



PURCHASING DEPARTMENT

REQUEST FOR BIDS

#1698

ATHENS FIRE DEPARTMENT STATION 2 ENERGY EFFICIENCY RETROFIT

CLOSING LOCATION:

ATHENS MUNICIPAL BUILDING

815 North Jackson Street

Athens, TN 37303

ISSUED: May 15, 2019

DUE: MAY 31, 2019, 10:00 A.M. EST

NOTICE FOR REQUEST FOR BIDS (RFB) #1698

Notice is hereby given that the City of Athens is receiving sealed bids for **ATHENS FIRE DEPARTMENT STATION 2 ENERGY EFFICIENCY RETROFIT** for the City of Athens as described by scope of work included in this bid package.

Bids shall be identified on the exterior of the sealed envelope with all the information included in the attached Bid Return Address Sheet and clearly marked. Bids are to be addressed to the City of Athens and mailed or delivered to the following address:

**City of Athens
Purchasing Department
815 North Jackson Street
Athens, TN 37303**

Bids will be **received until May 31, 2019 at 10:00 AM Eastern**. Late bids will not be considered under any circumstances. Bids will be accepted if the date/time stamped by the Purchasing Department is 10:00 AM; date/time stamps of 10:01 AM or later will be rejected.

During the evaluation process, the City of Athens reserves the right, where it may serve the City of Athens' best interest, to request additional information or clarifications from vendors, or to allow corrections of errors or omissions. Questions and requests for clarification or additional information should be directed by telephone or e-mail to the following City contact:

**James A. Gallup
Purchasing Agent
815 North Jackson Street
Athens, Tennessee 37303
(423) 462-1036
Purchasing@CityofAthensTN.com**

The City reserves the right to reject any or all bids regarding the quote, to waive irregularities in any proposal, and to make an award in any manner, consistent with law, deemed in the best interest of the City.

TERMS & CONDITIONS

1. **BID SUBMITTAL FORM:** Bids must be submitted on this form only and bear the handwritten signature of an authorized representative of the firm to be considered valid. Unless otherwise stated by the City, no bidder may withdraw their bid within a period of thirty (30) days after the date set for the opening of bids.
2. **SEALED BIDS:** ALL bids must be SEALED and properly identified with the name and address of bidder; the date, time, bid number and project title on the OUTSIDE of the bid return envelope.
3. **INSURANCE:** A sheet of minimum "INSURANCE REQUIREMENTS" shall be attached to these terms and conditions when applicable. This sheet is provided for you and your insurance company.
4. Prices shall be quoted FOB Athens, TN. Delivery to City of Athens locations shall be without additional charge unless otherwise requested by the City of Athens.
5. Failure to examine any drawings, specifications, and instructions will be at bidder's risk. If bidder is in doubt as to the true meaning of any part of the drawings, specifications, and instructions or other documents, he should submit a written request for an interpretation to the Purchasing Department. An interpretation of the document will be made only by addendum issued by the Purchasing Department to each firm to whom an invitation was forwarded. The City will not be responsible for explanations or interpretations of bid documents except as issued in accordance herewith.
6. Where a brand or trade name appears in the specifications, it is understood that the brand or trade name referred to, or its approved equivalent, shall be furnished. If no mention is made of any exceptions, it is assumed that he is bidding on the article mentioned and not an approved equivalent. If a brand name is listed in the bid package and a vendor intends to bid another name it is the responsibility of the bidder to notify the Purchasing Department of his intent to do so by seven (7) days prior to bid opening. This is to allow time to evaluate equipment or product. Failure to do so disqualifies you as a bidder. An approved equivalent is defined as a bid item that meets or exceeds every specification provided in the bid specifications and is approved by the City of Athens. However, the City of Athens reserves the right to choose a specific name brand if standardizing to accommodate parts supply, knowledge of maintenance, and to prevent the purchase of specialty tools.
7. The bidder is requested to attach brochure-type information and written specifications on the supplies furnished. All guarantees and warranties should be clearly stated.
8. Prices quoted for all machinery, equipment, and vehicles shall include complete parts manual(s), maintenance manual(s), service manual(s), and operator's manual(s) without additional charge and are to be delivered with the unit.
9. Bids and modifications or corrections thereof received after bid closing will not be considered. The City is not responsible for delays in delivery by mail, courier, etc.
10. Any exceptions to these terms or conditions or deviations from written specifications will be shown in writing and attached to the bid form.
11. Any alteration, erasure, additions to or omission of requested information, change of the specifications or bidding schedule, is made at the risk of the bidder and shall result in the rejection of the bid unless such changes are authorized by the specifications.

12. In the event cash discounts are offered by the bidder, the discount date shall begin with the date of the invoice or the date of receipt of all material covered by the order/contract, whichever is the later date.
13. Charges for boxing or cartage will not be allowed unless previously agreed upon.
14. Default in promised delivery and failure to comply with specifications authorizes the City to purchase supplies elsewhere and charge the difference to defaulting Vendor.
15. Bidder agrees to defend and save the City of Athens from and against all demands, claims, suits, costs, expenses, damages, and judgments based upon infringement of any patents relating to goods specified in this order or the ordinary use or operation of such goods by the City or use or operation of such goods in accordance with bidder's direction.
16. In case of error or discrepancy in the mathematics of the bid price, unit prices prevail.
17. By submission of a signed bid, the bidder certifies total compliance with Title VI and Title VII of the Civil Rights Act of 1964, as amended and all regulations promulgated thereunder, as the City of Athens does not discriminate based on race, color, or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Act of 1964 (42 USC 2000d).
18. Contracts and purchases will be made or entered into with the lowest, responsible, compliant bidder meeting specifications for the particular grade or class of material, work or service desired in the best interest and advantage to the City of Athens. Responsible bidder is defined as a bidder whose reputation, past performance, and business and financial capabilities are such that he would be judged by the appropriate City authority to be capable of satisfying the City's needs for a specific contract or purchase order.
19. The City reserves the right to determine the low bidder either based on the individual items or based on all items included in its Request for Bids, unless otherwise expressly provided in the Request for Bids. The City reserves the right to accept any item or group of items of any kind and to modify or cancel in whole or in part, its Request for Bids.
20. The City reserves the right to determine the low bidder by durability and maintenance cost over the life of the vehicle or equipment. This may be done by means of experience or research. Initial cost may not determine low bid.
21. All contracts or purchase orders issued for this award will be governed by the laws of the State of Tennessee.
22. Estimated completion dates are a consideration for bid award for some projects if indicated on the submittal form. However, unless otherwise stated in the bid package, all projects are expected to be completed within six (6) months.

By signing below, I hereby acknowledge that I have read, understood, and accepted the above Terms & Conditions:

BIDDER'S COMPANY NAME

COMPANY REPRESENTATIVE PRINTED NAME

SIGNATURE

TELEPHONE _____ FAX _____ EMAIL _____

SPECIFICATIONS

ATHENS FIRE STATION 2 FACELIFT PROJECT

This project is to furnish and install fixed aluminum store front windows and aluminum entrance doors at City of Athens Fire Department’s Fire Station #2 located at **808 S. Congress Parkway, Athens, Tennessee, 37303**.

- I. Requesting “TUBELITE” fixed aluminum storefront windows and aluminum entrance doors, **OR** equivalent, for the following:

NAME *	QTY	DESCRIPTION
Elevation “A”	2	Window 103-1/2” wide x 59-5/8” tall
Elevation “B”	1	Custom single door and frame 39-1/2” wide x 81-1/8” tall
Elevation “C”	1	Window 103-1/2” wide x 41-3/8” tall
Elevation “D”	1	Window 23-3/8” wide x 41-3/8” tall
Elevation “E”	3	Window 39-1/4” wide x 41-3/8” tall – Include CVW3700 Project Out Vents
Elevation “F”	2	Window 39-1/4” wide x 35-7/8” tall
Elevation “G”	1	Custom Pair Door and Frame 73” wide x 82-1/8” tall
Elevation “H”	6	Window 23-3/8” wide x 35-7/8” tall
Elevation “I”	1	Custom Single Door and Frame 39-1/2” wide x 82” tall

* See drawings for each Elevation included in this bid package.

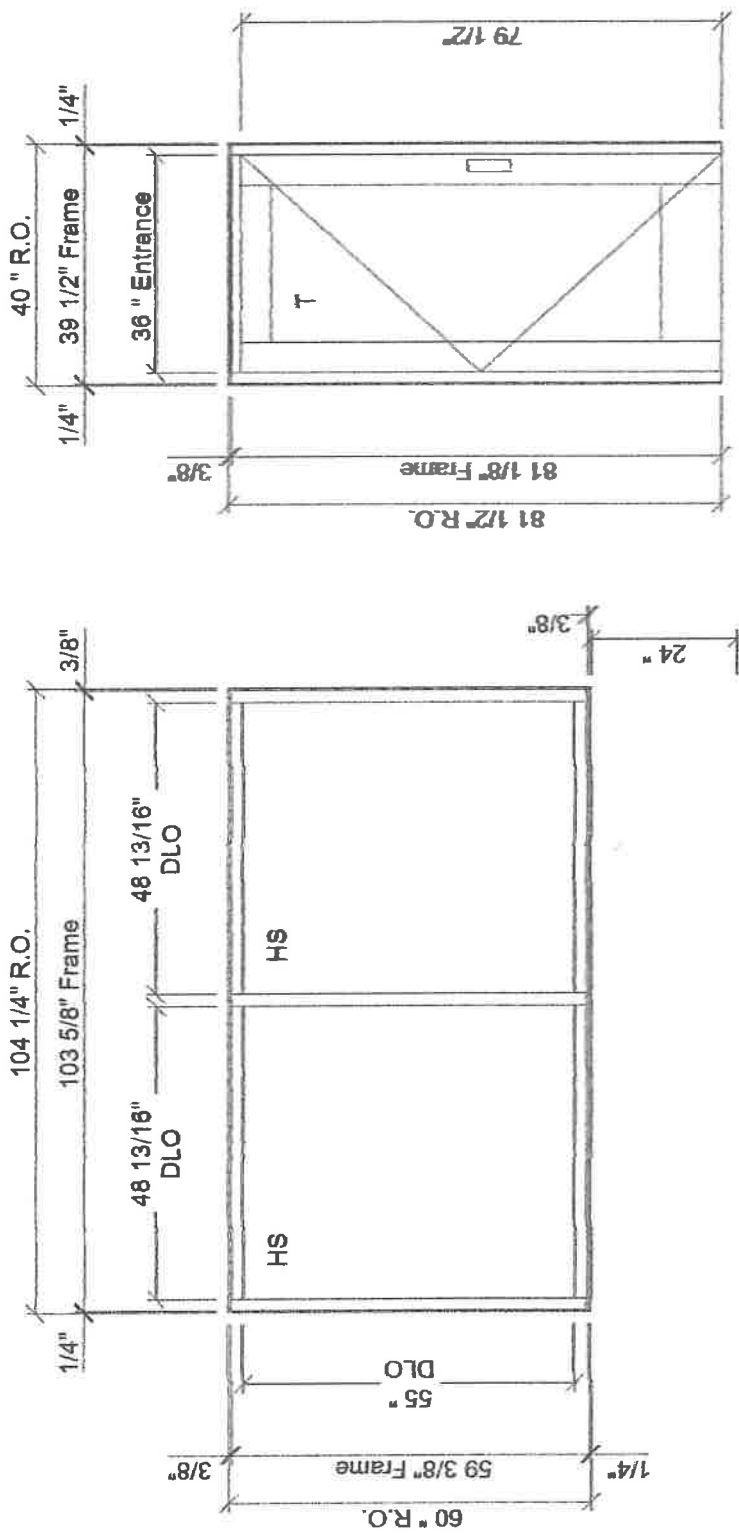
II. GENERAL SPECIFICATIONS:

- a. Aluminum finish to be dark bronze anodized
- b. Storefront window framing to be T14000, 2” x 4-1/2”, center set, thermally broken aluminum and will have a thermally broken sill flashing.
- c. Door frames will not be thermally broken.
- d. Doors to be WIDE stile with 10” bottom rails and hardware will consist of (3) butt hinges, standard panic exit devices, exterior keyed cylinder, 1” tubular pulls, Delaney 8000 grade 1 door closers w/drop plates, standard perimeter weather stripping, threshold, & brush door sweeps.
- e. Panic exit devices at the pair of doors “G” to be standard concealed vertical rod – See section on Additional Alternate below.
- f. Single door “B” to have a standard rim panic exit device – card reader, electric strike, power supply, and final connection by other.
- g. Single door “I” to have a standard rim panic exit device.

- h. All hardware to be ADA compliant.
- i. Storefront windows and doors to be glazed with 1" Grey or Bronze Reflective / ES36 Clear Low E Tempered Insulated Glass.
- j. Insulated glass to carry ten year manufacturer's seal failure material warranty, labor not included.
- k. Exterior and interior perimeters to be sealed with Tremco Spectrum 2 Sealant.
- l. See attached drawings for quantities, sizes, and configurations.

III. ADDITIONAL ALTERNATE

- a. Panic device to have electric latch retraction at the pair of doors "Elevation 'G'"
–card reader, power supply, and final connection to operate the electric latch retraction provided by other.

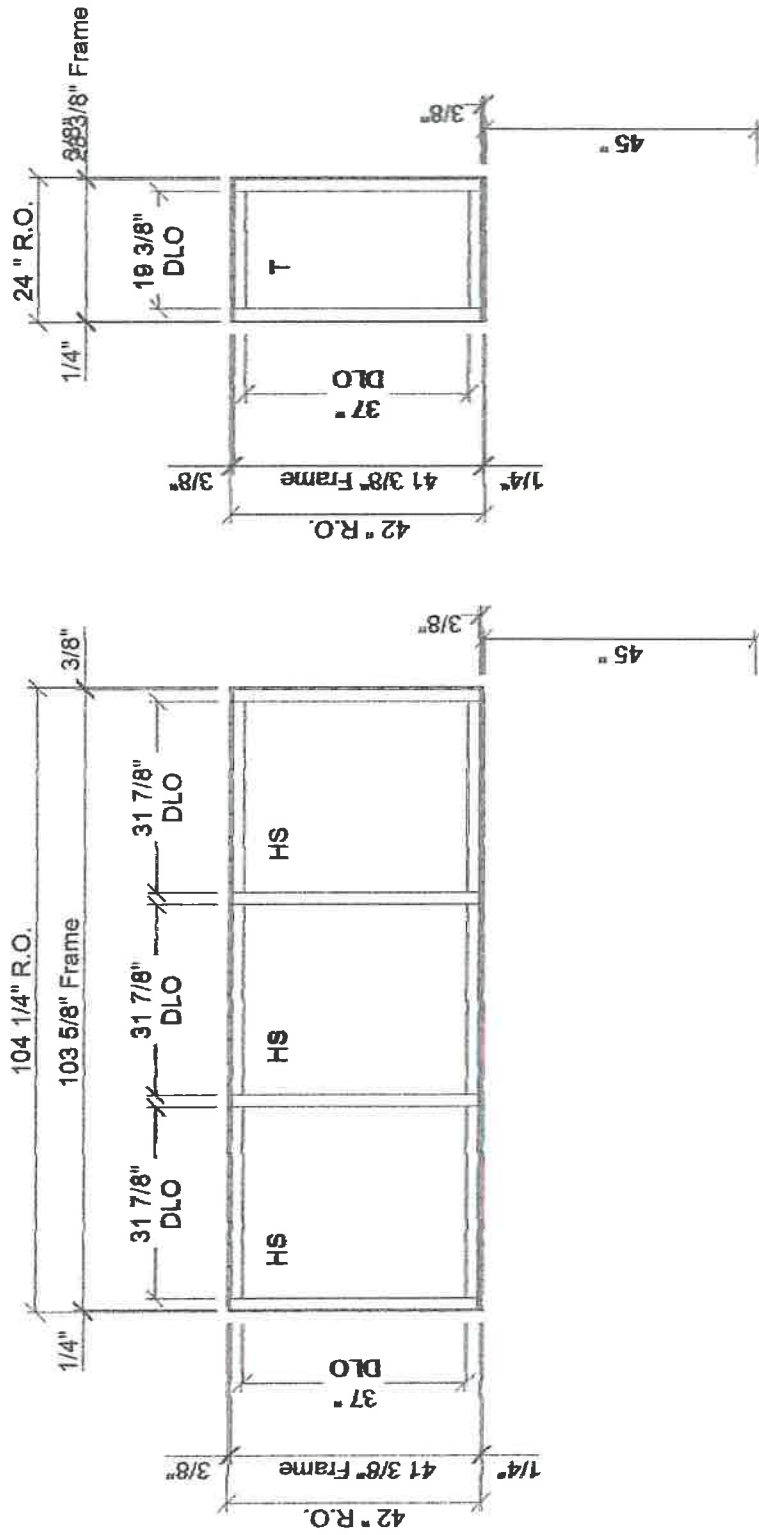


AFD2 - 2 - 002 - B (1 Thus)
 Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 :
 Sill 2in

ELEVATION "B"
 QTY (1)

AFD2 - 1 - 001 - A (2 Thus)
 Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 : Sill 2in

ELEVATION "A"
 QTY (2)

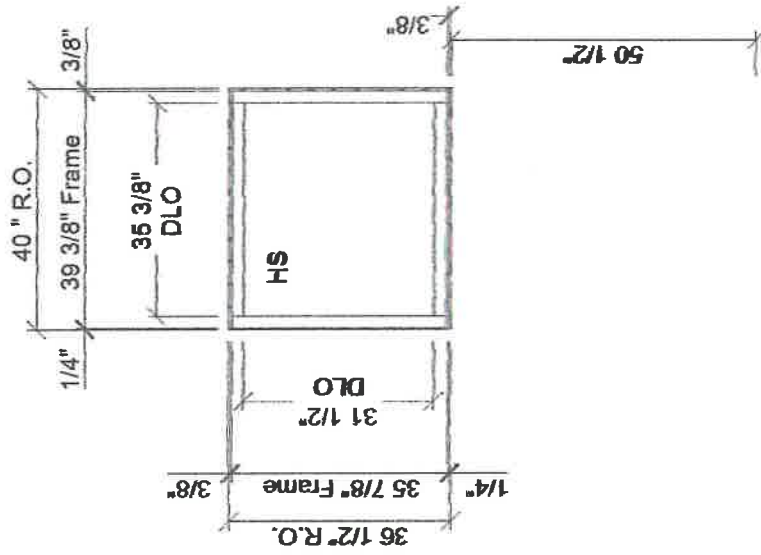


AFD2 - 3 - 003 - C (1 Thus)
Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 ; Sill 2in

ELEVATION "C"
QTY (1)

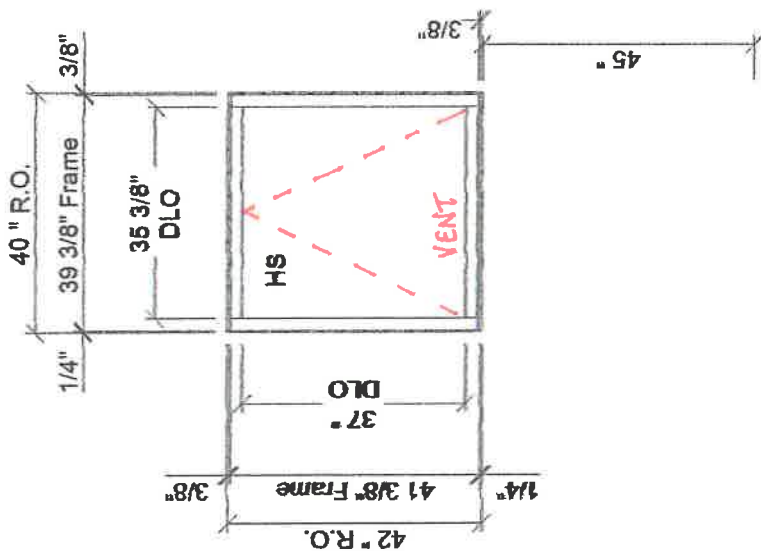
AFD2 - 4 - 004 - D (1 Thus)
Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 ;
Sill 2in

ELEVATION "D"
QTY (1)



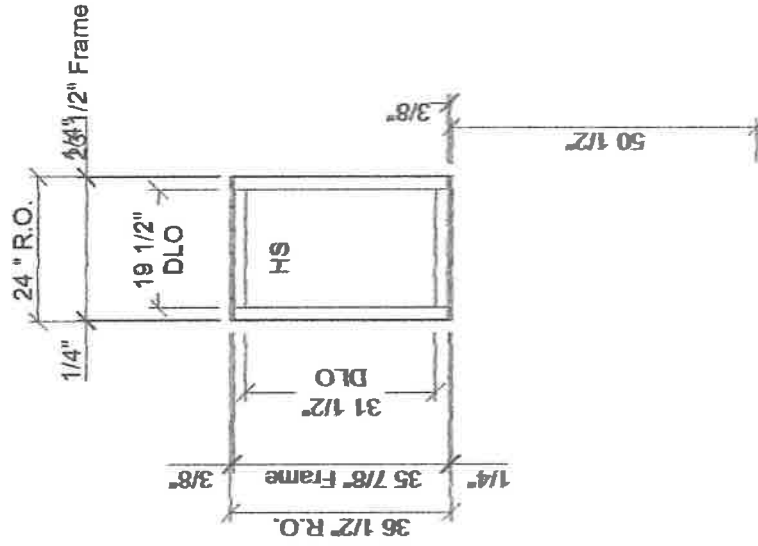
AFD2 - 6 - 006 - F (2 Thus)
Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 ;
Sill 2in

ELEVATION "F"
QTY (2)



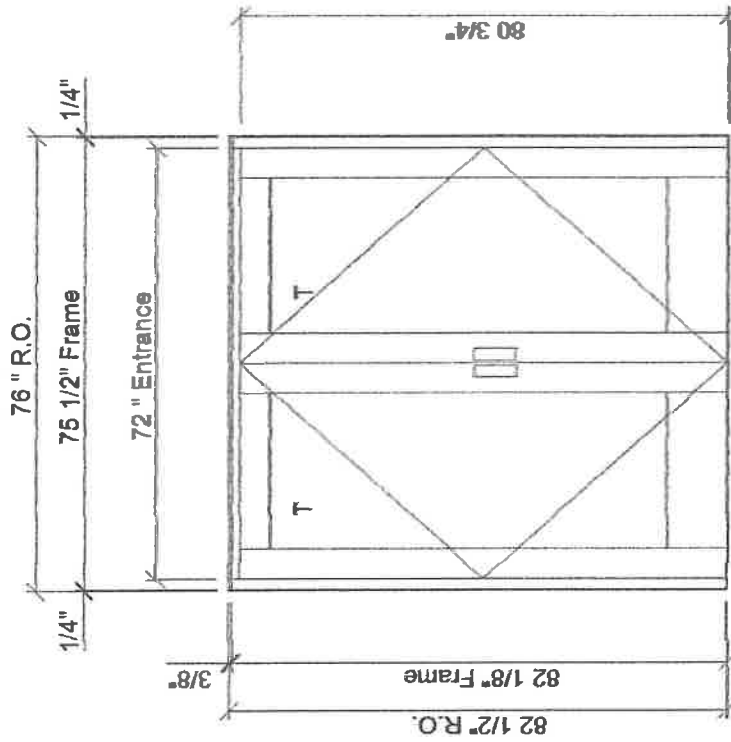
AFD2 - 5 - 005 - E (3 Thus)
Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 ;
Sill 2in

ELEVATION "E"
QTY (3)



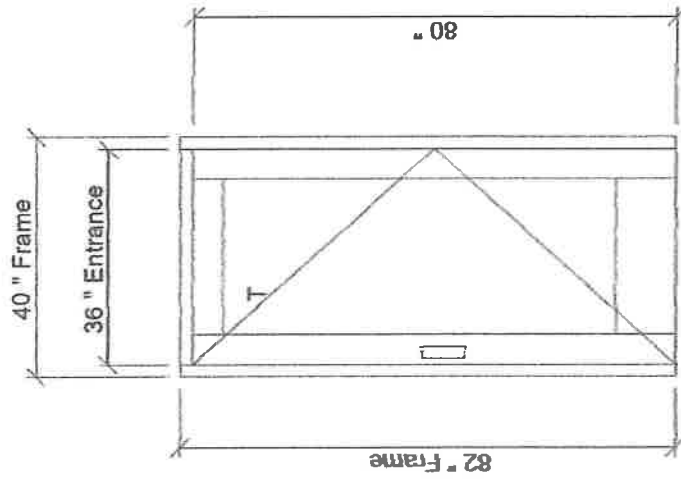
AFD2 - 8 - 008 - H (6 Thus)
 Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 ;
 Sill 2in

ELEVATION "H"
 QTY (6)



AFD2 - 7 - 007 - G (1 Thus)
 Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 ; Sill 2in

ELEVATION "G"
 QTY (1)



AFD2 - 9 - 009 - Corridor to Exterior (1 Thus)
 Frame: (C1/DB/1P) T14000 ; Storefront : 2 x 4-1/2 ;
 Sill 2in

ELEVATION "I"
 QTY (1)

CITY OF ATHENS STANDARD INSURANCE REQUIREMENTS

1. Statutory Worker's Compensation Insurance

a. Employer's Liability:

Bodily Injury by Accident - \$100,000 each accident

Bodily Injury by Disease - \$500,000 policy limit

Bodily Injury by Disease - \$100,000 each employee

NOTE: WC coverage may be waived if the contractor is the sole proprietor only, with no employees, and can provide the City of Athens with an APPROVED I-5 form from the Department of Labor

2. Comprehensive General Liability Insurance

a. \$700,000 limit of liability per occurrence for bodily injury and property damage

b. Comprehensive form covering all owned, non-owned, and hired vehicles

3. Auto Liability Insurance

a. \$1,000,000 limit of liability per occurrence for bodily injury and property damage

b. Comprehensive form covering all owned, non-owned, and hired vehicles

4. City of Athens (and any applicable Authority) should be shown as an additional insured on General Liability, Auto Liability, and Umbrella Liability policies

5. The Cancellation provision should provide 30-day notice of cancellation

6. Certificate holder should read:

City of Athens
815 N. Jackson Street
Athens, TN 37303

7. Insurance company must have an A.M. Best Rating of A-6 or higher

8. Insurance company must be licensed to do business by the Tennessee Secretary of State

9. Insurance company must be authorized to do business in Tennessee by the Tennessee Insurance Department

REVISED 01/28/09

AFFIDAVIT OF COMPLIANCE

WITH

DRUG-FREE WORKPLACE REQUIREMENTS OF

TENNESSEE CODE ANNOTATED, § 50-9-113

(To be submitted with bid by construction contractor)

I, _____, president or other principal officer of _____, swear or affirm that

NAME OF COMPANY

the company has a drug – free workplace program that complies with Title 50, Chapter 9, Tennessee Code Annotated, in effect at the time of this bid submission at least to the extent required of governmental entities. I further swear or affirm that the company is in compliance with Tennessee Code Annotated, § 50-9-113.

I have also reviewed the statement in this bid package of the City of Athens drug and alcohol testing program and affirm that I have a testing program for my employees that is at least as stringent as the City’s program.

President
Or
Principal Officer

For: _____
Name of Company

STATE OF TENNESSEE } COUNTY OF }

Subscribed and sworn before me by _____,

President or principal officer of _____,

On this _____ day of _____ 20____.

Notary Public

My Commission expires: _____

CITY OF ATHENS TENNESSEE

TCA 62-6-119

BID COMPLIANCE FORM

FROM:

**NOTE: This form MUST be attached to the sealed envelope containing the bid.
Failure to provide all of this information on the sealed envelope shall void such bid.**

PRIME CONTRACTOR'S IDENTIFICATION

Name _____

Address _____

License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classification _____

BID NAME _____ Bid No. _____

DATE OF BID OPENING _____ TIME _____

IS ENCLOSED BID LESS THAN \$25,000? Yes _____ No _____

ITEM I OR II MUST BE COMPLETED IF THE BID EXCEEDS \$25,000

I. CONTRACTOR DOES NOT PLAN TO USE SUBCONTRACTORS FOR ANY PART OF THIS PROJECT.

Signature – Contractors Representative

II. REQUIRED SUBCONTRACTOR'S IDENTIFICATION

ELECTRICAL SUB-CONTRACTOR

Name _____

Address _____

TN License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classification _____

II. Subcontractor's Identification, continued

OTHER SUB-CONTRACTOR

Name _____

Address _____

TN License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classification _____

OTHER SUB-CONTRACTOR

Name _____

Address _____

TN License Number _____ Date _____

Expiration Date _____ Monetary Limit \$ _____

Classification _____

TO:

**PURCHASING DIVISION
CITY OF ATHENS
815 N. Jackson Street
Athens, TN 37303**