

NOTICE TO BIDDERS

Notice is hereby given that sealed Bids are sought and requested by the **Wayne County Water & Sewer Authority** for **HDPE Water Main Pipe and Fittings for the 2018 Construction Season.**

A complete Bid Package may be viewed and printed at no cost from the Authority web site, www.wcwsa.org after **April 13, 2018**. Printed copies may also be obtained for a non-refundable fee of \$20.00 at the Office of the Wayne County Water & Sewer Authority. You may call Procurement Contact Jason Monroe at 315-986-1929, make a request by FAX at 315-986-1687 or by email to jmonroe@wcwsa.org to request a printed copy be mailed to you upon receipt by the Authority of a check payable to the Wayne County Water & Sewer Authority for a non-refundable fee of \$20.00.

The Wayne County Water & Sewer Authority requests that all bids be presented in a plain sealed envelope marked “**SEALED BID /HDPE Water Main Pipe and Fittings for 2018**”. A non-collusive bidding certificate and an Affirmation of Understanding of Agreement / Certificate of Compliance for Procurement of Services are required. **A manufacturer’s specification sheet shall be provided on all items bid. It is the responsibilities of the Bidder to ensure they have received any and all Addendums associated with the bid, and have acknowledged and included that acknowledgement with the bid package.**

All Questions are to be directed in writing to Procurement Contact Jason Monroe by FAX at 315-986-1687 or E-mail at jmonroe@wcwsa.org no later than Thursday, April 19, 2018 at 5 p.m. prevailing time.

If you want to be considered as a bidder you must register your organization with the Wayne County Water & Sewer Authority via e-mail to Procurement Contact Jason Monroe at jmonroe@wcwsa.org.

Bids are to be received no later than Monday, April 23, 2018 at 11:30 a.m. prevailing time. at the Wayne County Water & Sewer Authority office located at 3377 Daansen Road, Walworth, NY 14568 at which time they will be publicly opened and read.

The Wayne County Water & Sewer Authority Board reserves the right to reject any and all bids or to accept the bid it considers in the best interest of the Wayne County Water & Sewer Authority.

*BY DIRECTION OF THE WAYNE COUNTY WATER & SEWER AUTHORITY
BOARD OF DIRECTORS*

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WAYNE COUNTY WATER AND SEWER AUTHORITY
3377 Daansen Road
Walworth, New York 14568

Designated Procurement Contact:
Jason Monroe, Director of Operations

Phone 315-986-1929 / FAX 315-986-1687

BID SPECIFICATIONS
HDPE Water Main Pipe and Fittings for 2018

BIDS DUE:
Monday, April 23, 2018
11:30 AM Prevailing Time

WAYNE COUNTY WATER AND SEWER AUTHORITY
3377 Daansen Road
Walworth, New York 14568

BID SPECIFICATIONS FOR: HDPE Water Main Pipe and Fittings for 2018

GENERAL PROVISIONS

Pursuant to the State Finance Law sections 1399-j and 139-k, this Invitation for Bid includes and imposes certain restrictions on communications between the Authority and an Offerer/Bidder during the procurement process. An Offerer/Bidder is restricted from making contacts from the earliest notice of intent to solicit Invitation for Bid through the final award and approval of Procurement Contract by the Authority to other than the Authorities Designated Contact Person unless it is a contact this is among certain statutory exceptions set forth in State Finance Law section 139-j(3)(a). The Authority's Designated Contact Person for the Governmental Procurement, as of the date hereof is Jason Monroe, Director of Operations and is identified on the first page of these Bid Specifications. Authority employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the Offerer/Bidder pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a four year period the Offerer / Bidder is debarred from obtaining governmental Procurement Contracts. Further information about these requirements may be obtained from Jason Monroe, the Designated Contact Person.

The Authority requires that each bid submitted shall show the gross selling price, excluding Federal Excise and Sales taxes, and shall include any and all delivery or transportation charges. The materials shall be delivered to an Authority-designated delivery point.

Each bidder is required to review the specifications as published and complete the bid package as requested. The bidder shall list on the bid proposal form any deviations, exceptions or variations to the conditions and specifications of this bid in sufficient detail to allow the Authority to compare and evaluate said exceptions.

All bids shall be submitted on the attached Bid Proposal Form, with all blanks fully and clearly filled in. No other form of bid will be considered. The Bidder may bid on any or all items to be considered a formal bid. No alteration, erasure or addition is to be made in the typed or printed matter of the specification or proposal.

Prices and information required by the proposal shall be typed or written in ink, the signature of the bidder shall also be in ink. Anything in pencil may be rejected. The Authority Board shall interpret or reject illegible or vague bids and the Board's decision shall be final. All signatures must be signed in ink.

Each bid will be received with the understanding that the acceptance thereof in writing by the Board of Directors, to furnish any or all of the items described therein, shall constitute a contract between the bidder and the Authority.

It is mutually understood and agreed that the bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract or of his right, title or interest therein, or his power to execute such contract to any other person, company or corporation without the previous consent, in writing, of the Board of Directors.

The bidder acknowledges that he is familiar with Article 5-A of the General Municipal Law and agrees to be bound by and to comply with the provisions thereof.

The Authority will pay the full amount of the accepted bid within thirty (30) days after the first regularly scheduled Board meeting, following the date when the said material has been delivered in proper condition and accepted by the Authority.

Standard items appearing in the manufacturer's published specifications furnished by the bidder shall be included in the bid unless otherwise noted. **Bidders must submit with their bid the latest printed specification sheet and advertising literature relevant to each item in this bid (Manufacturer's Cut Sheet.)** The data provided shall enable the Director of Operations, Executive Director and Board of Directors the opportunity to determine whether the material bid complies with the intent of the specifications as set forth by the Board.

Bidder declares that the bid is made without any connection with any other bidder submitting a bid for the same item and is in all respects fair and without collusion or fraud. A signed Non-Collusive Bidding Certificate, a Bidders Affirmation of Understanding and Agreement/Certification of Compliance and an Offer of Disclosure of Prior Non-Responsibility Determinations are all required with the bid submission. Copies of all of these forms are attached.

Bidders are cautioned to verify their bids before submission. Bids, amendments or requests for withdrawal of submitted bids received by the Authority after the time specified for opening will not be considered.

It is the responsibility of the Bidders to ensure they have received any and all Addendums associated with the bid, and have acknowledged and included that acknowledgement with the bid package.

If you want to be considered as a bidder you must register your organization with the Wayne County Water & Sewer Authority via e-mail to Procurement Contact Jason Monroe at jmonroe@wcwsa.org.

All bids must be placed in a sealed envelope, addressed to the Wayne County Water and Sewer Authority located at 3377 Daansen Road, Walworth, New York 14568. The envelope shall be marked "**SEALED BID / HDPE Water Main Pipe and Fittings for 2018**". **All bids must be received by 11:30 a.m. prevailing time on Monday, April 23, 2018** at which time they will be publicly opened and read at the Authority Operations Center at 3377 Daansen Road, Walworth, New York 14568.

Awards will be made to the lowest responsible bidder based on individual material unit prices as shown on the Bid Proposal Form or the sum total of all individual material bid prices together, as will best promote the public interest, taking into consideration the reliability of the bidder, the quality of the materials, equipment or supplies to be furnished, their conformity with specifications, the purpose for which required, terms of the delivery and availability of parts “in stock.” The bidder must be an authorized dealer for the material supplied.

The decision with respect to the submitted bids will be made at the Board’s discretion and all bids submitted shall be kept firm and in full force and effect until such date or until a decision is made by the Authority Board of Directors.

The Authority shall reserve the right to waive any informalities or to reject any or all bids and have the ability to award to other than the low bidder based on compliance with this specification.

The Authority reserves the right to purchase up to 40% more of each item than quantified in this bid, at the same bid unit price.

GENERAL

The following information relative to material specifications and specific products will be accepted by the Wayne County Water and Sewer Authority for use in water projects as applicable. All product suppliers should be aware of the following requirements and bids should be placed accordingly. Substitutes must be introduced and approved prior to acceptance.

HDPE (HIGH-DENSITY POLYETHYLENE) PIPE

Pipe shall be Ductile Iron Pipe Size HDPE DR-11 (4710) water main pipe.

All pipes shall be of good quality and free from defects which would make it unfit for the use intended, all pipe shall be a true circle in section with concentric inner and outer surfaces. Pipe to be cut during installation shall be fully gauged for field cutting.

COUPLINGS, FITTINGS AND ADAPTERS

All couplings, fittings and adapters shall be Mechanical Joint and meet the requirements of AWWA 906. Transition couplings shall be a mechanical-joint type adapter.

AFFIDAVIT OR CERTIFICATE OF COMPLIANCE

The manufacturer shall, when required by the purchaser for any materials, provide the purchaser with an affidavit or certificate of compliance stating: (1) that the materials supplied conform to the applicable requirements of the Wayne County Water & Sewer Authority, and (2) that inspections and tests required have been performed and test requirements of the applicable AWWA or other pertinent specifications have been met.

BID PROPOSAL FORM

All materials shall meet the **Wayne County Water and Sewer Authority's Design and Construction Standards for Extending Water Distribution Systems** or as otherwise provided in these Bid Specifications.

<u>Item Description</u>	<u>Qty/Unit</u>	<u>Unit Price</u>
<u>BASE BID</u>		
8" HDPE Water Main Pipe	920 / LF	_____
8" Fusion to MJ Ends	8 / Each	_____

ALL PIPE UNIT PRICES MUST BE BID TO THE NEAREST TENTH OF A CENT.

The Wayne County Water and Sewer Authority reserves the right to purchase up to an additional 40% of each item than is quantified in this bid, at the same unit price bid.

The Wayne County Water and Sewer Authority expects to take delivery of the pipe all at once. Delivery will be to the Authority Operations Center at 3377 Daansen Road, Walworth and/or a designated location. Supplier must coordinate delivery schedule at least one week in advance.

'Exception to Bid Conditions and Specifications'

Bid Specification Exceptions (note here) _____

BID PROPOSAL FORM
FOR
WAYNE COUNTY WATER AND SEWER AUTHORITY

MATERIALS AND DESCRIPTION AS PRESENTED IN BID SPECIFICATIONS:

COMPANY NAME: _____

COMPANY
REPRESENTATIVE: _____
(printed)

COMPANY
REPRESENTATIVE: _____
(Signature)

COMPANY PHONE NUMBER _____

AVAILABILITY DATE PROPOSED
SCHEDULE _____

All materials shall comply with the Wayne County Water and Sewer Authority's Design and Construction Standards for Extending Water Distribution Systems, or otherwise comply with these Bid Specifications. All bolts supplied for main line gate valves and hydrant valves shall be made of stainless steel. A delivery date for materials and schedule for work and / or availability for the proposed project scope to be accomplished shall be indicated on the bid proposal. Bid price shall include cost of delivery.

Data shall be provided with the bid in sufficient detail to enable the Wayne County Water and Sewer Authority Executive Director, Director of Operations and Authority Board to determine whether the materials bid complies with the intent of the specifications as set forth. The Wayne County Water and Sewer Authority shall be the sole judge of the equivalencies.

WAYNE COUNTY WATER AND SEWER AUTHORITY
NON-COLLUSIVE BIDDING CERTIFICATE

Pursuant to Section 103-d of the General Municipal Law, and Section 139-d of the State Finance Law, I affirm as true and under the penalties of perjury the following statement:

a. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid , each party thereto certifies as to its own organization, under penalty or perjury, that to the best of their knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made, by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

Bidder: _____

By: _____

Title _____

Certificate of Compliance

Under

State Finance Law Sections 139-j and 139-k

The undersigned, _____, being the President of _____, the winning bidder ("Company") in connection with the procurement of _____ ("Procurement") issued by the Wayne County Water & Sewer Authority ("Authority") hereby certifies that:

- (i) The Company is aware of, understands and agrees to comply with the recently enacted prohibitions on procurement lobbying as defined and set forth in the Lobbying Act, as amended by Chapter 1 of the Laws of 1995;
- (ii) Neither the Company, nor any of its officers, directors, employees, or agents, has attempted to influent the Procurement in a manner that would result in a violation of the Public Officers Law and/or the Authority's Code of Ethics;
- (iii) There have been no findings of non-responsibility against the Company due to violations of the provisions of State Finance Law Section 139-j(3) or otherwise within the previous four years by any governmental entity;
- (iv) All information provided to the Authority by or on behalf of the Company in connection with the Procurement pursuant to State Finance Law Section 139-j and/or Section 139-k or otherwise is complete, true and accurate;
- (v) Neither the Company, nor any of its officers, directors, employees, or agents, has made any inappropriate or illegal contacts with the Authority in connection with the Procurement; and
- (vi) The Company understands and agrees that the Authority reserves the right to cancel any contract resulting from the Procurement in the event this certification is found to be intentionally false or intentionally incomplete.

IN WITNESS WEREOF, I have hereunto subscribed my name this _____ day of _____, _____ on behalf of the Company.

President

Offerer Disclosure of Prior Non-Responsibility Determinations

Name of Individual or Entity Seeking to Enter into the Procurement Contract:

Address: _____

Name and Title of Person Submitting this Form: _____

Contract Procurement Number: _____

Date: _____

1. Has any Governmental Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four (4) years? (Please circle):

No

Yes

If yes, please answer the next questions:

2. Was the basis for the finding of non-responsibility due to a violation of State Finance Law §139-j? (Please circle):

No

Yes

3. Was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a Governmental Entity? (Please circle):

No

Yes

4. If you answered yes to any of the above questions, please provide details regarding the finding of non-responsibility below.

Governmental Entity: _____

Date of Finding of Non-responsibility: _____

Basis of Finding of Non-Responsibility: _____

(Add additional pages as necessary)

5. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information? (Please circle):

No	Yes
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6. If yes, please provide details below.

Governmental Entity: _____

Date of Termination or Withholding of Contract: _____

Basis of Termination or Withholding: _____

(Add additional pages as necessary)

Offerer certifies that all information provided to the Governmental Entity with respect to State Finance Law §139-k is complete, true and accurate.

By: _____ Date: _____
Signature

Name: _____ Title: _____