

**REQUEST FOR PROPOSALS
FOR
REMOVAL OF A WATER TANK
195 Cox Avenue
CROSSVILLE, TN**

The City of Crossville (herein called the “Owner”) is requesting proposals for the Removal of a Water Tank located at 195 Cox Avenue in Crossville, Tennessee. Proposals will be received by the City of Crossville at 392 North Main St., Crossville, Tn 38555 at the office of the City Clerk until 2:00 o'clock P.M., C.D.T., August 20, 2024. All proposals should be properly marked **CITY CLERK/RFP** and **“RFP – REMOVAL OF WATER TANK – 195 Cox Avenue”** on the outside of the envelope. **No electronic submissions accepted.**

Scope of Services

The proposed project consists of the removal of an existing ground mounted steel water tank located at 195 Cox Avenue in Crossville, Tn. The water tank having a diameter of 37 +/- feet and a height of 32 +/- feet, and a storage capacity of approximately 250,000-gallons. The successful bidder to take over the ownership of the tank after the removal from the site. See attached Minimum Requirements.

Services to be included are as follows:

- Proposal to include a lump sum price based upon the scope of services, and any allowances or alternatives used in the proposal.

Each proposal should include the following information for evaluation

1. Specialized experience or technical expertise of the proposer in connection with the type of services to be provided.
2. Past record of performance on contracts with the community and other clients including quality of work, timeliness, and cost control.
3. Familiarity with local conditions.
4. Lump Sum Price based upon the scope of services, along with any allowances or alternatives used in the proposal.
5. Include all relevant forms that are attached in this RFP including the RFP, Certification of Contractor Regarding Iran Divestment Act, Certification of Contractor Regarding Equal Employment Opportunity (Title VI of the Civil Rights act), Drug-Free Workplace Affidavit, and Statement of Compliance Certificate - Illegal Immigrants.

Each Proposal will be evaluated based upon the above information.

CITY OF CROSSVILLE
REQUEST FOR PROPOSALS

IMPORTANT: Read Instructions Carefully

RETURN PROPOSAL TO:

City Clerk, Baylee Rhea
City of Crossville
392 North Main Street
Crossville, TN 38555

Date Issued: July 30, 2024

Proposal to be Opened: **August 20, 2024 @ 2:00 pm CDT**

Prices to be F.O.B. – 195 Cox Avenue
Crossville, TN 38555

NOTICE TO CONTRACTOR

Please enter the LUM SUM PRICE for your proposal listed herein specified for the removal of a Water Tank, at 195 Cox Avenue in Crossville, Tn. Be sure the minimum requirements are followed. Any deviation from the minimum requirements shall be noted in an attach letter containing a description of the deviation with any additional comments, and it will be considered as part of your proposal.

We reserve the right to accept or reject any or all proposals.

For further information, contact Don Cole at 931-456-2014, email: don.cole@crossvilletn.gov.

Contractor's Name: _____

Contractor's Address: _____

Lump Sum Price: _____

_____ **Dollars** _____ **Cents**

(**\$** _____ **)**

(Amounts are to be shown in both words and figures. In case of discrepancy, the amount in words will govern.)

Proposer acknowledges receipt of the following addendum:

Proposer must agree to commence work on or before a date to be specified in a written "Notice to Proceed" of the Owner (City of Crossville) and to fully complete the project within **90** consecutive calendar days thereafter. Proposer must agree also to pay as liquidated damages, the sum of **\$250.00** for each consecutive calendar days

The above lump sum price shall include all labor, materials, equipment, removal, overhead, profit, insurance, etc., to cover the finished work of the several kinds called for.

Proposer understands that the Owner reserves the right to reject any or all proposals and to waive any informalities in the Request for Proposals.

The proposer agrees that this proposal shall be good and may not be withdrawn for a period of 60 days after the scheduled closing time for receiving proposals.

Respectfully submitted:

SIGNED BY: _____

Print name _____

FIRM: _____

ADDRESS: _____

City _____ State _____ Zip _____

Date: _____ Telephone: _____

Please attach your Proposal to this form include the information required for evaluation of your proposal and any other information that the proposer deems relative to this project.

NO ELECTRONIC SUBMISSIONS accepted.

IMPORTANT INSTRUCTIONS TO CONTRACTORS

1. Each proposal should be in a **SEPARATE ENVELOPE** and have typed/noted on the envelope the **CITY CLERK/RFP, "RFP – TANK REMOVAL – 195 Cox Avenue", OPENING DATE, AND TIME. No electronic submissions.**
2. Specifications and/or Requirements used in this proposal are intended to be open and non-restrictive. Reference to brand names, catalogs, etc., is to establish minimum standards of quality and does not preclude BUYER'S consideration of proposals on comparable quality.
3. Unless otherwise indicated, proposals should be submitted indicating a lump sum price for all products and services include in your proposal, along with any allowances and/or alternatives proposed in your proposal.
4. The City of Crossville, Engineering Department, will review the proposals and make a recommendation to the City Council for approval based upon the evaluation criteria.
5. The Contractor must provide *Certificates of Insurance for Liability and Workers Compensation* if awarded the proposal.
6. Each proposal must be accompanied by Certification of Contractor Regarding Iran Divestment Act, Certification of Contractor Regarding Equal Employment Opportunity (Title VI of the Civil Rights act), Drug-Free Workplace Affidavit, and Statement of Compliance Certificate - Illegal Immigrants. All the Certifications must be fully completed and executed with the Request for Proposals. See attached forms.
7. **All bidders to register with City of Crossville – Engineering & Planning Department at 392 N. Main St., Crossville, Tn 38555 to ensure all bidders receive any and all information concerning the bid. Bidders to email the contact person for this project with bidders contact information to register.**
8. Contact Person for information concerning this project: Don Cole, City of Crossville, Engineering Department, Phone 931-456-2014, email: don.cole@crossvilletn.gov
9. A contract between the city and the contractor to be executed before the commencement of the work required for this project.

10. Addenda and Interpretations:

No interpretation of the meaning of the requirements or other documents will be made to any bidder orally.

Every request for such interpretation should be in writing addressed to:

City of Crossville – Engineering & Planning Department, Attn: Don Cole at 392 N. Main St., Crossville, Tn 38555 or email: don.cole@crossvilletn.gov

and to be given consideration must be received at least six days prior to the date fixed for the opening of bids being **August 14, 2024**. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications or minimum requirements which, if issued, will be mailed by certified mail with return receipt requested or emailed to all prospective bidders (at the respective addresses furnished for such purposes), not later than two working days prior to the date fixed for the opening of bids being Friday, **August 16, 2024**. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his/her RFP as submitted. All addenda so issued shall become part of the RFP.

Conceptual Timeline

Award Proposal – September 10, 2024 by City

Notice of Award – September 11, 2024 by City

Notice to Proceed – Date to be determined when contracts are complete

Final Completion Date – No more than 90 days from the Notice to Proceed

IRAN DIVESTMENT ACT

In compliance with the Iran Divestment Act (State of Tennessee 2016, Public Chapter No. 817), which became effective on July 1, 2016, certification is required of all contractors on contracts over \$1,000.

By submission of this proposal, each contractor and each person signing on behalf of any contractor certifies, and in the case of a joint proposal each party hereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each contractor is not on the list created pursuant to T.C.A. § 12-12-106.

I affirm, under the penalties of perjury, this statement to be true and correct.

_____	_____
Date	Signature of Contractor

	Company

A proposal shall not be considered for award nor shall any award be made where the foregoing certification has not been complied with; provided, however, that if in any case the contractor cannot make the foregoing certification, the contractor shall so state and shall furnish with the proposal a signed statement which sets forth in detail the reasons therefor. The City of Crossville may award a proposal to a contractor who cannot make the certification, on a case-by-case basis, if:

- (1) The investment activities in Iran were made before July 1, 2016, the investment activities in Iran have not been expanded or renewed on or after July 1, 2016, and the person has adopted, publicized, and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
- (2) The City of Crossville makes a determination that the goods or services are necessary for the City of Crossville to perform its functions and that, absent such an exemption, the political subdivision will be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The City of Crossville provides benefits and services such as police protection, fire protection, water service, sewer service, sanitation service, infrastructure needs, and other related municipal services. The City also provides funds to certain non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Leah Crockett, Human Resources Administrator
Title VI Coordinator

Please sign and return to the City of Crossville verifying that your company is in compliance with the above Title VI, 1964 Civil Rights Act.

Authorized Signature

Company

Print Name

Please return to: City of Crossville
 392 N. Main St.
 Crossville, TN 38555

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with

_____ government to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereinafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the *Tennessee Code Annotated*.
3. The Company is in compliance with T.C.A. § 50-9-113.

Further affiant saith not.

Principal Officer

STATE OF _____ COUNTY OF _____

Before me personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20__.

Notary Public

My commission expires: _____

**STATEMENT OF COMPLIANCE CERTIFICATE
ILLEGAL IMMIGRANTS**

EACH CONTRACTOR SHALL FILL IN AND SIGN THE FOLLOWING

This is to certify that _____
have fully complied with all the requirements of Chapter No. 878 (House Bill No. 111
and Senate Bill No. 411) which serves to amend Tennessee Code Annotated Title 12,
Chapter 4, Part I, attached herein for reference.

- All Contractors for construction services on this project shall be required to submit an affidavit (by executing this compliance document) as part of their proposal, that attests that such Contractor shall comply with requirements of Chapter no. 878.

Signed: _____

State of _____)
County of _____) ss

Personally, appeared before me, _____ the undersign Notary

Public, _____, the within named bargainer, with whom I am personally acquainted, and known to me to be the President / Owner / Partner (as applicable) of the _____, Corporation, Partnership, Sole Proprietorship (as applicable) and acknowledged to me that he executed the foregoing document for the purposes recited therein.

Witness my hand, at office, this _____ day of _____, 20____.

Notary Public

My commission expires _____

Statement of Compliance – Illegal Immigrants

Minimum Requirements

1. The Successful Bidder to coordinate all activities and work schedule with the City of Crossville’s Engineering Department and/or Maintenance Department, and the property owner.
2. Successful Bidder to disassemble and remove the existing water tank and clean up the site. Existing concrete foundation to remain. Existing concrete block building adjacent to water tank to be demoed and removed by the city before the tank removal project.
3. Successful bidder to take over the ownership of the tank after the removal from the site.
4. Bidder to verify existing conditions prior to submitting his proposal.
5. Successful bidder to install orange safety fence around their work area to secure the area during and after working hours.
6. The Owner to provide the successful bidder with a contract for his services after the RFP is awarded.
7. Successful Bidder must agree to fully complete the project within **90** consecutive calendar days. The Owner will provide the Successful Bidder a written “Notice to Proceed” after a contract is signed. The “Notice to Proceed” will have an agreed upon start date, and a completion date that is **90** consecutive calendar days after the start date.
8. The Successful Bidder must agree also to pay as liquidated damages, the sum of **\$250** for each calendar day after the completion date.
9. **General Cleanup** - Contractor shall cleanup and remove from the site all debris, which results from his work efforts on a daily basis throughout the duration of this project and do a final cleanup after the removal of the existing building.
10. The Successful Bidder and/or his Contractor/Subcontractor must provide certificates of insurance for liability and workers compensation and shall provide coverage for not less than the following amounts or greater where required by Laws and Regulations:
 - a. Workers Compensation, and related coverages
 - a. State: Statutory
 - b. General Liability
 - a. General Aggregate \$2,000,000
 - b. Each Occurrence \$1,000,000

- | | | |
|----|------------------------------------------------------------------------------|-------------|
| c. | Products/Completed Operations Aggregate | \$1,000,000 |
| d. | Personal and Advertising Injury | \$500,000 |
| e. | Medical Expense (any one person) | \$10,000 |
| | | |
| c. | Automobile Liability | |
| a. | Combined Single Limit Bodily Injury and
Property Damage | \$1,000,000 |
| | | |
| d. | Umbrella | |
| a. | Combined Single Limit Bodily Injury and
Property Damage (Each Occurrence) | \$2,000,000 |

The Successful Bidder shall either (1) require each of his subcontractors to procure and to maintain during the life of his subcontract, Subcontractor's Public Liability and Property Damage Insurance of this type and in the same amounts as specified in the preceding paragraph, or (2) insure the activities of his subcontractors in his own policy.

The Successful Bidder's and/or Contractor's Commercial General Liability, Automobile Liability and Excess Liability Insurance shall insure the Owner. The insurance coverage of the Owner shall be provided by endorsement that the Owner are additional insureds on the Contractor's General Liability, Automobile Liability and Excess Liability Policy; or by a separate "Owners Protection Policy." If the Owner are listed as additional insureds on the General Liability Policy, this shall be accomplished using the CG 20-10-11-85 or its equivalent. The Owner shall be listed on the endorsement or separate policy using their respective full legal names.

The Successful Bidder/Contractor/Subcontractor will not be permitted to commence work until he has obtained all insurance required and such insurance approved by the Owner.

11. Any deviation from the minimum requirements shall be noted in an attach letter containing a description of the deviation with any additional comments, and it will be considered as part of your proposal.
12. See the attached photo of the existing Water Tank on the next page.

Photo of existing Water Tank

