



**INVITATION TO BID AND INSTRUCTIONS TO BIDDERS  
CONTRACT NUMBER FY2015-190**

**SOCCER FIELD TURF MAINTENANCE**

**NOTE: MANDATORY PRE-BID MEETING AND  
TOUR – OCTOBER 28, 2014 AT 10:00 A.M.,  
LOCAL TIME, BEGINS AT MILT DICKENS  
SOCCER FIELD (115 ATHENS ROAD) WITH  
TOUR TO FOLLOW**

**BID OPENING**

**November 14, 2014  
11:00 a.m., Local Time**

**at the  
Central Services Complex Materials Management Conference Room  
City of Oak Ridge  
100 Woodbury Lane  
P. O. Box 1  
Oak Ridge, Tennessee 37831-0001**

**Telephone: (865) 425-1819  
Fax: (865) 482-8475  
Attn: Lyn Majeski  
Email: [lmajeski@oakridgetn.gov](mailto:lmajeski@oakridgetn.gov)**

**CITY OF OAK RIDGE, TENNESSEE**  
**Invitation to Bid and Instructions to Bidders**

**Contract Number FY2015-190**

**October 15, 2014**

**Project: Soccer Field Turf Maintenance**

**Invitation**

Bids will be received by the City of Oak Ridge until 11:00 a.m., local time, November 14, 2014, then publicly opened in the Central Services Complex Materials Management Conference Room at 100 Woodbury Lane, Oak Ridge, Tennessee, for furnishing all labor, materials, supplies, tools, and equipment necessary to perform all work and services described in the Contract attached hereto, in strict accordance with the terms and provisions of said Contract and any attachments thereto. (See attached Scope of Work/Specifications)

All bids must be completed and submitted on the Bid Form provided. The bids shall be submitted on or before the time set for the opening of bids. Bids received after the time so set are late bids and will not be considered. Late bids, unmarked envelopes, and incorrectly marked envelopes will not be opened. Electronic bids are not accepted.

**Mandatory Pre-Bid Meeting and Tour**

A **mandatory pre-bid meeting and tour** will be held at Milt Dickens Soccer Field located at 115 Athens Road, Oak Ridge, Tennessee, on October 28, 2014 at 10:00 a. m., local time. A tour will follow which will include Energy Solutions Field, LaSalle Field, and Katie Hunter Field. Bidders must attend this conference in order to submit a bid. Please contact Lyn Majeski at (865) 425-1819 if directions to the site are needed.

**Discrepancies**

Should the Bidder find any discrepancies in, or omission from, the bid documents, or should the Bidder be in doubt as to their meaning, the Bidder shall at once notify Lyn Majeski at (865) 425-1819 and obtain an interpretation or clarification prior to submitting a bid. Any interpretation or clarification given in accordance with this provision shall be in writing and will be distributed to all known Bidders. Only questions answered in writing will be binding. Oral and other interpretations or clarifications will be without legal effect. All questions must be received by 8:00 a.m. on November 10, 2014 in order to give sufficient time for responses to be sent to all prospective bidders.

**Prices**

The Bidder shall submit unit prices as specified on Bid Form. It is agreed that this bid document in its entirety is included in and made a part of the contract between the City and the successful Bidder. Discrepancies between words and figures will be resolved in favor of the words.

**Withdrawal of Bids**

Bids may be withdrawn on written or telegraphic request received from Bidders prior to the time fixed for opening the bids.

## **Rejection of Bids**

The City reserves the right to reject any and all bids when such rejection is in the interest of the City of Oak Ridge; to reject the bid of a Bidder who has previously failed to perform properly or complete on time jobs of a similar nature; to reject the bid of a Bidder who is not, in the opinion of the City, in a position to perform the Contract, and to reject the bid of a Bidder not submitted in accordance with this Invitation to Bid.

## **References**

Each Bidder shall furnish at least three (3) references for whom work similar to that covered by the specifications herein was performed, the year in which such work was performed and the manner of its execution, and giving such other information as will tend to show the Bidder's ability to perform the required work.

## **Equipment**

The Bidder shall have available under Bidder's control, tools and equipment of the type, character and amount required to complete the proposed work within the specified time. Each Bidder shall furnish a list of the tools and equipment proposed for use on the work if requested.

## **Personnel**

Each Bidder shall have available or shall agree to have available under Bidder's control sufficient equipment and personnel to complete the proposed work within the specified time.

## **Method of Work**

Upon request, each Bidder shall describe the method or methods to be used in the performance of the required work.

## **Bidders Interested in More than One Bid**

A party who has quoted prices to a Bidder is not thereby disqualified from quoting prices to other Bidders or from submitting a bid directly for the work; however, more than one bid for the same work from an individual or entity under the same or different name will not be considered.

## **Bid Surety**

A bid bond is not required for this project.

### **Insurance**

The successful Bidder will be required to maintain Worker's Compensation, Comprehensive General Liability, and Comprehensive Automobile Liability and Property Damage Insurance in accordance with the provisions of the Contract Documents. The City of Oak Ridge, Tennessee shall be named as an additional insured.

### **Drug-Free Workplace Affidavit Form**

A Drug-Free Workplace Affidavit form is included in this bid package and must be submitted with the bid.

### **Award of Contract**

The City will make the award as soon as practicable to the lowest responsible Bidder, price and other factors considered, provided it is reasonable and in the best interest of the City. The City reserves the right to award the contract to more than one bidder if in the best interest of the City. The successful Bidder(s) shall be required to execute the Contract attached hereto.

### **City Officers and Employees Not To Have Financial Interest**

No contract shall be made with any officer or employee of the City or any firm or corporation in which any officer or employee of the City has financial interest.

### **Compliance with All Laws, Ordinances, Statutes, and Regulations**

The Contractor shall comply with all federal, state, county and local laws, ordinances, statutes, and regulations. Pursuant to City Code § 5-413, the City may not accept bids from Bidders in default of any payment of any nature due to the City, including but not limited to taxes, licenses and fees.

## SCOPE OF WORK/SPECIFICATIONS

### **Scope of work:**

Furnish all labor, materials, and equipment necessary to re-establish and maintain a Bermuda grass athletic field as specified within. The selected contractor will use athletic field turf management practices to restore the fields to a quality Bermuda grass athletic turf. The goal in the first year is to achieve at least seventy-five percent (75%) Bermuda grass coverage, eighty-five percent (85%) coverage by the end of the second year, and ninety-five percent (95%) coverage with high turf density by the end of the third year of maintenance under this contract. In subsequent years ninety-five percent (95%) coverage with high turf density will be maintained.

### **Quality assurance:**

The maintenance contractor shall be experienced in athletic field turf maintenance practices and techniques, and shall provide sufficient numbers of qualified workers with adequate equipment to perform the work during the term of the contract.

### **City of Oak Ridge Soccer Game Fields:**

#### *Katie Hunter Field:*

Located in Big Turtle Park on the west end of Oak Ridge, along the Oak Ridge Turnpike. The parking lot entrance is located across from New Bedford Lane. The entire area within the chain-link fence around the field, approximately 100,000 sq. ft., is to be maintained under this contract.

#### *LaSalle Soccer Field:*

Located in LaSalle Park, on LaSalle rd. in west Oak Ridge. The entire area within the chain-link fence around the field, approximately 113,000 sq. ft., is to be maintained under this contract.

#### *Energy Solutions Soccer Field:*

Located at the intersection of Bus Terminal rd. and Laboratory rd. in central Oak Ridge. The entire area within the chain-link fence around the field, approximately 100,000 sq. ft., is to be maintained under this contract.

#### *Milt Dickens Soccer Field:*

Located at the intersection of Athens rd. and Oak Ridge Turnpike on the east end of Oak Ridge. The entire area within the chain-link fence around the field, approximately 66,000 sq. ft., is to be maintained under this contract.

### **Base Proposal Specifications:**

#### **Mowing:**

- A. Fields are to be mowed weekly from April 1<sup>st</sup> to October 31<sup>st</sup>. From April 1<sup>st</sup> to September 31<sup>st</sup> the turf is to be mowed at 1" to 1-1/2". From October 1<sup>st</sup> to October 31<sup>st</sup> the turf is to be mowed at 2".

- B. Unless prevented by weather, fields will be mowed between Wednesday morning and Thursday afternoon by 5 pm. to allow field lining for weekend matches.
- C. Turf is to be maintained using only clean equipment with sharp blades and a level deck.
- D. Clippings are to be blown away from the fence.
- E. Excess turf clippings are to be removed from the site and properly disposed of or mulched in place.
- F. Turf must be mowed when it is dry enough to prevent damage to the field from the wheels of the mower.
- G. The entire area inside the chain link fence at each field is to be mowed. The chain-link fence around the field is to be trimmed inside and out with a string trimmer or precise application of herbicide by a certified applicator.
- H. The contractor is responsible for any damage to goals, goal nets or fences caused by moving the goals or contact with a mower or other maintenance equipment.

Weed Control:

- A. Provide control of broadleaf and grassy weeds in the Bermuda grass turf. The contractor must possess a Category 3 Tennessee Pest Control Charter. Herbicide applications are required to comply with all federal and state regulations.
- B. Herbicide shall only be applied under the direct supervision of certified applicators with current certification from the State of Tennessee, in accordance with State law.
- C. The contractor will notify the City at least three (3) business days prior to application. The contractor will post notice of the application at the field with re-entry date and time as specified by the restricted-entry interval (REI) on the product label.
- D. All herbicides used are to be approved by City staff prior to application.
- E. It is the responsibility of the contractor to ensure that no damage occurs to adjacent plantings as a result of spray drift or careless application.

Aeration:

Provide a schedule and cost for aeration of the fields with commercial aeration equipment. Core aeration equipment shall be capable of coring up to 7% of the surface area (approximately 32 holes per square foot).

Fertilization:

Provide a schedule and cost for fertilization of the fields.

Irrigation:

Irrigation systems will be maintained by City staff. The contractor will coordinate scheduling of the irrigation with City staff. The contractor will notify the City of any problems observed with the irrigation system or watering schedule in a timely manner.

**Proposal option 1:**

Overseeding:

Provide a schedule and cost for overseeding the fields with rye grass in the fall and, in subsequent years, removing the rye from the fields in the spring. Scheduling of overseeding may be impacted by field use, which continues until approximately November 1<sup>st</sup>.

**Additional Information:**

Scheduling:

All work must be coordinated with City staff to avoid scheduling conflicts with user groups. At times it may be necessary to alter the maintenance schedule to accommodate specially scheduled events such as soccer clinics and tournaments. It will be the responsibility of the City to notify the contractor when scheduling conflicts occur.

Billing:

The contractor is to provide an itemized invoice monthly, detailing the work done at each field and the associated charges.

Award Criteria:

Bids will be evaluated on the basis of proposer qualifications, references and experience, with cost considered. Bids will not be selected solely on the basis of lowest cost.

Renewal:

The initial term of the contract will be from the issuance of a Notice to Proceed through December 31, 2015. This contract may be renewable for up to five (5) additional one-year terms. Prior to renewal, the fields will be evaluated by city staff and the contractor. The contractor will then submit a work plan, with pricing, for the following year.

## Bid Submittal Instructions

Pursuant to Tennessee Code Annotated § 62-6-119, each bid must be submitted in an opaque sealed envelope marked and addressed on the outside as follows:

From: Bidder's Name  
Bidder's Address  
\*General Contractor's State of Tennessee License Number  
\*Bidder's License Date of Registration  
\*Bidder's License Category or Classification  
\*Bidder's License Expiration Date

\*If bid equals or exceeds \$25,000, include this information if a contractor's license is required for this project per the State of Tennessee's Contractors Licensing Board. (The same information must also be provided for major subcontractors.)

To:	<u>In Person or By Overnight Delivery</u>	<u>Regular Mail</u>
	Attn: Lyn Majeski Finance Department City of Oak Ridge 100 Woodbury Lane Oak Ridge, TN 37830	Attn: Lyn Majeski Finance Department City of Oak Ridge P.O. Box 1 Oak Ridge, TN 37831-0001

If the bid is submitted by mail rather than hand-delivery, the sealed envelope containing the bid must be enclosed in another envelope addressed as stated above. Bids submitted by mail should indicate on the outside envelope, lower left corner, the following: "Sealed bid for FY2015-190: Soccer Field Turf Maintenance Project to be opened November 14, 2014 at 11:00 a.m. local time" to ensure the bid is delivered to the appropriate person at the City in a timely fashion. Late bids are not accepted and will not be opened.

**BID FORM**

**Project: Soccer Field Turf Maintenance**

In compliance with the Invitation for Bids, dated October 15, 2014, the undersigned Bidder:

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\* a corporation organized and existing under the laws of the State of: \_\_\_\_\_

\* a partnership consisting of: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*an individual trading as: \_\_\_\_\_

\_\_\_\_\_

(\*fill in as appropriate)

of the City of \_\_\_\_\_ in the State of \_\_\_\_\_ agrees that if this bid is accepted as hereinafter provided, it will furnish all labor, materials, supplies, tools, and equipment necessary to perform all work and services described in the Invitation for Bid and Instructions to Bidders, in strict accordance with the terms and provisions of the Contract attached thereto.

If written Notice of Award is received, the Bidder agrees to furnish to the City of Oak Ridge, within ten (10) working days after receipt of said Notice of Award, the Completion and Performance Bond; Labor and Material Bond or other suitable securities; and required insurance certificates naming the City of Oak Ridge as an additional insured.

Bidder acknowledges receipt the following addenda:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Bidder understands that the City reserves the right to reject any or all bids and to waive any informality in the bidding.

Bidder agrees that this bid shall be good for a period of ninety (90) days from the date of opening.

**BID FORM  
(continued)**

Bid Price (in accordance with Scope of Work/Specifications)

Provide a base proposal for each field based on the specifications provided and a cost proposal for option 1, overseeding. Attach a separate sheet with fertilizer and herbicide formulations and application rates.

**Base Proposal:**

**Milt Dickens**

	<u>Unit Cost</u>	<u># of times, annually</u>	<u>Annual Cost</u>	<u>Total Base Cost</u>
Mowing:	\$ _____	X _____	\$ _____	
Pre-emergent herbicide:	\$ _____	X _____	\$ _____	
Post-emergent herbicide:	\$ _____	X _____	\$ _____	
Aeration:	\$ _____	X _____	\$ _____	
Fertilization:	\$ _____	X _____	\$ _____	
				\$ _____
Option 1, overseeding:			\$ _____	

**Energy Solutions**

	<u>Unit Cost</u>	<u># of times, annually</u>	<u>Annual Cost</u>	<u>Total Base Cost</u>
Mowing:	\$ _____	X _____	\$ _____	
Pre-emergent herbicide:	\$ _____	X _____	\$ _____	
Post-emergent herbicide:	\$ _____	X _____	\$ _____	
Aeration:	\$ _____	X _____	\$ _____	
Fertilization:	\$ _____	X _____	\$ _____	
				\$ _____
Option 1, overseeding:			\$ _____	

**BID FORM  
(continued)**

**LaSalle**

	<u>Unit Cost</u>	<u># of times, annually</u>	<u>Annual Cost</u>	<u>Total Base Cost</u>
Mowing:	\$ _____	X _____	\$ _____	
Pre-emergent herbicide:	\$ _____	X _____	\$ _____	
Post-emergent herbicide:	\$ _____	X _____	\$ _____	
Aeration:	\$ _____	X _____	\$ _____	
Fertilization:	\$ _____	X _____	\$ _____	
				\$ _____
Option 1, overseeding:			\$ _____	

**Katie Hunter**

	<u>Unit Cost</u>	<u># of times, annually</u>	<u>Annual Cost</u>	<u>Total Base Cost</u>
Mowing:	\$ _____	X _____	\$ _____	
Pre-emergent herbicide:	\$ _____	X _____	\$ _____	
Post-emergent herbicide:	\$ _____	X _____	\$ _____	
Aeration:	\$ _____	X _____	\$ _____	
Fertilization:	\$ _____	X _____	\$ _____	
				\$ _____
Option 1, overseeding:			\$ _____	

**BID FORM  
(continued)**

**TOTAL COST (BASE PROPOSAL) FOR ALL FIELDS:**

\$ \_\_\_\_\_

Total in Written Words:

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents

Does Total Cost above reflect a discount for all fields? Yes \_\_\_ No \_\_\_

**TOTAL COST (BASE PROPOSAL) INCLUDING PROPOSAL OPTION 1 FOR ALL FIELDS:**

\$ \_\_\_\_\_

Total Written Words:

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents

Does Total Cost above reflect a discount for all fields with Option 1? Yes \_\_\_ No \_\_\_

Bidder attests that no officers or employees of the City of Oak Ridge are members of, or have financial interest in, the business submitting this bid.

By: \_\_\_\_\_  
Signature

Telephone #: \_\_\_\_\_

Name: \_\_\_\_\_

Fax #: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Business  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

Mailing  
Address: \_\_\_\_\_  
\_\_\_\_\_

Physical  
Address: \_\_\_\_\_  
\_\_\_\_\_

Tax ID Number: \_\_\_\_\_

NOTE: In accordance with the Invitation to Bid, the Drug Free Workplace Affidavit and at least three (3) references are attached.

**DRUG-FREE WORKPLACE AFFIDAVIT**

STATE OF \_\_\_\_\_ )  
 )  
COUNTY OF \_\_\_\_\_ )

The undersigned principal officer of \_\_\_\_\_, an employer of five (5) or more employees, contracting with the City of Oak Ridge, Tennessee, to provide construction services, hereby states under oath as follows:

1. That 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 Tennessee Code Annotated § 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 or who is awarded a contract to provide construction services to the state or local government 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.
3. The Company is in compliance with Tennessee Code Annotated § 50-9-113.

Further affiant saith not.

\_\_\_\_\_  
Principal Officer

State of \_\_\_\_\_ )  
 )ss.  
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 official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_.

**CONTRACT**

**FY2015-190**

THIS CONTRACT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the CITY OF OAK RIDGE, TENNESSEE, a municipal corporation, hereinafter called the "City," and \_\_\_\_\_, hereinafter called the "Contractor."

**WITNESSETH**

In consideration of the mutual promises of the parties hereto, the parties do hereby agree as follows:

**ARTICLE 1 – Scope of This Contract**

The work to be done consists of furnishing all labor, materials, supplies, tools, equipment and other incidentals necessary to perform all work and services required for the Soccer Field Turf Maintenance project in accordance with the attached Scope of Work/Specifications. All work performed under this Contract shall be in strict accordance with the terms and provisions of this Contract, the Scope of Work, and the bid of the Contractor, all attached hereto and incorporated herein by reference.

In performance of this Contract, the Contractor binds himself to the City to comply fully with all provisions, undertakings, and obligations hereinafter set forth.

**ARTICLE 2 – Term**

This Contract shall become effective upon its execution and shall continue in full force and effect through December 31, 2015. This Contract is renewable per Article 22, Renewal. Jon Hetrick is the City's contact for this project and can be reached at (865) 425-1867.

**ARTICLE 3 – Changes**

- A. City may, by written order, and without notice to the Sureties, make changes in the specifications of this Contract within the general scope thereof. If any such changes cause an increase or decrease in the scope of this Contract or in the time required for its performance, an equitable adjustment shall be made and this Contract shall be modified in writing accordingly.
- B. Should the Contractor encounter conditions materially different from those shown in the specifications, the City shall be notified in writing immediately of such conditions before they are disturbed. The City shall thereupon promptly investigate the conditions and if it finds that they do so materially differ from those specified, this Contract shall be modified to provide for any increase or decrease of cost and difference in time resulting from the conditions so found.
- C. Except as otherwise herein provided, no charge for any extra work or material will be allotted unless the same has been approved in writing by the City, and the price stated.

#### ARTICLE 4 – Inspections and Defective Work

All workmanship and services shall be subject to inspections, examinations and tests by the City at any and all times during the performance of this Contract. The City shall have the right to reject defective workmanship and to require correction. Rejected workmanship shall be satisfactorily corrected without charge therefore. If the Contractor fails to proceed at once to correct such defective workmanship, the City may proceed with such corrective work and the Contractor shall be liable for all direct cost occasioned in the performance therefore.

This provision does not negate, modify or replace any warranties contained elsewhere in this Contract. This provision shall survive the termination or suspension of this Contract.

Neither payment nor any provisions in the Contract document shall relieve the Contractor of responsibility for faulty materials or defective workmanship. The City shall give notice of observed defects with reasonable promptness. The deterioration due to ordinary use and normal wear is excepted from this guarantee.

The Contractor shall reimburse the City for the cost of damage, if any, as well as the cost of replacing defective materials or workmanship. If replacements are not made within ten (10) days after notice is given of such defect in workmanship, or thirty (30) days in case of materials, then the City shall have the right to make replacements and charge the cost of same to Contractor or the Contractor's surety.

#### ARTICLE 5 – Site Investigation

The Contractor represents that it has visited the site and determined the nature of the work and the difficulties and facilities attending execution of the work, and all other matters, which can in any way affect the work under this Contract.

#### ARTICLE 6 – Delays, Damages

If the Contractor refuses or fails to prosecute the work with such diligence as will ensure its completion within the time specified in Article 2, or fails to complete the work within such time, the City may terminate this Contract. In such event, the City may take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the City for any excess cost occasioned thereby. If this Contract is so terminated, the City may take possession of and utilize in completing the work such materials, appliances, tools and equipment as may be on the site of the work and necessary therefore.

#### ARTICLE 7 – Payment

As consideration for performing all work and services set forth in this Contract, and as full consideration thereof, the City agrees to pay the Contractor \$\_\_\_\_\_ in accordance with the bid sheet of the Contractor which is incorporated by reference into this Contract. The Contractor shall submit monthly statements to the City showing all work performed. Payment shall be made within thirty (30) days of receipt of the statement for satisfactory work completed.

#### ARTICLE 8 – Final Payment

Upon completion of the work and services covered by this Contract and before final payment, the Contractor must furnish evidence to satisfy the City that all suppliers of materials used and all labor and other employees working for the Contractor pursuant to this Contract have been fully paid. Upon final payment, the City is to be released from all liability whatsoever growing out of this Contract.

## ARTICLE 9 – Indemnification by Contractor

To the fullest extent permitted by all applicable laws and regulations, the Contractor hereby agrees to protect, indemnify and hold harmless the City and their consultants, agents and employees from and against any and all claims, loss, expense, damage, charges and costs direct, indirect or consequential (including but not limited to fees and charges of engineers, architects, attorneys and other professional and court costs), collectively referred to as "claims," for injury to or death of persons and injury to or destruction of property suffered or alleged to have been suffered as a result of any act or omission on the part of the Contractor, any of the Contractor's subcontractors, anyone for whose acts any of them may be liable, or others whose services are engaged by the Contractor or anyone directly or indirectly employed or controlled by either of them in the course of the performance of the work provided for in the Contract, except such injury, destruction or death as may be caused by the sole negligence or fault of the City.

When the City submits notice, the Contractor shall promptly defend any aforementioned action. In any and all claims against the City or any of their consultants, agents or employees by any employee of the Contractor, any of the Contractor's subcontractors, anyone for whose acts any of them may be liable, or others whose services are engaged by the Contractor or anyone directly or indirectly employed or controlled by either of them in the course of the performance of the work provided for in the Contract, the indemnification obligation described herein shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts. The limits of insurance required in this Contract shall not limit the Contractor's obligations under this article.

The terms of this article shall survive the termination or suspension of this Contract.

## ARTICLE 10 – Completion and Performance Bond (Waived by City Prior to Bid)

~~Prior to commencing work under this Contract, the Contractor agrees to furnish and to maintain during the term of this Contract a Completion and Performance Bond in the amount of one hundred percent (100%) of the Contract price with good and sufficient surety or sureties acceptable to the City in connection with the performance of the work under this Contract, including any amendments or extensions hereof. The form and conditions of said Performance Bond shall be as prescribed by the City. The bond will be required at the beginning of each contract term and will be in an amount equal to the contract price for that year.~~

~~In lieu of a Performance Bond, the City will accept other suitable Securities agreed upon by both parties. At all times during the term of this Contract, the Contractor shall provide the City with evidence that the Contractor has obtained such Performance Bond or Securities. A certificate from the surety showing that the bond premiums have been paid by the Contractor shall accompany the bond.~~

## ARTICLE 11 – Rate of Progress

Notwithstanding any other provisions in this Contract, the Contractor shall furnish sufficient labor, materials, supplies, tools, and equipment, and shall work such hours, including overtime, Sundays, and/or Holidays, as may be necessary to carry out the work in accordance with the approved schedules for its completion not later than the respective times allowed for completion set forth in these Contract Documents. Should the Contractor refuse or fail to comply with its obligations set forth in the preceding sentence after receipt of any written directive or request by the City that the Contractor furnish additional labor, materials, supplies, tools, and equipment, and/or work additional hours, including overtime, Sundays, and/or Holidays, the City may terminate the Contractor's right to proceed with the whole or any part of the work under this Contract.

ARTICLE 12 – Compliance with All Laws, Ordinances, Statutes, and Regulations

The Contractor shall comply with all federal, state, county and local laws, ordinances, statutes, and regulations.

ARTICLE 13 – Insurance

The Contractor shall at all times during the Contract maintain in full force and effect Comprehensive General Liability, Workers' Compensation and Property Damage Insurance in the amounts set forth below and naming the City of Oak Ridge, Tennessee as an *additional insured*.

The Contractor shall maintain policies providing the following insurance protection, each policy containing a requirement that, in the event of change or cancellation, thirty (30) days' prior written notice be sent by mail to the City. Certificates of Insurance describing the coverage shall be furnished by the Contractor and shall contain the following express obligation:

"This is to certify that the policies of insurance described herein have been issued to the insured for whom this certificate is issued and are in force at this time. In the event of cancellation or material change in a policy affecting the certificate holder, thirty (30) days' prior written notice will be given the certificate holder."

1. Comprehensive General Liability:

Bodily Injury	\$300,000	each occurrence
	\$700,000	aggregate
Property Damage	\$100,000	each occurrence
Or Combined Single Limit of	\$1,000,000	
  
2. Workers' Compensation and Employer's Liability as provided for in applicable statutes.
  
3. Comprehensive Automobile Liability (Including all owned, non-owned and hired vehicles)

Bodily Injury	\$300,000	each person
	\$700,000	each occurrence
Property Damage	\$100,000	each occurrence
Or Combined Single Limit of	\$1,000,000	

The Contractor may purchase at its own expense such additional or other insurance protection as it may deem necessary. Maintenance of the required minimum insurance protection does not relieve the Contractor of responsibility for any losses not covered by the above-required policies.

Before commencement of work hereunder, the Contractor agrees to furnish to the City of Oak Ridge (Legal Department, P.O. Box 1, Oak Ridge, Tennessee 37831-0001) a Certificate of Insurance or other evidence satisfactory to the City to the effect that such insurance has been procured and is in force.

#### ARTICLE 14 – Permits and Licenses

The Contractor shall obtain, at the Contractor's expense, all permits, licenses and bonds required by law or ordinance and maintain the same in full force and effect.

#### ARTICLE 15 – Subcontracting and Assignment

- A. The Contractor may utilize the services of specialty subcontractors on those parts of the work which, under normal contracting practices, are performed by specialty subcontractors.
- B. The Contractor shall not award, assign, transfer or pledge any work to any subcontractor without prior written approval of the City, which approval will not be given until the Contractor submits to the city a written statement concerning the proposed award to the subcontractor, which statement shall contain such information as the City may require.
- C. The Contractor shall be as fully responsible to the City for the acts and omissions of subcontractors, and of persons either directly or indirectly employed by said subcontractors, as the Contractor is for the acts and omissions of persons directly employed by the Contractor.
- D. The Contractor shall make a condition of all subcontracts and/or cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the Contractor by the terms of the General Conditions and other Contract Documents insofar as applicable to the work of subcontractors and to give the Contractor the same power as regards terminating any subcontract that the City may exercise over the Contractor under any provision of the Contract Documents.
- E. Nothing contained in this Contract shall create any contractual relation between any subcontractor and the City.

#### ARTICLE 16 – Superintendence by the Contractor

The Contractor shall give its personal superintendence to the work or have a competent foreman or superintendent satisfactory to the City on the site at all times during the progress of the work, with authority to act on behalf of the Contractor.

#### ARTICLE 17 – Termination

Notwithstanding any other provisions in this Contract, the Contractor shall furnish all labor, materials, supplies, tools and equipment necessary to perform the work and services within allowed times for completion as set forth in these Contract Documents. Should the Contractor refuse or fail to comply with its obligations, or in the event the Contractor shall violate any of the provisions of this Contract, or the quality or quantity of the work performed is, in the judgment of the City, below standard and therefore unsatisfactory, the City shall have the right to cancel this Contract upon thirty (30) days written notice to the Contractor and to complete the work undertaken by the Contractor without incurring any liability to the Contractor except to pay the Contractor the fair value to the City of the work satisfactorily performed by the Contractor.

#### ARTICLE 18 – Termination of Contract for Cause

If, through any cause, the Contractor shall fail to fulfill in timely and proper manner the obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, the City shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Contractor under this Contract shall, at the option of the City, become the City's property and the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of set-off until such time as the exact amount of damages due the City from the Contractor is determined.

#### ARTICLE 19 – Anti-Discrimination

The Contractor, in performing the work or furnishing the services covered by this Contract, shall not discriminate against any person because of race, creed, color, national origin, age, sex, sexual orientation, disability, religion or other legally protected status. The City of Oak Ridge encourages the utilization of minority and women-owned businesses in its contracting and subcontracting projects and the Contractor is encouraged to actively solicit the participation of these businesses. The Contractor shall inform all of its subcontractors and vendors providing work or services under this Contract of this requirement and shall ensure compliance therewith.

#### ARTICLE 20 – Personnel

- A. The Contractor represents that it has, or will, secure at the Contractor's expense, all personnel required to perform the work and services outlined in this Contract. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the services required hereunder will be performed by the Contractor or under the Contractor's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local laws to perform such services.

#### ARTICLE 21 – Reports and Information

At such times and in such forms as the City may require, the Contractor shall furnish to the City such periodic reports as are requested by the City pertaining to the work and services covered by this Contract, the costs and obligations incurred or to be incurred in connection herewith, and any other matters covered by this Contract. The City can audit the Contractor's and the Contractor's subcontractors' financial records pertaining to this project.

#### ARTICLE 22 – Renewal

This Contract is renewable for up to five (5) additional one-year (January–December) terms at the mutual consent of both parties. This Contract shall automatically renew every January 1 unless either party submits written notice of their intent to not renew.

ARTICLE 23 – Governing Law

This Contract is governed by the laws of the State of Tennessee.

IN WITNESS WHEREOF, the parties hereto have executed this Contract as of the day and year first above written, the City of Oak Ridge, by its City Manager, by authority duly given.

APPROVED AS TO FORM AND LEGALITY:

CITY OF OAK RIDGE, TENNESSEE

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
City Manager

(CONTRACTOR)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Printed or Typed Name and Title)

Attachments: Scope of Work/Specifications  
Bid Documents  
Contractor's Bid