



HOPKINSVILLE WATER ENVIRONMENT AUTHORITY

Bid Packet:

FY 2018 - 2019
Sealed Bid # 181905
Replace Boiler
McKenzie T. Moss Water Treatment Plant

Bid Opening:

Thursday, February 14, 2019 1:00 P.M. CST
401 East 9th Street, Hopkinsville, KY, 42240
HWEA Boardroom

BID PACKET

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IMPORTANT: In the event any of the documents are not enclosed, please advise the Purchasing Officer immediately.



INVITATION TO BID

Sealed bids for furnishing and delivering the following:

FY 2018 - 2019
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Replace Boiler
McKenzie T. Moss Water Treatment Plant

will be received at HWEA's Main Office, 401 East 9th Street, P. O. Box 628, Hopkinsville, Kentucky, until 1:00 p.m., CST, on February 14, 2019, at which time the bids will be opened and read aloud publicly in the HWEA Board Room, at the same address.

The Bid Packet contains the Invitation to Bid, General Conditions, Specifications, and Detailed Specifications.

GENERAL CONDITIONS

1. INSTRUCTIONS, SPECIFICATIONS AND FORMS

Instructions, specifications and forms may be obtained via the HWEA website, in person, or by email from the HWEA Purchasing Officer at 401 East 9th Street, Hopkinsville, KY, 42240. Telephone number 270-887-2782, email jrenshaw@hwea-ky.com, or see our website at www.hwea-ky.com.

- (a) All bids shall be submitted on and in accordance with the attached Bid Form. The form shall be signed and dated in the appropriate space.
- (b) Each bid shall be submitted in a sealed envelope and clearly marked on the outside of the envelope with the following:

FY 2018 - 2019
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- (c) If forwarded by mail, the sealed envelope containing the proposal must be enclosed in another envelope: FY 2018 - 2019 - SEALED BID # 181905 - REPLACE BOILER and shall be mailed to the HWEA Purchasing Officer, P.O. Box 628 Hopkinsville, KY 42241, allowing sufficient time for such mailing to reach this address prior to the scheduled closing time for receipt of bids.
- (d) Additional information or clarifications of any of the instructions or information contained herein may be obtained from the Purchasing Officer.
- (e) Any bidder or bidders finding any discrepancy in or omission from the specifications, in doubt as to their meaning, or believing that the specifications are discriminatory, shall notify the Purchasing Officer in writing within 5 days of the scheduled opening of bids. Exceptions as taken in no way obligates HWEA to change the specifications. The Purchasing Officer will notify all bidders in writing, of any interpretations made of specifications or instructions.
- (f) HWEA will assume no responsibility for oral instructions or suggestions. All official correspondence in regard to the specifications should be directed to and will be issued by the Purchasing Officer.

- (g) The successful bidder may have to purchase a City of Hopkinsville vendor's license prior to the official award of the bid.
- (h) Any bidder may withdraw their bid either in person or in writing at any time prior to the scheduled time for the receipt for bids. Withdrawals after the scheduled time for the receipt of bids will not be permitted.

2. AWARD OF CONTRACTS

- (a) All bids will be judged on the basis of best buy to HWEA and compliance with the General Conditions and conformance with the bid specifications. HWEA reserves the right to reject any and all bids.
- (b) Any other considerations or basis for judgment will be stated in the specifications.
- (c) Unless otherwise stated, the Purchasing Officer reserves the right to award contracts or place orders to a single source or divide awards and orders or enact such combination which in his judgment, shall be in the best interest of HWEA.

3. DELIVERY

- (a) Item(s) shall be delivered F.O.B. destination with delivery costs and applicable charges to be included in the bid.

4. COMPETITION

In order to assure fair competition and to permit determination of the best bid:

- (a) The Detailed Specifications, which may include a name of any manufacturer, trade name, or manufacturer or vendor catalog number mentioned in the specifications or Bid Form is to designate a standard of quality and type and for no other reason.
- (b) Bids which show any omission, irregularity, alteration of forms, additions not called for, conditional or unconditional unresponsive bids, or bids obviously unbalanced may be rejected.
- (c) All bids shall be accompanied by such descriptive literature and documents as may be called for by the specifications or Bid Form.

- (d) Specifications provided are based on HWEA needs and uses, estimated costs of operation and maintenance, and other significant and / or limiting factors to meet HWEA requirements and shall be consistent with HWEA's policies. Minimum or maximum specifications where included, are not established arbitrarily to limit competition or to exclude otherwise competitive bidders.

5. DISPUTES

In cases of disputes, as to whether or not an item or service quoted or delivered meets specifications, the decision of the Purchasing Officer, or authorized representative shall be final and binding on all parties. The Purchasing Officer may request written recommendation of the head of the Department using the item.

6. EXCEPTIONS

The submission of a bid shall be considered an agreement to all the terms, conditions and specifications provided herein as listed in the various bid documents, unless specifically noted otherwise in the space provided on the Bid Form.

7. BID BINDING

Unless otherwise specified, all formal bids submitted shall be firm and irrevocable for a period of sixty (60) calendar days from the date of opening.

8. UNIT PRICING

Unless clearly shown on the Bid Form that it is the intent of the bidder that a reduced total price is being offered on the basis of receiving an award of all items covered by the total, any totals should be the actual sum of the extension of unit price(s), extended price(s), and/or total price(s). If a mistake is observed in arithmetic, unit prices govern and the bid will be refigured accordingly.

9. DELIVERY

Item is to be delivered F.O.B destination and delivery costs and charges included in the bid

10. WARRANTY

All equipment furnished in accordance with these specifications shall be guaranteed to be free from defect in workmanship, material or equipment. All contractors shall follow manufacture recommendation of equipment while working on HWEA's property. Contractor shall adhere to OSHA safety guidelines while working on HWEA's property.

11. DETERMINATION OF AWARD

Price.....	50
Conformance with Minimum Specifications.....	45
Local Vendor.....	05
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TOTAL	100

SPECIFICATIONS

1. GENERAL SPECIFICATIONS

- (a) All equipment furnished under this contract shall be factory equipped with safety equipment and in conformance with all regulations applicable at time of delivery.
- (b) All equipment are to be equipped with all manufacturer's standard equipment as listed in the manufacturer's literature.
- (c) The equipment shall be manufactured in production and shall be of good listed quality as to workmanship and materials used.

2. INFORMATION TO BE FURNISHED BY BIDDER

- (a) Each bid shall have attached the following information.
 - 1. A copy of manufacturer's warranty.
 - 2. A copy of the complete descriptive literature to include operation, installation and maintenance instructions.
- (b) Any and all certifications or permits required by awarded contractor or sub-contractor, a copy must be placed in the returned bid packet.
- (c) Copy of Contractor Certificate of Insurance.
- (d) Statutory amount of Worker's Compensation.
- (e) Employer's Liability.
 - ♦ Bodily injury by accident, \$100,000 each accident.
 - ♦ Bodily injury by disease, \$100,000 each employee.
 - ♦ Bodily injury by disease, \$500,000 policy limit.Automotive Liability.
 - ♦ Bodily injury & property damage, \$2,000,000 each accident.Commercial General Liability.
 - ♦ Bodily injury & property damage, \$1,000,000 per occurrence.Commercial Umbrella, \$5,000,000 per occurrence.

3. EXCEPTIONS

- (a) Major exceptions to these specifications or failure to submit requested information may be considered cause for rejection of the bid.

DETAILED SPECIFICATIONS

The following are minimum specifications for;

FY 2018 - 2019
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Replace Boiler
McKenzie T. Moss Water Treatment Plant

BIDDER SPECIFICATIONS

Bidder is requested to indicate either by writing "Comply" or "Exceptions" whether his product meets the minimum specifications as listed on this opposite side. If "Exception" is written, please indicate in the space provided the deviation.

ANY AND ALL BIDS WHICH ARE RETURNED MUST HAVE THE FOLLOWING PAGES COMPLETED AND RETURNED OR BID MAY NOT BE CONSIDERED.

DETAILED SPECIFICATIONS

DESCRIPTION	COMPLY	EXCEPTION
Contractor must demo existing boiler, expansion tank, air separator, hot water pump and hot water piping as necessary and remove all demoed material from site		
Contractor must install new heat plant with two high efficiency boilers		
Minimum (2) high efficiency condensing 400 MBH water heating boilers		
Boiler controls must include ambient reset of heating setpoint		
Boiler controls must include ambient lockout		
Boilers must communicate to operate together with lead boiler alternated		
Water system must include ASME expansion tank		
Water system must include air separator		
Water system must include automatic air vent		
Water system must include pressure reducing / make-up water valve & service valves		
Water system must include thermometers		
Must insulate heating hot water piping		
Must provide and install two hot water circulating pumps (manual selection of operating pumps)		
Must install power and control wiring for boilers and circulating pumps		
Must fabricate and install new hot water piping as necessary		
Must hydro-test new hot water piping		
Must re-fill system and add chemical inhibitor to protect boiler and field piping		

- ♦ Contractor must draw boiler piping plan for State Boiler Plan Review and submit to State Boiler Department along with State Boiler Permit.
- ♦ System must be inspected by State Boiler Inspector for approval.
- ♦ Contractor must perform start up on the boilers and provide operator training.
- ♦ Contractor must provide a minimum one year warranty on equipment and workmanship.



RECEIPT OF BID PACKET

FY 2018 - 2019
Sealed Bid # 181905
Replace Boiler
McKenzie T. Moss Water Treatment Plant

I hereby acknowledge receipt of the subject bid packet.

Company Authorized Signature

Date



BID FORM

FY 2018 - 2019
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 Replace Boiler
 McKenzie T. Moss Water Treatment Plant

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

<u>DESCRIPTION</u>	<u>BIDDER DESCRIPTION</u>	<u>TOTAL COST</u>
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Total Price of Proposed Boiler Upgrade	_____	\$ _____
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I, the undersigned, do hereby certify that I am a duly authorized representative of _____ located at _____ and I have carefully examined the Invitation to Bid, General Conditions, Specifications and Bid Form and agree to all terms and conditions as set forth therein.

Signature: _____

Title: _____

Acknowledged before me this _____ day of _____, 2019

 NOTARY PUBLIC
 My Commission Expires: _____