



HOPKINSVILLE WATER ENVIRONMENT AUTHORITY

Bid Packet:

FY 2023 - 2024
Sealed Bid # 2324-07
24" Butterfly Valves for Potable Water

Bid Opening:

Tuesday, October 17, 2023 @ 1:00 P.M. CST
401 East 9th Street, Hopkinsville, KY, 42240
HWEA Board Room

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:

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Sealed Bid # 2324-07
24" Butterfly Valves for Potable Water

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 October 17, 2023, 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 2023 - 2024
Sealed Bid # 2324-07
24" Butterfly Valves for Potable Water

- (c) If forwarded by mail, the sealed envelope containing the proposal must be enclosed in another envelope: FY 2023 - 2024 - SEALED BID # 2324-07 - 24" BUTTERFLY VALVES FOR POTABLE WATER 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, in order to meet the requirements of City of Hopkinsville ordinances.
- (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) The HWEA Board may award the contract to the bidder it finds to be the most responsive (considering price, time of delivery, compliance with specifications and past experiences) and not necessarily the lowest price. HWEA reserves the right to reject any and all bids.
- (b) All bids will be awarded based on the most current edition of HWEA's Purchasing Policy, as amended.
- (c) 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.
- (d) Any other considerations or basis for judgment will be stated in the specifications.
- (e) 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 TIME

The bidder is to indicate on the Bid Form the approximate lead time of butterfly valves to HWEA from date of order.

10. WARRANTY

The items furnished in accordance with these specifications shall be guaranteed to be free from defect in workmanship, material or equipment. Brass must also be free of lead.

SPECIFICATIONS

1. GENERAL SPECIFICATIONS

- (a) All items are to be equipped with all manufacturer's standard equipment as listed in the manufacturer's literature.
- (b) The items 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 manufacturer's storage, installation, operation, and maintenance instructions.

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 2023 - 2024
Sealed Bid # 2324-07
24" Butterfly Valves for Potable Water

BIDDER SPECIFICATIONS

Bidder is requested to indicate either by writing "Comply" or "Exception" on 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 FOR VALVES

- Valves shall meet or exceed AWWA C504 Standard, latest revision, and be NSF 61 & 372 certified. Valves will be used in a buried application.
- Coatings shall meet or exceed AWWA C550 Standard, latest revision.
- Valve body to be marked with Manufacturer's name, UL/FM, and pressure rating.
- Valve bodies shall be of cast iron or ductile iron. Wafer type valves are not acceptable.
- Carbon steel valve shafts are not acceptable.
- Cast steel and fabricated steel discs are not acceptable.
- Valve shaft seals shall be standard split V type packing, standard O-ring seals.
- Maximum non-shock shutoff pressure shall not exceed those specified for the specified valve class.
- Flow through the valves is anticipated to be: maximum 6 ft/s normally, 10 ft/s when opening, and 16 ft/s when closing.
- Valve actuator shall be equipped with adjustable mechanical stop-limiting devices to prevent over-travel of the valve disc in the open and closed positions.
- Valve actuators shall be lubricated for the life of the valve and be designed for satisfactory operation in groundwater conditions.
- Actuator shall withstand, without damage, 450 ft-lb's of input torque when fully opened or closed. Operator force using a standard wrench shall not exceed 40lb under any operating condition, including initial breakaway.
- Actuator shall be self-locking type or be equipped with self-locking device.
- Worm and gear actuators shall be one-piece design with worm-wheel made of bronze and worm made of hardened alloy steel with threads ground and polished. Traveling nut type operators shall have threaded steel reach rods with internally threaded bronze or ductile iron nut.
- Shall have a 2" AWWA operating nut - open left.
- Shall be Class 250B. Valve actuators shall be designed for operation of Class 250B valves.

DESCRIPTION	COMPLY	EXCEPTION	UNIT PRICE	Est. Lead Time
24" Butterfly Valve - MJ x MJ Est. Quantity (9)				

*- Lead time is of the essence for this purchase. May be provided as a range in weeks. Any bid submitted without an estimated lead time may be rejected.



RECEIPT OF BID PACKET

FY 2023 - 2024
Sealed Bid # 2324-07
24" Butterfly Valves for Potable Water

I hereby acknowledge receipt of the subject bid packet.

Company Authorized Signature

Date



BID FORM

FY 2023 - 2024
Sealed Bid # 2324-07
24" Butterfly Valves for Potable Water

Company Name: _____

Address: _____

Telephone: _____ Email: _____

<u>DESCRIPTION</u>	<u>BRAND</u>	<u>UNIT COST</u>
24" Butterfly Valve	_____	\$ _____

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 _____, 2023

NOTARY PUBLIC
My Commission Expires: _____