



# CITY OF JOHNSON CITY

## PURCHASING DEPARTMENT

209 WATER STREET, P.O. BOX 2150

JOHNSON CITY, TN 37601/37605

423-975-2716

Fax: 423-975-2712

Email: vharless@johnsoncitytn.org

# Request for Quotation

**NUMBER -IT-09-26-12-WATER BILLS**

The above number must appear on all quotations and related correspondences.

**THIS IS NOT AN ORDER**

DATE	QUOTE NOT LATER THAN	DELIVERY REQUIREMENTS	DELIVERY PROMISED	F.O.B.:	TERMS
09-12-12	09-26-12 by 4:00 pm	AS NEEDED		DELIVERED	NET 30 DAYS

### WATER BILLS

City of Johnson City Purchasing Office  
 Attn: Valerie Harless  
 209 Water Street  
 Johnson City, TN 37601

Mailing address: P.O. Box 2150  
 Johnson City, TN 37605  
 Phone: 423-975-2716  
 Fax: 423-975-2712  
 Email: vharless@johnsoncitytn.org

NAME OF COMPANY: \_\_\_\_\_

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

FAX: \_\_\_\_\_

Email: \_\_\_\_\_

BY: (SIGNATURE) \_\_\_\_\_

PRINTED: \_\_\_\_\_

OFFICIAL TITLE: \_\_\_\_\_

QUOTATION DATE: \_\_\_\_\_

PLEASE QUOTE ON THIS SHEET IN SPACES INDICATED BELOW FOR THE ARTICLES DESCRIBED.

NOTE: DELIVERY REQUIRED AND IN QUOTING, ADVISE DEFINITE DELIVERY.

BASE YOUR QUOTATIONS ON THE TERMS AND CONDITIONS PRINTED AND/OR TYPED HEREON.

Terms: NET 30 DAYS

F.O.B. DELIVERED

Quotes may be returned by mail or facsimile or email.

### WE QUOTE YOU AS BELOW:

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1.	288,000	<p><b>Water bills</b>, per sample &amp; add following items:</p> <p>#1. Add <b>GP- GARBAGE PULLS</b> to the TYPE SERVICE EXPLANATION section.</p> <p>#2. Add (as the last item on the bulleted list)-</p> <ul style="list-style-type: none"> <li>• <b>Receive your statement by email. Information is available at <a href="http://www.johnsoncitytn.org/cityservices/online">www.johnsoncitytn.org/cityservices/online</a></b></li> </ul> <p>Printed on 100# tag; vertical perf are "MINIMUM of 13Tx.032" (MINIMUM of 13 ties per inch); no marginal perforations            Proof must be approved before printing by Lisa Sagona,            423-232-1789            Sample provided upon request.</p>		

Valerie Harless  
Buyer

Vendor's past performance will be a consideration in the awarding of the contract

JOHNSON CITY UTILITY SYSTEM  
 P.O. BOX 2386  
 JOHNSON CITY, TN 37605-2386  
 PHONE (423) 461-1640  
 ADDRESS SERVICE REQUESTED

SERVICE FROM	NET AMOUNT	GROSS AMOUNT		
SERVICE TO	ACCOUNT NO	PAY GROSS AFTER		
SERVICE AT				
PRESENT READING	PREVIOUS READING	USED	SERVICE	CHARGES

**RETURN THIS STUB WITH PAYMENT**

ACCOUNT NO.	NET AMOUNT
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BILL DATE	SAVE THIS
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PAY GROSS AFTER	GROSS AMOUNT
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PRESORTED  
 FIRST CLASS MAIL  
 U.S. POSTAGE PAID  
 JOHNSON CITY, TN 37601  
 PERMIT NO. 12

EASTERN BUSINESS FORMS 423-929-2282



**JOHNSON CITY UTILITY SYSTEM**  
 P.O. BOX 2386  
 JOHNSON CITY, TN 37605-2386

- Bills are due when received and payable at City Hall.
- Pay on-line at [www.johnsoncitytn.org](http://www.johnsoncitytn.org).
- We offer automatic drafts as a payment option.
- Failure to receive bill does not relieve consumer of payment or penalty.
- If bill remains unpaid two (2) days after the due date shown, services may be discontinued without further notice.
- Fee for restoring services during the regular office hours is \$25.00. All fees must be paid before services are restored.
- If you have any reason to believe the amount of these charges is in error, please contact our office at least one day prior to cut off date.
- A service fee will be charged on each returned check.

**NOTICE** - Connection/Disconnection Requests: **Requested Connection and/or Disconnection dates are not guaranteed.** Customer is responsible for verifying that connection/disconnection occurred prior to using or vacating property. Customers' failure to verify that connection/disconnection occurred may result in damages to their pipes and property for which the City shall not be responsible.

OFFICE HOURS  
 MONDAY - FRIDAY  
 8:00 A.M. - 5:00 P.M.  
 CLOSED  
 SAT., SUN., & HOLIDAYS

**TELEPHONE NUMBERS**

**BILLING (423) 461-1640**  
**MAINTENANCE (423) 461-1645**  
**SOLID WASTE (423) 975-2792**

FOR YOUR CONVENIENCE,  
 A NIGHT DEPOSIT BOX IS AVAILABLE  
 AT 601 EAST MAIN STREET.

PLEASE BRING ENTIRE BILL WHEN  
 PAYING IN PERSON.

**TYPE SERVICE EXPLANATION**

WA - WATER	LC - LANDFILL CHARGE
LS - SEWER	DR - DUMPSTER RENTAL
MS - METERED SEWER	SW - SOLID WASTE FEE
FT - FIRE TAP	RC - ROLLOFF COLLECTION
TX - SALES TAX	RG - REGIONAL GARBAGE
SC - SERVICE CHARGE	DC - DUMPSTER COLLECTION
PB - PREVIOUS BALANCE	ST - STORMWATER
AS - AMMONIA/ZINC/S/C	
SD - BOD	
SS - SUSPENDED SOLIDS	

**CHANGE REQUESTS LISTED BELOW:**

1. Add GP - GARBAGE PULLS to the TYPE SERVICE EXPLANATION section.
2. Add the line below as the last item on the bulleted list

Receive your statement by email. Information is available at [www.johnsoncitytn.org/cityservices/online](http://www.johnsoncitytn.org/cityservices/online).