

Date: 04/25/08

PURCHASING DEPARTMENT
101 EAST 11TH STREET
CITY HALL ANNEX
SUITE G13
CHATTANOOGA, TENNESSEE
37402

REQUEST FOR PROPOSAL (RFP)

Proposal will be received at this office
101 East 11th Street, Suite G13, Chattanooga, TN 37402 until
05/14/08

Requisition No.: R0108675
Ordering Dept.: Air Pollution Control Bureau
Buyer: William Tucker
Phone No.: (423) 757-0649

Items Being Purchased: Television Advertising

Request for Proposal for The City of Chattanooga, Tennessee

REQUEST FOR PROPOSALS MUST BE RECEIVED BY
4:00 PM, EST on May 14, 2008

The City of Chattanooga reserves the right to reject any
and/or all proposals, waive any informalities in the proposals
received, and to accept any proposal 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.

City of Chattanooga (COC) Terms and Conditions posted on Website are Applicable
http://www.chattanooga.gov/finance66_standardtermsandconditions.htm

Note: ALL PROPOSALS MUST BE SIGNED
All proposals received are subject to the terms and conditions contained herein and as listed in
the above referenced website. The undersigned Offeror acknowledges having received,
reviewed, and agrees to be bound to these terms and conditions, unless specific written
exceptions are otherwise stated.

PLEASE PROVIDE US WITH THE FOLLOWING

Company Name: _____
Phone/Toll Free No.: _____
Fax No.: _____
E-Mail Address: _____
Contact Person: _____
Employer's ID No.: _____

BID SOLICITATION



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

BID OPENING DATE AND TIME:
05/14/2008 4:00 PM
BID NUMBER: B0005160

BUYER: Tucker, William
PHONE #: (423) 757 - 0649 ext.
DELIVERY REQUIRED: 05/14/2008 4:00 PM

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

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>Requisition No.: R0108675 Ordering Dept.: Air Pollution Control Bureau Buyer: William Tucker Phone No.: (423) 757-0649 *****</p> <p>Items being purchased: Television Advertising *****</p> <p>This is a Request for Proposals to the City of Chattanooga All Proposals must be received by 4:00 PM on May 14, 2008 *****</p> <p>ATTACHMENTS: Specifications (1 page) Affirmative Action Plan (2 pages) *****</p> <p>City of Chattanooga Terms and Conditions are posted on Website http://www.chattanooga.gov/finance/66_standardtermsandconditions.htm If you can't download call buyer for a copy. *****</p> <p>NOTE: ALL PROPOSALS MUST BE SIGNED All proposals received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated. *****</p> <p>The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.</p> <p>The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.</p>				

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.

COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

BID SOLICITATION



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

BID OPENING DATE AND TIME:
05/14/2008 4:00 PM
BID NUMBER: B0005160

BUYER: Tucker, William
PHONE #: (423) 757 - 0649 ext.
DELIVERY REQUIRED: 05/14/2008 4:00 PM

V E N D O R	. TN
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M A I L T O	City of Chattanooga 101 East 11th Street, Suite G13 Chattanooga TN 37402
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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>***** NOTE *****</p> <p>PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:</p> <p>Company Name _____</p> <p>Address _____</p> <p>Phone/Toll-Free No. _____</p> <p>Fax No. _____</p> <p>eMail Address _____</p> <p>Contact Person's Name _____</p> <p>Employer's ID No. _____</p> <p>Estimated Delivery _____</p> <p>Minority-Owned Business ___ Small Business ___ Veteran ___</p> <p>Minority Woman Owned Business ___ Disabled Veteran ___</p> <p>Women-Owned Business ___</p> <p>***** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****</p>				
1.0	961-53 Advertising - Television as per attached specifications	1.00	EA		
				TOTAL:	

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

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COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

Television Advertisement Specifications

- There should be a minimum of 60 spots [(:15) second spots and/or (:30) second spots].
- These spots should run Monday through Sunday during newscasts and specialty shows, with some running at premium times. All spots should run between 5 a.m. and midnight. Overnight (midnight to 5 a.m.) air time should be promotional content provided by the news station.
- No spots should run back to back. There should be at least 10 minutes between each spot.
- The spots should run a minimum of 8 weeks between the months of May and August.
- The duration of the advertising schedule should reach a minimum of 300,000 people.
- The content of the commercial(s) is/are to be specified by the APCB and approved by the APCB prior to airtime.
- Air Quality Alerts should be announced in addition to the spots on Alert Days.
- The APCB would like an advertising banner on the home page or weather page of the news station's website with a link to the APCB website.

Affirmative Action Plan

For

Proposal or Bid No. _____

(Name of Contractor)

The above named Contractor is an equal opportunity employer and during the performance of this contract, the Contractor agrees to abide by the Affirmative Action Plan of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. It is the goal of the Contractor to have a workforce with a minimum of 8.6 percent minority and 6.9 percent female employees.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project.
6. During the term of this contract the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
 - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer".

- b. Maintain systematic contracts with minority groups and human relations organizations.
 - c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities.
- Office of Economic and Community Development, will make available for inspection by the City of Chattanooga Office of Economic and Community Development, copies of payroll records, personnel records, documents and other records that may be used to verify Contractor compliance with these equal opportunity provisions.
8. The Contractor agrees to notify the City of Chattanooga Office of Economic and Community Development of any failure or refusal on the part of the contractor or any subcontractors to comply with the equal opportunity provisions set forth. Any failure of refusal to comply with the aforementioned provisions by the Contractor and/or Subcontractors shall be a breach of this contract.

(Signature and Title of Corporate Officer or Authorized Agent)

(Name of Company)

(Date)