

BOARD OF WATER WORKS OF PUEBLO, COLORADO
PURCHASING DEPARTMENT
719/584-0201 - Phone
719/584-0202 - Fax

I. INVITATION TO BID:

Sealed bids will be accepted at the Board of Water Works' Purchasing Department, 319 W. 4th Street, P.O. Box 400, Pueblo, Colorado 81002-0400, until:

2:00 p.m. on Friday, August 6, 2010

Material/ equipment/services to be purchased:

ANNUAL CONTRACT FOR METER PIT COVERS

Price quoted shall include any charges for packaging, containers, freight and delivery to:

Warehouse, 707 W. 3rd Street, Pueblo, CO 81003

II. INSTRUCTIONS TO BIDDERS:

1. Any bid received after the time and date specified above will not be considered. Bid responses must be enclosed in sealed envelope and clearly marked on the outside "Bid for Meter Pit Covers".
2. Proposals shall be typewritten or written in ink on the form prepared by the Board of Water Works. Officials of Corporations shall designate their official title; partners or sole owners shall so state. The person signing the bid shall initial all corrections or erasures.
3. Bidder shall not stipulate in the proposal any conditions not contained in the specifications unless specifically required by special instructions. Any proposal which fails to comply with the literal letter of these instructions and the specifications may be rejected.
4. When approximate quantities are stated, the Board of Water Works reserves the right to increase or decrease the quantity as best fits its needs.
5. Whenever requested, samples or descriptive material shall be filed with the bid/proposal.
6. The Purchasing Agent reserves the right to reject any and all bids for any or all items covered in the bid request, to waive informalities or defects in bids or to accept such bids as shall be deemed in the best interest of the Board of Water Works.
7. In determining the lowest responsible bid, the Purchasing Agent will consider all acceptable bids on a basis of the net price to be paid after deduction of any discount specified by the bid. Discounts will be figured from the date of receipt of invoice, subsequent to delivery, or in the case of incorrect invoice, from the date of receipt of corrected invoice.

8. The Board of Water Works will allow use of fax equipment for receiving bids and has developed the following guidelines:
 - a) Bids received on fax equipment will not be reviewed or evaluated upon receipt. The bid will be sealed until the designated bid opening date and time.
 - b) The Board of Water Works does not guarantee the availability or reliability of fax equipment; bidders choosing to use fax equipment do so at their own risk. Bidders should allow enough time prior to scheduled bid opening for access to fax equipment.
 - c) The Board will only accept bids that are fully received prior to the scheduled bid opening. Any bid that is printing at the bid opening time will be considered late and unacceptable.
 - d) Any bid received via fax equipment must be confirmed with an original copy including original signature within two business days of bid opening. Quotes not confirmed within this time period will be considered unacceptable. New or varied information will not be accepted in the follow-up original.
 - e) Purchasing Department fax number is 719/584-0202.
9. In submitting the proposal, vendor agrees that acceptance of any or all bids by the Purchasing Agent within a reasonable time period constitutes a contract. No delivery shall become due or be accepted unless a purchase order has been issued by the Purchasing Department.
10. All goods shall remain the property of the seller until delivered to and accepted by the Board of Water Works.
11. When a date is set for delivery, the material will be delivered on or before the specified date(s) or the Board of Water Works will have the right to cancel the contract for purchase of the material and proceed with purchase of equivalent material at market prices for immediate delivery and hold the bidder liable for any increase in price over and above the prices offered herein.
12. Seller agrees to defend and hold harmless the Purchaser, its customers and users of the material provided, against all loss, expense and damages, arising from bodily injury to any person, including death there from, and damage to property caused by any defective products supplied hereunder by the negligence or by the willful acts of seller, its agents or employees engaged in the manufacture, installation, delivery, erection, repair or operation of any equipment or material covered hereunder.
13. The successful bidder shall indemnify and save harmless the Board of Water Works against all claims for damages and any loss or expense, including attorney's fees, sustained by reasons of royalties, patent, trademark, or copyright infringement which may be involved in the manufacture or use of the material to be furnished.

BILL OF MATERIAL FOR
DOUBLE LID METER PIT COVERS
 ANNUAL CONTRACT BID PROPOSAL

<u>SIZE</u>	<u>VENDOR PART #</u>	<u>EST. USAGE</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
24" Complete Unit	_____	500	_____	_____
30" Complete Unit	_____	25	_____	_____
24" Inner lids (separate)	_____	25	_____	_____
30" Inner lids (separate)	_____	5	_____	_____
			GRAND TOTAL	_____

Alternate Bids:

#1 24" Complete Unit with Board approved 12.5" plastic top lid		250	_____	_____
#2 24" Unit <u>without</u> top lid		250	_____	_____
#3 30" Complete Unit with Board approved 21" plastic top lid		25	_____	_____
#4 30" Unit <u>without</u> top lid		25	_____	_____

NOTE: The Board will assure that a minimum of 150 - 24" meter pit covers will be ordered during the term of this contract. The 30" products may be awarded separately, if deemed in the Board's best interest

Please state the following:

Manufacturer: _____

Does meter pit cover conform to AASHTO HS-20 wheel loading specification? _____ Yes _____ No

Terms of Sale: _____ (Unless a discount for early payment is offered, the Board's payment terms are net 30 days.)

Delivery time: _____

Note: Full cast iron 24" meter pit covers will not be allowed.

BOARD OF WATER WORKS OF PUEBLO, COLORADO
SPECIFICATIONS FOR

24" DOUBLE LID ALUMINUM, AND 30" CAST IRON METER PIT COVERS

GENERAL SPECIFICATIONS

Double lid pattern (cold climate) handle on inner lid to be of hook or loop type. Top lid (cast iron) with standard pentagon head locking screw of silicon bronze, high strength yellow brass, or stainless steel (Water Works' standard - 27/32" small size) with worm lock assembly. Alternate #1 plastic top lids must be the manufacturer & models stated. Inner lids shall be cast iron or aluminum and be designed so that they can be removed easily for meter reading.

30" covers are acceptable with adapter or extension rings. The cost of these rings must be included in unit price.

All meter pit covers are to be of good design and workmanship. All meter pit covers received of faulty workmanship will be returned at the vendor's expense.

Vendor must submit the quantities they are able to supply on any one order. This must include the delivery dates. This delivery date along with the vendor's past delivery history will be considered in award of this bid. The Board of Water Works reserves the right to reject all bids, to waive informalities, and to reject nonconforming, nonresponsive or conditional bids.

ALL BIDS MUST BE FOB: PUEBLO, COLORADO.

SPECIAL NOTICE

The Board of Water Works of Pueblo, Colorado, in addition to reserving the right to accept or reject any and all bids, announces the following policy:

- 1) All bids submitted by vendor for a specific product must have (30 days prior to any bid opening) approval of their products which can be initiated by:
 - a) Submission of working sample per Board specifications (30 days prior to bid opening for meter pit covers)
 - b) Submit detailed drawings and material specifications
 - c) List of users in and out of the State of Colorado
 - d) Availability and time for delivery

SPECIFICATIONS - Continued

- 2) Approved meter pit cover manufacturers per Board specifications:
Castings, Inc.
Ford Meter Box Co.
D & L Supply* (Orem, Utah)
Olympic Foundry*

*Contingent upon meeting AASHTO HS-20 wheel loading specification.

- 3) Approved plastic top (outer) lid manufacturers per Board specifications:
Nicor, 12.5": Model #'s 125-PWATH, 1325-WATH-COMCO,
and 1225-PWAT-TYPE A
21": Pueblo Lid

INFORMATION TO BE SENT WITH BID ON METER PIT COVERS

1. Meter pit cover manufacturer & model
2. Literature, including drawings, describing meter pit cover, weight, and dimensions.
3. Manufacturer shall certify with bid that meter pit cover meets AASHTO HS-20 wheel loading specification.
4. **Firm delivery time required shall be stated by vendor.**

LOADING INSTRUCTIONS

All meter pit covers shall be palletized on trucks or flat bed trailers for commercial shipment and shall be suitable for unloading by means of a forklift truck. Strapping, blocking, bracing and dunnage shall be in accordance with applicable traffic regulations and in keeping with sound practice within the industry. The Board reserves the right to specify the method of palletizing.

SHIPPING INSTRUCTIONS

All materials purchased shall be delivered to Warehouse, 707 W. Third, Pueblo, Colorado, or locations in Pueblo specified by the Board. The Board reserves the right to issue complete routing instructions for shipments. Vendors must notify the Warehouse at 719/584-0242 at least 16 hours prior to delivery. No shipments accepted after 3:00 p.m., holidays or weekends, unless requested by the Board.

END OF SPECIFICATIONS

Effective Date: 7/23/09

SPECIAL CONDITIONS FOR
METER PIT COVER BID PROPOSAL

GENERAL

These "Special Conditions" are, by reference, made a part of bid summary.

BIDDING PROCEDURE

The Board specifically reserves the right to award a contract on the basis of the low total bid for all items listed on the "Bill of Material".

CONTRACT PERIOD

Any contract arising as a direct result of these proceedings shall be binding upon all parties for a period of twelve (12) months, commencing immediately after award of this contract.

QUANTITIES

Upon award of the contract, the bidder hereby expressly agrees to furnish any and all meter pit covers required by the Board in each of the quantities listed on the "Bill of Material" and for which he has quoted prices, for the duration of the contract and at the prices shown.

The Board agrees to purchase all of its requirements of meter pit covers in each of the categories listed on the "Bill of Material".

EXPERIENCE TABLE

The average usage column of the "Bill of Material" will serve as the Experience Table for the purpose of this contract and will hereinafter be referred to as the "Experience Table". The units listed in the "Experience Table" represent the anticipated twelve month usage.

The "Experience Table" is intended for the bidder's use as an aid in determining approximate quantities. It is not intended that these figures be used as a final determinant in establishing exact quantities to be purchased under these documents. No guarantee of quantities is intended, either expressed or implied.

BID MAILING INSTRUCTIONS

Bids which are hand carried to the opening are to be delivered to Purchasing Dept, 319 W. 4th St, Pueblo, CO. Bids which are mailed to the opening are to be mailed to Board of Water Works, P.O. Box 400, Pueblo, CO 81002-0400, Attn: Purchasing Dept. MAILED BIDS MUST PLAINLY STATE ON OUTSIDE OF ENVELOPE: BID Meter Pit Covers

BIDDERS LIST FOR METER PIT COVERS

HD Supply Waterworks
Attn: Dale D'Ercole
901 Aspen Court
Pueblo, CO 81006

Mountain States Pipe
P.O. Box 698
Colorado Springs, CO 80901

Dana Kepner Company
640 Aviation Way
Colorado Springs, CO 80916

D & L Supply
P.O. Box 580
Orem, UT 84057

Castings, Inc.
P.O. Box 669
Grand Junction, CO 81502

Colorado Springs Winwater Works
Attn: Howie
7821 Red Granite Loop
Colorado Springs, CO 80915

National Meter & Automation
Attn: Jon Watson
9800 E. Easter Ave, Suite 130
Centennial, CO 80112