is also the sole source provider of all the products and components associated with all professional development relating to *The Creative Curriculum*® for Preschool and *The Creative Curriculum*® for Infants, Toddlers and Twos. Professional development on *The Creative Curriculum*® for Preschool and *The Creative Curriculum*® for Infants, Toddlers and Twos are available through on-site training provided by our Professional Development Network and online courses offered by Teaching Strategies, LLC.

Please do not hesitate to contact me should you have any questions about our curriculum system or professional development services.

Sincerely,

Heather O'Shea  
Chief Financial Officer  
Teaching Strategies, LLC



# TeachingStrategies®

## Quotation

Quote#: Q-23117  
 Date: 08-10-2017  
 Expiration Date: 09-11-2017

### Teaching Strategies, LLC ("TS")

4500 East West Highway, Suite 300  
 Bethesda, MD, 20814, US  
 Phone: (301) 634-0818

<b>Customer Name:</b> City of Chattanooga Head Start <b>Customer Number:</b>	<b>Contact Name:</b> Geneva Stubbs <b>Contact Email:</b> stubbs_g@chattanooga.gov <b>Contact Title:</b> Director of Education
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SALESPERSON	PHONE NUMBER & EXT	EMAIL
Michael Bengé		michael.b@teachingstrategies.com

PRODUCT CODE	DESCRIPTION	QTY	UNIT PRICE	EXTENDED
76108	Creative Curriculum for Infants, Toddlers, & Twos, 3rd Ed.	27.00	\$1,149.00	\$31,023.00
1706-1	IT2 Learning Games 0-12 months	27.00	\$0.00	\$0.00
1713-1	IT2 Learning Games 12-24 months	27.00	\$0.00	\$0.00

1720-1	IT2 Learning Games 24- 36 months	27.00	\$0.00	\$0.00
76108	Creative Curriculum for Infants, Toddlers, & Twos, 3rd Ed.	2.00	\$0.00	\$0.00
1706-1	IT2 Learning Games 0-12 months	2.00	\$0.00	\$0.00
1713-1	IT2 Learning Games 12-24 months	2.00	\$0.00	\$0.00
1720-1	IT2 Learning Games 24- 36 months	2.00	\$0.00	\$0.00

SUBTOTAL	\$31,023.00
SHIPPING COST	\$930.69
TAX	\$0.00
TOTAL	\$31,953.69

**BILL TO**

Billing Client: City of Chattanooga Head Start  
Billing Street: 2302 Ocoee St  
Billing City: Chattanooga  
Billing State: TN  
Billing Postal Code: 37406  
Billing Country:



Quotation

Quote#: Q-23111  
 Date: 11-20-2017  
 Expiration Date: 12-15-2017

**Teaching Strategies, LLC ("TS")**

4500 East West Highway, Suite 300  
 Bethesda, MD, 20814, US  
 Phone: (301) 634-0818

<b>Customer Name:</b> City of Chattanooga Head Start <b>Customer Number:</b> 04A186406	<b>Contact Name:</b> Geneva Stubbs <b>Contact Email:</b> stubbs_g@chattanooga.gov <b>Contact Title:</b> Director of Education
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SALESPERSON	PHONE NUMBER & EXT	EMAIL
Michael Bengé		michael.b@teachingstrategies.com

PRODUCT CODE	DESCRIPTION	QTY	UNIT PRICE	EXTENDED
77303	The Creative Curriculum for Preschool, 6th Edition	33.00	\$2,149.00	\$70,917.00
77303	The Creative Curriculum for Preschool, 6th Edition	3.00	\$0.00	\$0.00

SUBTOTAL	\$70,917.00
SHIPPING COST	\$2,127.51
TAX	\$0.00
TOTAL	\$73,044.51

**BILL TO**

Billing Client: City of Chattanooga Head Start  
Billing Street: 2302 Ocoee St  
Billing City: Chattanooga  
Billing State: TN  
Billing Postal Code: 37406  
Billing Country:

**SHIP TO**

Ship to Org: City of Chattanooga Head Start  
Ship to Attn:  
Shipping Address Line 1: 2302 Ocoee St  
Shipping Address Line 2:  
Shipping Address Line 3:  
Shipping City: Chattanooga  
Shipping State: TN  
Shipping Postal Code: 37406  
Shipping Country: United States  
Shipping Type: Standard

**Bookshop Products**

Payment of state sales tax for Teaching Strategies products is the responsibility of Customer. Teaching Strategies guarantees your complete satisfaction with your order. If you are not happy with your order for any reason, you may return it within 45 days of the shipment date for a full refund (minus shipping charges). Products must be returned in their original condition (unmarked and undamaged). Video and software returns will only be accepted if they are unopened. Teaching Strategies is not responsible for returned items that are lost or misdirected in transit. To return an item, please contact our Sales and Customers Solutions team to obtain a Return Order Number. Credit for packages received without a valid Return Order Number will not be applied to your account or refunded to you.

**Digital Curriculum**

Digital editions of one or more of our curriculum products will be made available to you upon logging in through the website [TeachingStrategies.com](http://TeachingStrategies.com) for use by personnel within your organization. Detailed instructions on how to access the digital editions of our curriculum will be provided to you via email. The materials and content of those digital editions of our curriculum, including their features and functionality, are and will remain the exclusive property of Teaching Strategies, LLC. These digital editions of our curriculum are protected by copyright, trademark, and other laws of the United States. The materials, content, features, and functionality of the digital editions of our curriculum may not be copied and/or republished in any format, in whole or in part. This includes, but is not limited to, copying text, pictures or video, images for use in brochures, websites or any other medium, review content (narrative,

video or pictures), backgrounds and borders, or any other content.