



# City of East Ridge

1517 Tombras Avenue  
East Ridge, Tennessee 37412  
(423)867~7711 • [www.eastridgetn.gov](http://www.eastridgetn.gov)

Parks and Recreation Director  
Shawna Skiles

**2024 East Ridge Parks and Recreation  
Athletic Field Supplier Baseball/Softball Bid Specifications  
Bid Opening  
Wednesday, June 26, 2024 at 2:30 pm**

**East Ridge City Hall  
1517 Tombras Avenue  
East Ridge, TN 37412**

The City of East Ridge is accepting sealed bids from experienced Athletic Field Suppliers for various supplies for the Baseball and Softball Fields within Camp Jordan Park. The Parks and Recreation Department is seeking items for purchase within the fiscal year of July 2024-June 2025. All items and quantities specified are an estimate and are subject to change based upon field supply needs for the year. To be considered for this bid, interested parties must submit sealed bids on or before 2:30 pm, EDT, Wednesday, June 26, 2024.

## **INSTRUCTIONS FOR BID SUBMISSIONS**

All sealed bids must be submitted to the city clearly marked “**2024 East Ridge Parks and Recreation Athletic Field Supplier Baseball/Softball**” on the sealed bid envelope. Any interpretations, clarifications, or additional information not disclosed in this bid packet and determined to be necessary by the City in response to questions, will be issued by means of addendum or addenda, which addendum or addenda will be posted to the City website, [https://www.eastridgetn.gov/business\\_economic\\_dev.html](https://www.eastridgetn.gov/business_economic_dev.html), to all interested parties identified by the City as having received the bid documents. The Bidder is required to check the website to see if there has been any addendum or addenda posted for this Bid. Only questions answered and information supplied by means of such an addendum or addenda will be considered as binding.

## **SCOPE OF WORK/DESCRIPTION OF ITEM**

The purpose of this bid is to provide Athletic field supplies to the City’s Parks and Recreation Department for the July 2024-June 2025 fiscal year at Camp Jordan Park. In order to successfully accomplish this project, the City is seeking a qualified supplier that can turn around supply orders within 5 days from the date of the order.

## **BID REQUIREMENTS:**

For a bid to be considered, it must include:

1. Contact name, Business name, and mailing address.
2. Telephone number and email address.

**TERMS AND CONDITIONS GOVERNING THIS BID**

Pursuant to Tennessee State Law, the Iran Divestment Act Certification attached must be completed, notarized, and returned with the bid in order for the bid to be considered and awarded.

All bids must be sealed and properly marked “**2024 East Ridge Parks and Recreation Athletic Field Supplier Baseball/Softball**” on the outside of the envelope. Late bids will not be considered under any circumstances.

Contact Parks and Recreation Director Shawna Skiles at 423-260-9190 or [sskiles@eastridgetn.gov](mailto:sskiles@eastridgetn.gov) to schedule an appointment to inspect the project area. Bidders are strongly encouraged to visit the site of the work.

Bids for the Parks and Rec Field Supplies for July 2024-June 2025 will be received up and until 2:30 pm EST on Wednesday, June 26, 2024 at the Office of the City Recorder, 1517 Tombras Avenue, East Ridge, Tennessee, 37412. At that time, bids received will be opened and read aloud. **All questions on this project should be directed to Shawna Skiles at 423-260-9190 or [sskiles@eastridgetn.gov](mailto:sskiles@eastridgetn.gov).**

The City of East Ridge reserves the right to reject any or all bids, to waive technicalities therein, and to award the bid in the City’s best interest.

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East Ridge, TN 37412**

**COMPANY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**PHONE:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

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**All quantities are best estimates and are not a contracted purchase amount.**

<u>ITEM</u>	<u>QTY</u>	<u>PRICE EACH</u>	<u>TOTAL PRICE (QTY X PRICE EACH)</u>
Chalk	300 bags	_____	_____
Matt Drags	4 units	_____	_____
Field Conditioner	300 bags	_____	_____
Base Anchors	12 units	_____	_____
Whisker plugs	36 units	_____	_____
Home Plates	12 plates	_____	_____
Bases	36 bases	_____	_____
Field Grading	12 fields	_____	_____
Nail Drags	2	_____	_____
Pitching Rubbers	12	_____	_____
Fence Toppers	2400 ft	_____	_____

**Grand Total** \_\_\_\_\_

**IRAN DIVESTMENT ACT CERTIFICATION**  
**EFFECTIVE DATE JULY 1, 2016**

**Chapter No. 817 (HB0261/SB0377). “Iran Divestment Act” enacted.** Amends Tennessee Code Annotated, Title 12 by adding Chapter 12, which is to be known as the “Iran Divestment Act.” The Act requires the chief procurement officer for the State, no more than 120 days after the effective date of this Act, to publish on the State’s website, using credible information freely available to the public, a list of persons determined to be engaged in investment activities with Iran. It prohibits a person identified on the list from contracting with a local government and makes any contract entered into void. It provides that after the effective date of this Act, **every bid or proposal made to a local government for goods or services, when competitive bidding is required, must contain the certification stated below,** subscribed, and affirmed by the bidder as true under the penalty of perjury. The Act allows the certification to be submitted electronically. **It prohibits a bid from being considered or an award being made if the bidder does not provide the certification below to the local government,** except under limited enumerated circumstances.

I certify, under penalty of perjury, that the following statement is true:

“By submission of this sealed bid, **each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.**”

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

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

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

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

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

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

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

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared, to me known to be the person (or persons) described in and who executed the foregoing instrument, and acknowledged that such person (or persons) executed the same as such person (or person's) free act and deed.

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

Print Name \_\_\_\_\_

My Commission Expires: