**Event Description**

This event is to bid for a Two (2) year contract for Department of Military.

This contract is for Aquatic Fauna Planning Level Survey and Habitat Assessment for Volunteer Training Sites: Catoosa, Milan and Smyrna Tennessee Army National Guard.

Specifications and terms & conditions are attached.

Agency Contact: Greg Turner at 615-313-0765.

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

The purpose of this Invitation to Bid Event/Source of Supply Event is to establish a term contract (s) to provide: The State of Tennessee, with products and/or services as described in the attached terms, conditions, specifications and price sheet.

A term contract means a contract in which a source or sources for supply are established for a specified period of time at an agreed upon price(s).

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/-invitations-to-bid--itb-.html Click on the link that says 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: https://supplier.edison.tn.gov/ (Maintain supplier information)

Central Procurement Office Website: https://www.tn.gov/generalservices/procurement.html

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

Please enter the number of days that your bid offer will expire from the bid opening date: 0

Required: Yes Mandatory Response: No

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 Yes

Required: Yes Mandatory Response: No
Event Details (cont.)

**PeopleSoft Strategic Sourcing**

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**Event Name**
Aquatic Fauna Planning Level Survey - Military

<table>
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<th>Finish Time</th>
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<tr>
<td>03/04/2019 12:30:00 CST</td>
<td>03/12/2019 14:00:00 CDT</td>
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**Bidder:**
PUBLIC EVENT DETAILS

**Submit To:**
Military
Call for Shipping Information
United States

**Contact:**
Sharon L Pope

**Phone:**
615/741-9588

**Email:**
Sharon.Pope@tn.gov

---

**Response Comments**

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<th>Question</th>
<th>UOM</th>
<th>Best</th>
<th>Worst</th>
<th>Response</th>
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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 Response: No

---

**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 Response: No
A link to the Central Procurement Office’s surveying tool is included in the Event Attachments. We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. Your responses will remain anonymous, and will have no bearing or consideration in the awarding of this procurement.

Required: No  Mandatory Response: No

Response Comments

How many days after receipt of purchase order will it take you to deliver this item? 0

Required: Yes  Mandatory Response: No

Response Comments

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

No: The bidder 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, please include the following for each.

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 Response: No
Subcontracting

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.

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company’s efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, “Yes”.

Yes

Required: Yes  Mandatory Response:Yes

Provide a copy of your Company’s State of TN Department of Revenue Registration Certificate of Registration or Exemption Letter.

Yes

Required: Yes  Mandatory Response:No

Confirm you have read the SOW and can meet all the requirements in the timeframe specified.

Yes

Required: Yes  Mandatory Response:No
All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary) Please be sure to include the following information:

List the Service Organization:
List the Service Organizations Address:
List the Area(s) in TN that the Service Organization will Service:
List the Service Organizations Phone Number:
List the Service Organizations Toll Free Number:
List the Service Organizations Pager or Cell Phone:
List the Service Organizations Fax Number:
List the Service Organizations Email Address:
List the Service Organizations Website:

Required: Yes  Mandatory Response: No

Response Comments

Associated Terms: Service Organization
All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary)
### Event Details (cont.)

**PeopleSoft Strategic Sourcing**

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**Event Round** 1

**Version** 1

**Event Name**

Aquatic Fauna Planning Level Survey - Military

**Start Time**

03/04/2019 12:30:00 CST

**Finish Time**

03/12/2019 14:00:00 CDT

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Military

Call for Shipping Information

United States

**Contact:** Sharon L Pope

**Phone:** 615/741-9588

**Email:** Sharon.Pope@tn.gov

**Event Currency:** US Dollar

**Bids allowed in other currency:** No

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**Line Details**

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<th>Item ID</th>
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**Description:** Aquatic Survey Kick-Off Meeting - 10% of Contract

**Question:** What is the unit price of this item?  
  
  **Required:** Yes 
  **Mandatory Response:** No

**Response Comments**

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<th>Line</th>
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**Description:** Project Work Plan - 10% of Contract

**Question:** What is the unit price of this item?  
  
  **Required:** Yes 
  **Mandatory Response:** No

**Response Comments**

---

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<td>3</td>
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<td>1.00</td>
<td>Each</td>
<td></td>
<td>Yes</td>
<td>No</td>
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</table>

**Description:** Field Sampling & Species ID - 40% of Contract

**Question:** What is the unit price of this item?  
  
  **Required:** Yes 
  **Mandatory Response:** No

**Response Comments**

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Event Details (cont.)

PeopleSoft Strategic Sourcing

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Submit To: Military
Call for Shipping Information
United States
Contact: Sharon L Pope
Phone: 615/741-9588
Email: Sharon.Pope@tn.gov

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

---

### Line 4

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**Description:** Draft Biological Survey Report - 20% of Contract

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<th>Worst</th>
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Required: Yes  Mandatory Response: No

**Response Comments**

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<td>Required: Yes</td>
<td>Reserve Price: No</td>
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**Description:** Final Survey Report - 20% of Contract

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Required: Yes  Mandatory Response: No

**Response Comments**
Event Details (cont.)

PeopleSoft Strategic Sourcing

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Bidder: PUBLIC EVENT DETAILS

Submit To: Military
Call for Shipping Information
United States

Contact: Sharon L Pope
Phone: 615/741-9588
Email: Sharon.Pope@tn.gov

Event Details (cont.)

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Event Round: Version 1 1

Event Name: Aquatic Fauna Planning Level Survey - Military

Start Time: 03/04/2019 12:30:00 CST
Finish Time: 03/12/2019 14:00:00 CDT

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

Bidder Information

Firm Name:

Name: Signature: Date:

Phone #: Fax #:

Street Address:

City & State: Zip Code:

Email:
## Appendix A - Line Specifications

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PeopleSoft Strategic Sourcing

Event ID: 34101-0000010950  Format: Sell  Type: RFx  Page: 11

Event Round: 1  Version: 1

Event Name: Aquatic Fauna Planning Level Survey - Military

Start Time: 03/04/2019 12:30:00 CST  Finish Time: 03/12/2019 14:00:00 CDT

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

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Bidder: PUBLIC EVENT DETAILS
Submit To: Military
Call for Shipping Information United States
Contact: Sharon L Pope
Phone: 615/741-9588
Email: Sharon.Pope@tn.gov

Item Specifications

Manufacturer:
Mfg Item ID:
Item Length: 0
Item Height: 0
Item Width: 0
Item Volume: 0
Item Weight: 0
Item Size: 
Item Color:

Shipping Information

Schedule: 1  Ship To: MILITARY PROCUREMENT OFFICE
Quantity: 1  3041 SIDCO DRIVE
Due Date: 03/09/2019  DOCK 154
Freight Terms: Best Option Available
Ship Via: NASHVILLE TN 37204

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

Item Specifications

Manufacturer:
Mfg Item ID:
Item Length: 0
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Shipping Information

Schedule: 1  Ship To: MILITARY PROCUREMENT OFFICE
Quantity: 1  3041 SIDCO DRIVE
Due Date: 03/09/2019  DOCK 154
Freight Terms: Best Option Available
Ship Via: NASHVILLE TN 37204

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

Item Specifications

Manufacturer:
Mfg Item ID:
Item Length: 0
Item Height: 0
Item Width: 0
Item Volume: 0
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Item Size: 
Item Color:
Event Details (cont.)

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**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Military
Call for Shipping Information
United States

**Contact:** Sharon L Pope
**Phone:** 615/741-9588
**Email:** Sharon.Pope@tn.gov

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

**Shipping Information**

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**Event Name:** Aquatic Fauna Planning Level Survey - Military

**Start Time:** 03/04/2019 12:30:00 CST
**Finish Time:** 03/12/2019 14:00:00 CDT
Appendix B - Terms & Conditions

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.