

# Event Details

## PeopleSoft Strategic Sourcing

| Event ID                         | Format  | Type                    | Page |
|----------------------------------|---------|-------------------------|------|
| 32701-0000013920                 | Sell    | RFx                     | 1    |
| Event Round                      | Version |                         |      |
| 1                                | 1       |                         |      |
| Event Name                       |         |                         |      |
| North Chickamauga Trailer Rental |         |                         |      |
| Start Time                       |         | Finish Time             |      |
| 05/15/2026 14:40:39 CDT          |         | 06/08/2026 14:00:00 CDT |      |

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Environment & Consv  
Call for Shipping Information  
United States

**Contact:** Cyndi O'Brien

**Phone:**

**Email:** Cyndi.A.Obrien@tn.gov

**Event Currency:** US Dollar

**Bids allowed in other currency:** No

## Event Description

This event is to bid for forty-eight (48) month temporary office trailer rental for the Tennessee Department of Environment & Conservation.

Specifications and terms & conditions are attached.

Agency Contact: Cyndi OBrien at 615-532-0216 and Cyndi.A.Obrien@tn.gov

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/supplier-information.html>. Click on the link that says Supplier Portal and Bid Opportunities and log in with your vendor ID and password.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: (Maintain supplier information)  
[https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP\\_GUEST](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST)

Central Procurement Office Website:  
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/supplier-information/invitations-to-bid--itb-.html>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

## General Questions

| Question   | UOM | Best | Worst | Response                 |
|--|-----|------|-------|--------------------------|
| I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid. |     |      |       |                          |
| IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.  |     | Yes  |       | <input type="checkbox"/> |

Required: Yes Mandatory Response:Yes

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

|                                  |                |                         |             |
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| <b>Event ID</b>                  | <b>Format</b>  | <b>Type</b>             | <b>Page</b> |
| 32701-0000013920                 | Sell           | RFx                     | 2           |
| <b>Event Round</b>               | <b>Version</b> |                         |             |
| 1                                | 1              |                         |             |
| <b>Event Name</b>                |                |                         |             |
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**Phone:**  
**Email:** Cyndi.A.Obrien@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

### Response Comments

| Question | UOM | Best | Worst | Response |
|----------|-----|------|-------|----------|
|----------|-----|------|-------|----------|

Please list the following information:

- List the Contract Administrator's Name
- List the Contract Administrator's Address
- List the Contract Administrator's Phone Number
- List the Respondent's Toll Free Phone Number
- List the Contract Administrator's Pager or Cell Number
- List the Contract Administrator's Email Address
- List the Respondent's Website

Required: Yes Mandatory ResponseNo

### Response Comments

Please answer yes or no to the following. If YES, describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

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|                                  |                |                         |             |
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| <b>Event ID</b>                  | <b>Format</b>  | <b>Type</b>             | <b>Page</b> |
| 32701-0000013920                 | Sell           | RFx                     | 3           |
| <b>Event Round</b>               | <b>Version</b> |                         |             |
| 1                                | 1              |                         |             |
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**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

### Response Comments

| Question | UOM | Best | Worst | Response |
|----------|-----|------|-------|----------|
|----------|-----|------|-------|----------|

The Respondent affirms the following statement, as required by the Iran Divestment Act Tenn. Code Ann. § 12-12-111: "By submission of this response, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Respondent is not on the list created pursuant to Tenn. Code Ann. § 12-12-106." For reference purposes, the list is currently available online at:  
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

Required: Yes Mandatory ResponseNo

### Response Comments

We ask that you take a few short minutes to complete this survey. The purpose of this survey is to capture Respondents' assessments of CPO procurement processes. Your responses will remain anonymous, and will have no bearing or consideration on contract award.

<https://www.surveymonkey.com/r/stateoftncpocustomer>

Required: No Mandatory ResponseNo

### Response Comments

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

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|                                  |                |                         |             |
|----------------------------------|----------------|-------------------------|-------------|
| <b>Event ID</b>                  | <b>Format</b>  | <b>Type</b>             | <b>Page</b> |
| 32701-0000013920                 | Sell           | RFx                     | 4           |
| <b>Event Round</b>               | <b>Version</b> |                         |             |
| 1                                | 1              |                         |             |
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**Contact:**  
**Phone:**  
**Email:** Cyndi.A.Obrien@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

### Response Comments

| Question | UOM | Best | Worst | Response |
|----------|-----|------|-------|----------|
|----------|-----|------|-------|----------|

The respondent shall indicate whether or not they plan to sub-contract:

No: The respondent does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s):

Attach list of additional subcontractors to the bid, including the following for each subcontractor.

- List the Sub-Contractor's Name
- List the Sub-Contractor's Address
- List the Sub-Contractor's Contact Person
- List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

The Respondent shall confirm that all employees, subcontractors, and laborers hold all necessary and appropriate business and professional licenses to provide goods or services as required by the Contract.

Required: Yes Mandatory ResponseNo

### Response Comments

# Event Details (cont.)

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|                                  |                |                         |             |
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| 32701-0000013920                 | Sell           | RFx                     | 5           |
| <b>Event Round</b>               | <b>Version</b> |                         |             |
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| Question | UOM | Best | Worst | Response |
|----------|-----|------|-------|----------|
|----------|-----|------|-------|----------|

The Respondent shall confirm that it understands all work performance under this Contract shall be under the full-time direction of the Contractor and the Contractor shall be responsible for the work and performance, and damages of any subcontractor and/or independent contractors or laborers hired in connection with the work under this Contract.

Required: Yes Mandatory ResponseNo

### Response Comments

# Event Details (cont.)

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|                                  |                |                         |             |
|----------------------------------|----------------|-------------------------|-------------|
| <b>Event ID</b>                  | <b>Format</b>  | <b>Type</b>             | <b>Page</b> |
| 32701-0000013920                 | Sell           | RFx                     | 6           |
| <b>Event Round</b>               | <b>Version</b> |                         |             |
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**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

### Line Details

**Line:** 1 **Item ID:** **Line Qty:** 1 **UOM:** Each **Bid Qty:**   
**Required:** Yes **Reserve Price:** No

**Description:** Office Trailer - Installation and Set-Up

| Question                             | UOM | Best | Worst | Response             |
|--------------------------------------|-----|------|-------|----------------------|
| What is the unit price of this item? |     |      |       | <input type="text"/> |
| Required: No Mandatory Response: No  |     |      |       |                      |

#### Response Comments

**Line:** 2 **Item ID:** **Line Qty:** 48 **UOM:** Month **Bid Qty:**   
**Required:** Yes **Reserve Price:** No

**Description:** Office trailer - Monthly Lease

| Question                             | UOM | Best | Worst | Response             |
|--------------------------------------|-----|------|-------|----------------------|
| What is the unit price of this item? |     |      |       | <input type="text"/> |
| Required: No Mandatory Response: No  |     |      |       |                      |

#### Response Comments

**Line:** 3 **Item ID:** **Line Qty:** 1 **UOM:** Each **Bid Qty:**   
**Required:** Yes **Reserve Price:** No

**Description:** Office Trailer - Teardown and Cleanup

#### Comments:

- Temporary Office Trailer

North Chickamauga Creek Gorge State Park  
 354 Montlake Road  
 Soddy-Daisy, Tennessee 37379

This request for bids is for a Contract to furnish all material, equipment, supplies, and labor necessary to provide, install, service, and remove a temporary office trailer with a 48-month term as basis for bid purposes.

#### General Conditions

- 1) On-site installation work shall be performed between receipt of signed Contract and July 1, 2026, unless the Park Manager grants a written exception.
- 2) All work shall comply with State-approved versions of the IBC, standards, regulations,

# Event Details (cont.)

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|----------------------------------|-------------------------|------|------|
| 32701-0000013920                 | Sell                    | RFx  | 7    |
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- other applicable codes, manufacturer's recommendation, and best practices.
- 3) Only the Park Manager can approve any alterations, modifications, and substitutions of the specifications or requirements of the project. No additional work shall be authorized unless pre-approved by the Park Manager in writing. Park staff, except the Park Manager, are not authorized to make any changes, deletions, or additions to the project or accept any portion of the work. This Contract shall be modified only by a written agreement signed by all parties. Any work performed outside of the written scope without any written change orders will be the responsibility of the Contractor or others and not Park Management. All questions, directives, and acceptance shall come only from the Park Manager.
  - 4) The Contractor shall keep the jobsite clean and safe and leave in a neat and tidy manner.
  - 5) All color selections are the choice of the Park Manager.
  - 6) All material substitutions must be pre-approved prior to bid acceptance.
  - 7) All materials shall be installed according to the manufacturers' recommendation, industry best practice, and applicable code.
  - 8) All work performance under this Contract shall be under the full-time direction of the Contractor. The Contractor shall be responsible for work and performance, and damages of any subcontractors and/or independent contractors or laborers hired in connection with the work under this Contract.

### General Scope of Work

#### New Work

- 1) The Vendor shall supply a nominal twelve (12) -foot by fifty-six (56) -foot office trailer with two private offices, an ADA compliant restroom, and an open office floor plan for use as a Visitor Center for the Park. A forty-eight (48) -month lease term shall be the basis for the bid. The trailer shall be in good condition with every component operational. The Vendor shall provide floor plan and pictures/color choices to Park Manager for pre-approval before bid acceptance.
- 2) The trailer shall include Low-E double pane windows, appropriately sized HVAC system, overhead lighting, VCT flooring, security screens, security door bars, an accessible ramp with landing, and one set of steps
- 3) All doors shall be a minimum of thirty-six (36) -inch width to comply with ADA standards.
- 4) The Vendor shall supply an accessible ramp with landing in accordance with ADA standards.
- 5) The Vendor shall deliver and install trailer with skirting and ramp.
- 6) Upon completion of the Contract, the Vendor shall remove the trailer and associated parts from site to include any cleaning fees or other associated fees.
- 7) Sewer, power, and water connections to be by others after installation.
- 8) The Vendor shall warrant the trailer and all accessories for major defects in materials and workmanship to include replacement and/or repair of defective equipment throughout the lease term except for normal use and minor repairs.
- 9) Billing shall be one-time each for installation and teardown. Otherwise, trailer shall be billed monthly. The State is tax exempt and can provide documentation of such.

#### Additional Terms and Conditions

- 1) All aspects of this job shall be left in a finished condition: All finish work, interior and exterior walls and trim, finish painting, caulking and final cleanup are included in this contract.
- 2) The Contractor shall be responsible for determining where all utilities are on the job site and care should be taken to protect the utilities from any damage caused by the demo/construction. This shall include any underground utilities around the job site area. If damage occurs, it shall be repaired within a twenty-four (24) -hour period from the time damage occurs.
- 3) The Contractor shall protect areas adjacent to his work and shall be required to repair any damage they may cause.
- 4) Unless otherwise indicated, all materials, equipment, and supplies shall be new and in good condition, UL listed when applicable, and all work accomplished in a manner

# Event Details (cont.)

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|                                  |                |                         |             |
|----------------------------------|----------------|-------------------------|-------------|
| <b>Event ID</b>                  | <b>Format</b>  | <b>Type</b>             | <b>Page</b> |
| 32701-0000013920                 | Sell           | RFx                     | 8           |
| <b>Event Round</b>               | <b>Version</b> |                         |             |
| 1                                | 1              |                         |             |
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acceptable to Park Management.

5) Clean up of the project site shall be the responsibility of the Contractor. The Contractor to assure that job site is clean of nails, debris, etc., at end of each day to ensure safety. The Contractor shall clean up and haul away all scraps when work is completed to an approved location off State property.

6) The Contractors and all subcontractors are not authorized to day laborers or temporary labor on this project without the express written permission of Park Management.

7) Note: Before the Contract resulting from this Invitation to Bid is signed, the apparent successful proposer shall be registered with the Department of Revenue for the collection of Tennessee sales and use tax. The State shall not approve a Contract unless the proposer provides proof of such registration. The foregoing is a mandatory requirement of an award of a Contract pursuant to this solicitation.

8) Invoices shall be submitted for payment to: Sarah Geeslin, Park Manager, PO Box 129, Soddy-Daisy, TN 37384, or sarah.geeslin@tn.gov.

Nothing follows

| Question                             | UOM | Best | Worst | Response |
|--------------------------------------|-----|------|-------|----------|
| What is the unit price of this item? |     |      |       |          |

Required: No Mandatory Response: No

**Response Comments**

# Event Details (cont.)

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|                                  |                         |             |             |
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| <b>Event ID</b>                  | <b>Format</b>           | <b>Type</b> | <b>Page</b> |
| 32701-0000013920                 | Sell                    | RFx         | 9           |
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## Bidder Information

|                          |                   |              |
|--------------------------|-------------------|--------------|
| <b>Firm Name:</b>        |                   |              |
| <b>Name:</b>             | <b>Signature:</b> | <b>Date:</b> |
| <b>Phone #:</b>          | <b>Fax #:</b>     |              |
| <b>Street Address:</b>   |                   |              |
| <b>City &amp; State:</b> | <b>Zip Code:</b>  |              |
| <b>Email:</b>            |                   |              |

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| <b>Event ID</b>                  | <b>Format</b>  | <b>Type</b>             | <b>Page</b> |
| 32701-0000013920                 | Sell           | RFx                     | 10          |
| <b>Event Round</b>               | <b>Version</b> |                         |             |
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## Appendix A - Line Specifications

**Line:** 1 **Item ID:** **Line Qty:** 1 **UOM:** Each  
**Description:** Office Trailer - Installation and Set-Up

### Item Specifications

**Manufacturer:**

**Mfg Item ID:**

**Item Length:** 0 **Item Height:** 0

**Item Width:** 0 **Dimension UOM:**

**Item Volume:** 0 **Volume UOM:**

**Item Weight:** 0 **Weight UOM:**

**Item Size:** **Item Color:**

### Shipping Information

**Schedule:** 1 **Ship To:** North Chickamauga Creek Gorge

**Quantity:** 1 354 MONTLAKE RD

**Due Date:** 05/20/2026 SODDY DAISY TN 37379

**Freight Terms:** United States

**Ship Via:** Best Option Available

**Line:** 2 **Item ID:** **Line Qty:** 48 **UOM:** Month  
**Description:** Office trailer - Monthly Lease

### Item Specifications

**Manufacturer:**

**Mfg Item ID:**

**Item Length:** 0 **Item Height:** 0

**Item Width:** 0 **Dimension UOM:**

**Item Volume:** 0 **Volume UOM:**

**Item Weight:** 0 **Weight UOM:**

**Item Size:** **Item Color:**

### Shipping Information

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**Quantity:** 48 354 MONTLAKE RD

**Due Date:** 05/20/2026 SODDY DAISY TN 37379

**Freight Terms:** United States

**Ship Via:** Best Option Available

**Line:** 3 **Item ID:** **Line Qty:** 1 **UOM:** Each  
**Description:** Office Trailer - Teardown and Cleanup

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| 32701-0000013920                 | Sell           | RFx                     | 11          |
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### Item Specifications

|                      |   |                       |   |
|----------------------|---|-----------------------|---|
| <b>Manufacturer:</b> |   | <b>Item Height:</b>   | 0 |
| <b>Mfg Item ID:</b>  |   | <b>Dimension UOM:</b> |   |
| <b>Item Length:</b>  | 0 | <b>Volume UOM:</b>    |   |
| <b>Item Width:</b>   | 0 | <b>Weight UOM:</b>    |   |
| <b>Item Volume:</b>  | 0 | <b>Item Color:</b>    |   |
| <b>Item Weight:</b>  | 0 |                       |   |
| <b>Item Size:</b>    |   |                       |   |

### Shipping Information

|                       |                       |                 |                               |
|-----------------------|-----------------------|-----------------|-------------------------------|
| <b>Schedule:</b>      | 1                     | <b>Ship To:</b> | North Chickamauga Creek Gorge |
| <b>Quantity:</b>      | 1                     |                 | 354 MONTLAKE RD               |
| <b>Due Date:</b>      | 05/20/2026            |                 | SODDY DAISY TN 37379          |
| <b>Freight Terms:</b> |                       |                 | United States                 |
| <b>Ship Via:</b>      | Best Option Available |                 |                               |

# Event Details (cont.)

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| 32701-0000013920                 | Sell                    | RFx  | 12   |
| Event Round                      | Version                 |      |      |
| 1                                | 1                       |      |      |
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**Contact:** Cyndi O'Brien  
**Phone:**  
**Email:** Cyndi.A.Obrien@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

## Appendix B - Terms & Conditions

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1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.

If the information will be submitted in writing please mail to the following address:

Department of Finance and Administration  
312 Rosa L. Parks Ave.  
21st Floor Tennessee Tower  
ATTN: Supplier Maintenance  
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016