



Anderson County Water Authority

***1611 N Charles G. Seivers Blvd
Clinton, TN 37716***

Request for Quote

FOR:

Industrial Tank Retaining Wall

FROM:

Anderson County Water Authority
1611 N Charles G. Seivers Blvd
Clinton, TN 37716



Anderson County Water Authority

**1611 N Charles G. Seivers Blvd
Clinton, TN 37716**

Date: July 15th, 2025

Subject: Invitation for Retaining Wall Construction Quote

To Whom It May Concern:

Anderson County Water Authority will receive sealed quotes at the address listed below until 12:00 pm on August 8th, 2025. Quotes delivered later will not be accepted. Anderson County Water Authority is not responsible for delays in delivery.

Delivery should be made to (for courier or US mail):

**Jeff Elrod
General Manager
Anderson County Water Authority
1611 N Charles G. Seivers Blvd
Clinton, TN 37716**

**Package should be labeled
“Industrial Tank Retaining Wall”**

Refer to the “Response Preparation – Information and Instructions” section for further requirements regarding proposal development, packaging, and delivery.

The invitation to quote has the following table of contents:

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1. INTRODUCTION

Anderson County Water Authority (ACWA) is a water and sewer provider serving Anderson County located in the State of Tennessee. ACWA is in the Knoxville Metropolitan Statistical Area located on the western side of Knox County.

1.1. Purpose

The purpose of this invitation for quotes is to source qualified contractors to construct an engineered retaining wall to provide site stabilization to a water tank site. This work will be required to follow the design of the engineer and inspection and oversight by the engineer.

2. Scope of Invitation for Quotes

2.1 Overview

Anderson County Water Authority desires to source a qualified contractor to build a retaining wall according to engineering design by Foundation Systems Engineering, P.C. The construction of the wall must adhere to all design criteria and the selected firm must retain the services of Foundation Systems Engineering, P.C. to supervise, inspect and approve the completion of the retaining wall construction. Completion of the retaining wall must be to the satisfaction of Anderson County Water Authority in addition to the requirements of the engineer.

Site visits by contractors to preview the location of the retaining wall will be scheduled on July 28th– July 30th from 9am – 2pm. Participating contractors can call 1-865-250-2847 to schedule visits.

Retaining wall engineering drawing can be obtained by requesting via email to jelrod@acwatn.org

2.2 Retaining wall construction requirements (In addition to requirements as required by engineered drawing)

- a. All required excavation soils, rocks and debris will be removed from the property by the contractor unless otherwise approved by ACWA prior to work commencement.
- b. All work will be coordinated with ACWA to ensure the work site is accessible by the contractor and secured at the end of each workday
- c. The contractor will maintain communication with Foundation Systems Engineering, P.C. to ensure proper inspections occur during the construction process
- d. The contractor will remove all excess materials from the property at the completion of the job.
- e. The contractor will communicate with ACWA regarding any revisions requested or made regarding the construction of the retaining wall that has been designed and approved by Foundation Systems Engineering, P.C.
- f. The contractor will construct the retaining wall to the design criteria as provided in the plans created by Foundation Systems Engineering, P.C. and references as project #725302 dated 06/25/2025 titled “Anderson County Tank Retaining Wall 1448 Mountain Rd”
- g. The contractor will retain the services of Foundation Systems Engineering, P.C. to supervise and inspect the retaining wall construction and pay all applicable fees invoiced by Foundation Systems Engineering, P.C.
- h. The contractor will notify ACWA and Foundation Systems Engineering, P.C. at the conclusion of the project for a final inspection in which the final inspection must be to the satisfaction of both ACWA and Foundation Systems Engineering, P.C.
- i. The contractor will provide a 12-month warranty on all work performed.
- j. The retaining wall must be completed within 60 days of notification that a quote is accepted by ACWA.

3. RESPONSE PREPARATION – INFORMATION AND INSTRUCTIONS



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To maintain the fairness and integrity of the selection process, it is essential that the proposal conform to the requirements of this section. Do not include any material that is not specifically requested. Elaborate artwork, expensive paper or bindings, and expensive visual or other presentations are neither necessary nor desired. Failure to follow the instructions in this section may result in disqualification. Anderson County Water Authority desires a concise, direct, and easily interpreted response.

3.1. RESPONSE TO QUESTIONS

Please adhere to the following guidelines when responding to any questions in this invitation to quote. These guidelines are provided to help the Anderson County Water Authority evaluation team more accurately obtain the information needed for their evaluation.

- When answering a specific question, DO NOT refer the reviewer to an enclosed brochure, report, or another document. Please respond by providing a concise, simple, and clear answer to the question.
- If you feel a reference must be made to another document or paragraph in the quote, INCLUDE A PAGE NUMBER AND PARAGRAPH REFERENCE, and any other reference indicator that you feel will enable the reviewer to access the information.
- If you choose NOT to answer a question, so indicate by writing “Not Applicable,” or otherwise indicating the reason for non-response.
- You must include the INVITATION FOR QUOTE question with your response to aid in our review.

3.2. PROCUREMENT SCHEDULE

- Request for quotes posted [July 16th, 2025]
- Time limit to ask questions..... [August 1st, 2025]
- Quotes due [August 8th, 2025]
- Evaluations completed..... [August 13th, 2025]
- Selection(s) made[August 19th, 2025]

Selected quote must be approved by the ACWA Board at the August Board meeting scheduled for August 19th, 2025 @ 5pm. The board meeting is subject to being rescheduled. If rescheduled the participants will be notified. ACWA reserves the right to terminate this process or reject any and all quotes submitted at the sole discretion of the Anderson County Water Authority Board of Commissioners or General Manager.

3.3. FORMAT INSTRUCTIONS

3.3.1. STYLE

- All proposals should use common, easily readable, and available fonts such as Times New Roman in 10 point or larger type-size.
- Each page shall contain at least a one-inch margin on all sides.

3.3.2. ORGANIZATION

- All pages shall be numbered.
- Major sections shall have a page break between them and the next section.
- The following sections shall be included:



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I) Cover Letter, Introduction (Limit to 1 page)

II) Executive Summary (Limit to 3 pages) – The summary should be suitable for review by a Board of Commissioners. The following overviews or recaps are suggested for inclusion: company strength and markets served; product functions and capabilities, including perceived advantages; support services; value differentiation, including cost considerations.

III) Cost Proposal (Limit to 5 pages) If your construction service has options which you feel are superior to competitor services or are options not offered by competitors, please elaborate what these are, and the cost associated with the options as a part of the total cost of the configured service.

-Include the total cost of retaining wall construction as a complete solution which includes but not limited to (debris/spoils removal, excavation equipment expense, labor, materials, permitting fees, engineering fees, inspection fees, mobilization costs)

-Include a cost that could be deducted from the total cost if ACWA provides removal of excavated spoils from the job (excavation will still be performed by the contractor). The choice to utilize this cost savings option is at the discretion of Anderson County Water Authority.

3.4 COPIES AND SUBMISSION

- Paper - one (1) unbound, signed original (signature by an authorized employee of the quoting company) required
- Submission is considered to have been made when the sealed quote is received at the Authority's office located at 1611 N Charles G. Seivers Blvd Clinton, TN 37716 no later than August 8th, 2025, at 12p.m.
- The form on the next page titled Quote Response Form will be filled out completely and returned as the first page of the package.
- Include a copy of general liability and workers compensation coverage.
- Include a copy of business license
- Include 3 references of similar work and contact information for the client
- All submissions shall be in a sealed package(s) and clearly labeled:

"Industrial Tank Retaining Wall"

Send all quotes to:

**Jeff Elrod
General Manager
Anderson County Water Authority
1611 N Charles G. Seivers Blvd
Clinton, TN 37716**



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QUOTE RESPONSE FORM

Contact Address: _____

Name: _____ Position: _____

In accordance with your invitation to quote titled "Industrial Tank Retaining Wall" and approved on (date) _____ the undersigned hereby agrees to furnish the services in accordance with this proposal and provide a performance bond of 1.5x the total quoted cost.

The undersigned understands that, if chosen as a final vendor, additional good-faith contract negotiations will occur, and that the attached proposal shall serve as a basis for that negotiation. The undersigned understands that any and all quotes can be rejected and/or cancelled at the sole discretion of the Anderson County Water Authority Board of Commissioners or the General Manager for any reason determined to be in the best interest of the Authority.

An authorized representative of each party to our proposed solution has signed below.

Company: _____

State of Incorporation: _____

Signed: _____ Printed Name _____

Title: _____

Address: _____

Telephone: _____

General Liability Insurance Company Policy # _____ Liability Coverage _____

Company: _____

State of Incorporation: _____

Signed: _____ Printed Name _____

Title: _____

Address: _____

Telephone: _____

General Liability Insurance Company Policy # _____ Liability Coverage _____



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3.5. VENDOR INQUIRIES, EXCEPTION REQUESTS, AND COMMUNICATION

All inquiries shall be made to:

Jeff Elrod
General Manager
Anderson County Water Authority
1611 N Charles G. Seivers Blvd
Clinton, TN 37716
jelrod@acwatn.org
865.250.2847
BUSINESS HOURS: 8AM - 4 PM MONDAY THRU FRIDAY

Vendor questions will not be answered after the date identified in the project schedule above.

3.6. INVITATION FOR QUOTES IS NOT A BASIS FOR OBLIGATIONS

This request for quotes does not constitute an offer to contract and does not commit Anderson County Water Authority to the award of a contract to a person or entity submitting pricing, or to pay any costs incurred in the preparation and submission of quotes. The Authority reserves the right to reject any or all quotes that do not conform to the requirements stated in this document. Anderson County Water Authority reserves the right to cancel all or part of this request for quotes for any reason determined by the Authority to be in the public or the Authority's best interest. In the event a selected quote is awarded to a vendor, Anderson County Water Authority at its discretion can choose to stop utilizing the vendor at any time. This request for quotes is not an obligation to a term agreement. The selection of a quote can be based on any criteria determined by Anderson County Water Authority including but not limited to the timeliness of the job completions, qualifications of the contractor, references, total job cost and the ability to meet the specifications of the project.

3.7. RIGHTS TO SUBMITTED MATERIALS

All pricing and material submitted to Anderson County Water Authority by a vendor, in response to this invitation for quotes, shall become the property of the Authority after the quote submission deadline. The Authority's return of the quote/material will be subject to the requirements of the laws of the State of Tennessee.