

Hamblen County, Tennessee

2022 Public Official Bond (ITB 2022-18-2)

Vendor Submitted Questions with Responses

1. Explain what check signing procedures are in place for the Trustee?

The Trustee cannot write checks. The finance department is the only department with the ability to write checks. There must be two (2) signatures on each check...1) County Mayor; 2) Finance Director

2. We would like to inquire about the bid date being changed. I have confirmed with the carriers that the Trustee must qualify for the bond quote to be honored; they do a credit check on the individual. I suggest that the RFP bid deadline be extended to August 19th to allow for the election. This RFP is asking us to bid before knowing who the Trustee will be for 2022-2026. For our bid to be accurate, we would like to request confirmation of the name of the Trustee for the bid before offering the quote. The only other option is for the bid to be contingent on the elected trustee to be Mr. Long. What are our options?

The bid recommendation must go before the August commission meeting, which is August 18th since it will be effective September 1st. The bid deadline cannot be changed. The quote you submit is the quote that will be considered and cannot be changed after the fact. If you submit one bid cost, that is the bid that will be used. We will not accept any contingency clauses affecting the bid amount. So, if you base your response specifically for Mr. Long and his opponent wins, your bid would be viewed as a non-responsible bid and would not be considered. You can either have one bid amount that will be for both candidates or submit bid amounts for each candidate. Credit checks and applications can be done on both candidates, but you will need to contact them yourself for the information. Contact Jeff Gardner in the Elections office for candidate names and contact information.