



**CITY OF MIDDLETOWN
REQUEST FOR PROPOSALS**

WATER MAINTENANCE SUPPLIES

Bid No. 21-8198-01

Company Name: _____

Contact Person: _____

Address: _____

City, State & Zip: _____

Phone No: _____ **Fax No.** _____

E-mail Address: _____

Bid Opening Date: Thursday, January 28, 2021 @ 11:00 AM

PROPOSAL

CITY OF MIDDLETOWN, OHIO

To the Purchasing Agent of the City of Middletown, Ohio, for furnishing during the period of the contract the commodity (commodities) indicated by item numbers in this proposal.

We _____ of _____
(Company) (City & State)

do hereby declare that we are the only persons interested as principal or otherwise in this proposal; that said proposal is, in all respects, fair and without collusion or fraud and that no person in the employ of the City of Middletown, Ohio, is in any way interested therein.

We do further declare that we have examined the annexed specifications and will contract to furnish and deliver the item(s) mentioned below in not more than _____ calendar days after receipt of award, f.o.b. City of Middletown, Ohio. Legal Notice, Bidder's Instruction Sheet, Specifications, and Proposal, will be part of any contract awarded.

Please provide individual pricing, beginning on Page 12.

	<u>Section Total</u>
Section 1 – Brass	\$ _____
Section 2 – Stainless Steel Repair Clamps	\$ _____
Section 3 – Valve Boxes/Solid Sleeves	\$ _____
Section 4 – Solid Repair Couplers	\$ _____
Section 5 – Alpha Gate Valves	\$ _____
Section 6 – Sewer Rings and Lids	\$ _____
Section 7 – Miscellaneous	\$ _____
GRAND TOTAL \$	_____

Terms: _____% discount _____ days, Net _____ days.

*** As delivery and cash discount payments may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

COMPANY NAME: _____

AUTHORIZED SIGNATURE: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

CONTACT PERSON: _____

TELEPHONE NO.: _____ **FAX NO.:** _____

DATE: _____ **E-MAIL:** _____

LEGAL NOTICE NO. 21-8198-01

Sealed proposals will be received by the City of Middletown, Ohio, in the Purchasing Office, second floor, City Building, One Donham Plaza, until 11:00 a.m., local time, Thursday, January 28, 2021, at which time such proposals will be publicly opened in Conference Room 2L on the second floor of the City Building for the following item:

WATER MAINTENANCE SUPPLIES

Detailed specifications, proposal forms, and instructions to vendors may be obtained in the Purchasing Office or on the City of Middletown website, www.cityofmiddletown.org/bidview.

SAMANTHA ZIMMERMAN
PURCHASING AGENT

THE CITY OF MIDDLETOWN DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX RELIGION, AGE, AND HANDICAPPED STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICES.

PUBLISH: January 7, 2021
 January 11, 2021

VENDOR'S INSTRUCTION SHEET

Pursuant to Legal Notice No. 21-8198-01, sealed proposals, properly endorsed with proposal reference number on the envelope, will be received at the Purchasing Office, in the City Building, One Donham Plaza, City of Middletown, Ohio, until 11:00 a.m., local time, Thursday, January 28, 2021, for furnishing the item in the notice.

All proposals must be made on forms provided for each item and must be in conformity with this notice. Proposals shall be returned with the notice, proposal form, and specifications intact.

No proposal may be withdrawn after it has been deposited with the Purchasing Agent of the City. Proposal forms and specifications for each item may be secured at the Purchasing Office, City Building, One Donham Plaza, City of Middletown, Ohio or on the City of Middletown website, www.cityofmiddletown.org/bidview.

All proposals containing quotes not asked for or which are otherwise not in conformity with this notice, may be considered invalid and may be rejected. Each vendor will be required to state in their proposal, their name and place of residence, and the names of members interested with them. In case of a corporation, only the names of the President and Secretary need to be given.

The right to reject any and all proposals is reserved by the City of Middletown. Informalities may be waived at the option of the City Council.

NICOLE CONDREY
Mayor

CITY OF MIDDLETOWN AFFIDAVIT

DELINQUENT PERSONAL PROPERTY TAX

STATE OF OHIO, COUNTY OF _____, SS

_____, being first duly sworn says that he/she is the

_____ of _____, which company is

submitting a bid to the City of Middletown for _____

on _____.

(date)

Affiant says that no personal property taxes are currently due to **BUTLER/WARREN** County,

Ohio, as of the date of said bid.

(Signature)

SWORN TO AND SUBSCRIBED before me, a notary public this _____ day of

_____, 20____.

Notary Public

My commission expires _____, 20____.

(ORC 5719.042)

CITY OF MIDDLETOWN AFFIDAVIT

**RELATIONSHIP TO CITY OFFICIALS OR EMPLOYEES
TO BE SIGNED BY AN OFFICER OF BIDDER**

STATE OF OHIO, COUNTY OF _____, SS

_____ being first duly sworn says that he/she is
(name & title)
related by blood or marriage to the following City of Middletown officials or employees

(If none, write in "none")

Affiant further states that he/she knows of no person in his/her company who is related by blood or marriage to any City of Middletown official or employee, except the following:

Name of Company Person _____ **Relationship** _____ **City Official or Employee**

(If none, write "no exception")

Futher affiant saith not.

(Signature)

(Title & Company Name)

(Address)

SWORN TO AND SUBSCRIBED before me, a notary public this _____ day of
_____, 20____.

Notary Public

My commission expires _____, 20____.

GENERAL CONDITIONS

1. The City Manager reserves the right to reject any or all bids, and unless otherwise specified by the bidder, to accept any item in the bid. In case of error in extending the total amount of the bid the unit prices will govern.
2. Unless otherwise stated in the bid by the bidder, time, in connection with discount offered, will be computed from date of delivery of the supplies or services to carrier when final inspection and acceptance are at a point of origin, or from date of delivery and acceptance at destination when final inspection and acceptance are at this point, or from date correct bill or claim voucher properly certified by the contractor is received if the latter date is later than the date of delivery and acceptance.
3. In case of default by the bidder or contractor, the City of Middletown may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.
4. Prices should be stated in units of quantity specified.
5. Prices quoted unless otherwise stated by bidder, will be considered as being based on delivery to destination as designated and to include any charges for packing, crating, containers, etc. and being in strict accordance with specifications as shown.
6. Wherever a reference is made in the specification or in describing the material, supplies, or services required, of a particular trade name, manufacturers' catalog or model number, the bidder, if awarded a contract will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the proposal by the bidder.
7. The bidder, if awarded an order or contract, agrees to protect, defend, and save harmless the City against any demand for payment for use of any patented material, process, article, or device, that may enter into the manufacture, construction, or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the City from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his servants, or agents.
8. Samples, when requested, must be furnished free of expense prior to the opening of bids and, if not destroyed, will, upon request, be returned at the bidder's expense.

INSTRUCTIONS TO BIDDERS

1. Each bid must be signed by the bidder with his usual signature. Bids by partnerships must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Bids by corporations must be signed with the name of the corporation, followed by the signature of a person authorized to bind in this matter.
2. Proposals, to receive consideration, must be received prior to the specified time of closing as designated in the invitation.
3. Envelopes must be sealed when submitted.
4. Separate proposals must be submitted on each reference number.
5. Proposals having any erasures or corrections thereon will be rejected unless explained or noted over the signature of the bidder.
6. Bidders may submit proposals on any one or group of items, provided, however, that the unit price is shown as requested.
7. References in the specification or in describing the material, supplies, or services required, of a particular trade name, manufacturers' catalog or model number are made for descriptive purposes to guide the bidder in interpreting the type of material or supplies or nature of the work desired.

They should not be construed as excluding proposals on other types of materials and supplies or of performing the work in a manner other than specified.

However, the bidder's attention is called to paragraph six of the General Conditions as shown above, which must be strictly adhered to.

8. Proposals should be mailed or delivered to the City Purchasing Office, second floor, City Building, One Donham Plaza, Middletown, OH 45042.

CITY OF MIDDLETOWN
SPECIFICATIONS
WATER MAINTENANCE SUPPLIES
BID 21-8198-01

1.0 SCOPE

The City of Middletown, Ohio, will accept bids to supply the Division of Water Maintenance with contract pricing for various repair parts, and other assorted items.

It is the intent of these specifications to describe repair parts for the City of Middletown in sufficient detail to obtain bids from several vendors. The quantities in this bid are estimates only.

Manufacturer names and part numbers are used in the bid for reference only. Other manufacturers will be evaluated by the City of Middletown, and it will be a determination of City of Middletown representatives to determine whether parts manufactured by other vendors meet the needs of the City of Middletown. The City will have the final decision as to what brands are acceptable. Domestic parts are preferred, although foreign parts will be considered.

While the purpose of this specification is to indicate certain minimum requirements, it is not the intent to exclude any bids, but is written to ensure the City of Middletown repair parts most suitable for its requirements.

1.1 EXCEPTIONS

The bidder shall list on a separate sheet of paper, titled "Exception(s) to the Bid Conditions and Specifications," any variations from or exceptions to the conditions and specifications of this bid. It will be the determination of a representative of the City of Middletown to decide what is or is not important in any variation or deviation of bid.

Whereas alternate features, additions, or deletions to the specifications will be given due and utmost consideration, they shall be clearly outlined by the successful bidder. Failure to comply may disqualify bid.

1.2 CONTRACT LENGTH

The contract period will be for a period of twelve (12) months, beginning March 1, 2021, and ending February 28, 2022, unless extended by mutual agreement.

1.3 OPTIONAL RENEWAL

The City of Middletown is interested in an optional renewal period of one additional twelve (12) month period (March 1, 2022 through February 28, 2023) at the same contract price. It is understood and agreed that the contract may be extended only at the same prices and under the same conditions governing the original contract.

BIDDER MUST CHECK HERE IF EXTENSION IS AN OPTION:

YES _____ NO _____

1.4 AWARD CRITERIA

In making an award, the City of Middletown will evaluate the bids received considering such facts as listed below, as well as other factors which are considered pertinent:

- 1.4.0 Compliance with specifications
- 1.4.1 References
- 1.4.2 Delivery time
- 1.4.3 Total delivered net price
- 1.4.4 Availability of service
- 1.4.5 Availability of replacement parts
- 1.4.6 Guarantees (include copy)
- 1.4.7 Bidder past history in performance
- 1.4.8 Ease of maintenance and operations on item bid

The City of Middletown reserves the right to reject any or all bids, to waive technicalities or informalities, and to accept any proposal deemed to be in the best interest of the City of Middletown.

1.5 QUANTITIES

All quantities are estimated for a twelve (12) month period. Actual quantities ordered may be more or less as determined by the Water Maintenance Division. Weather, new construction, aging infrastructure, etc., may require more or less parts than estimated. Vendor shall allow additional items needed to be ordered under this contract at the prices quoted during the term of the contract.

1.6 AUTHORIZED DEALER

Vendors submitting proposals must provide proof that they are an authorized dealer for the brands quoted, if requested.

1.7 FREIGHT

All price quotes shall be submitted with freight cost included.

1.8 DELIVERY

All deliveries must be made to the following location between the hours of 8:00 a.m. and 3:00 p.m., Monday through Friday:

City of Middletown
Division of Water Maintenance
1219 Hook Drive
Middletown, OH 45042

Standard delivery time shall be stated on the proposal page.

1.9 INVOICES

Invoices shall be mailed to the following location for the repair parts ordered and delivered:

City of Middletown
Division of Water Maintenance
1219 Hook Drive
Middletown, OH 45042

1.10 ADDENDA

The bidder shall acknowledge receipt of addendums, if any, by adding the following statement to the proposal page:

Receipt and acceptance of Addendum No. _____ to Legal Notice No. 21-8198-01 is acknowledged.

1.11 ADDITIONAL SERVICES

The City recognizes that the vendors participating in this bid may have a great deal of expertise at their disposal concerning the mechanics of this bid. Other services or benefits not specifically mentioned in these specifications which the vendor may be able to provide to assist Purchasing and the Division of Water Maintenance will also be considered in the bid evaluation. If applicable, please submit a complete description of these extra services or benefits on company letterhead and submit with the bid.

1.12 SUBMISSION OF BIDS

All bids must be received in the Purchasing Office, no later than 11:00 a.m., local time, Thursday, January 28, 2021. Envelopes must be clearly marked, "Water Maintenance Supplies, Bid #21-8198-01." Bidders should take caution if U.S. Mails or other carriers are to be used for submission of bids. Mailing should be made in sufficient time for bids to arrive at the City Purchasing Office prior to the time and date specified above.

1.13 CONTACT PERSON

Please provide the name, telephone number, and e-mail of contact person:

Name: _____

Phone No.: _____ E-mail: _____

1.14 ADDITIONAL INFORMATION

If additional information is needed in the preparation of the bid package, please contact Samantha Zimmerman, City of Middletown Purchasing Agent, 513-425-7832 or samz@cityofmiddletown.org or Bobby Blake, Division of Water Maintenance, 513-425-1898 or robertb@cityofmiddletown.org.

CITY OF MIDDLETOWN

INDIVIDUAL PRICING
WATER MAINTENANCE SUPPLIES
BID 21-8198-01

All parts bid shall conform to the latest American Water Works Association (AWWA)/American National Standards Institute (ANSI) standards. Domestic parts are preferred, but foreign parts will be considered.

Section 1 - Brass

Estimated Quantity	Description	Unit Price	Total Price
75 ea.	3/4" Ball Valve PJ x PJ Curb Stops - Ford #B44-333, or equivalent	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
75 ea.	3/4" CC Taper x CTS Corporation Stops - Ford #1000-3, or equivalent	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
75 ea.	3/4" x 3/4" Straight Coupling PJ x PJ, with gasket - Ford #C-44-33, or equivalent	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
75 ea.	3/4" x 1" Straight Coupling PJ x PJ, with gasket - Ford #C44-34, or equivalent	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
75 ea.	1" Ball Valve PJ x PJ Curb Stops - Ford #B44-444, or equivalent	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		

40 ea. 1" Taper x CTS Corporation Stop – Ford #1000-4, or equivalent \$ _____ \$ _____

Brand Name & No. Quoted: _____

75 ea. 1" x 1" Straight Coupling PJ x PJ, with gasket – Ford #C-44-44, or equivalent \$ _____ \$ _____

Brand Name & No. Quoted: _____

TOTAL – Section 1 \$ _____

Section 2 – Stainless Steel Repair Clamps

All clamps to be Single Section, 1 piece – Ford FS1, or equivalent.

Estimated Quantity	Description	Unit Price	Total Price
--------------------	-------------	------------	-------------

75 ea. 6" x 8" Stainless Steel Repair Clamps, 6.84 – 7.24 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

12 ea. 6" x 12" Stainless Steel Repair Clamps 6.84 – 7.24 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

40 ea. 6" x 20" Stainless Steel Repair Clamps, 6.84 – 7.24 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

10 ea. 8" x 10" Stainless Steel Repair Clamps, 8.99 – 9.39 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

12 ea. 8" x 12" Stainless Steel Repair Clamps 8.99 – 9.39 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

10 ea. 8" x 20" Stainless Steel Repair Clamps,
8.99 - 9.39 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

20 ea. 12" x 12" Stainless Steel Repair Clamps,
13.10 - 13.50 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

20 ea. 12" x 20" Stainless Steel Repair Clamps
13.10 - 13.50 O.D. \$ _____ \$ _____

Brand Name & No. Quoted: _____

TOTAL - Section 2 \$ _____

Section 3 - Valve Boxes/Solid Sleeves

Estimated Quantity	Description	Unit Price	Total Price
-----------------------	-------------	---------------	----------------

30 ea. 6" MJ x MJ Solid Sleeve, with accessories,
For Ductile/Cast Iron \$ _____ \$ _____

Brand Name & No. Quoted: _____

10 ea. 6" MJ x MJ OVERSIZED Solid Sleeve,
With accessories, for Ductile/Cast Iron \$ _____ \$ _____

Brand Name & No. Quoted: _____

10 ea. 8" MJ x MJ Solid Sleeve, with accessories,
For Ductile/Cast Iron \$ _____ \$ _____

Brand Name & No. Quoted: _____

6 ea. 12" MJ x MJ Solid Sleeve, with accessories,
For Ductile/Cast Iron \$ _____ \$ _____

Brand Name & No. Quoted: _____

80 ea. Two Piece Valve Box – 5-1/4” I.D.,
Adjustable from 36” to 52”, 26”T-30”B,
With lid marked “WATER” \$ _____ \$ _____

Brand Name & No. Quoted: _____

200 ea. Curb Boxes – 2-1/4” I.D., 2-3/4” O.D.,
Adjustable from 36” – 54”,
With lid marked “WATER” \$ _____ \$ _____

Brand Name & No. Quoted: _____

50 ea. 6” Gland Packs, DI, pac-epoxy coated,
With accessories – One-Lok, or equal \$ _____ \$ _____

Brand Name & No. Quoted: _____

20 ea. 8” Gland Packs, DI, pac-epoxy coated,
With accessories – One-Lok, or equal \$ _____ \$ _____

Brand Name & No. Quoted: _____

30 ea. 12” Gland Packs, DI, pac-epoxy coated,
With accessories – One-Lok, or equal \$ _____ \$ _____

Brand Name & No. Quoted: _____

100 ea. 6” MJ Standard Gland Packs/Bolt Kits \$ _____ \$ _____

Brand Name & No. Quoted: _____

20 ea. 8” MJ Standard Gland Packs/Bolt Kits \$ _____ \$ _____

Brand Name & No. Quoted: _____

30 ea. 12” MJ Standard Gland Packs/Bolt Kits \$ _____ \$ _____

Brand Name & No. Quoted: _____

300 ea. 2 1/2" Curb Box Repair Lids, old style,
Raised outside, marked "WATER" \$ _____ \$ _____

Brand Name & No. Quoted: _____

20 ea. 6" OVERSIZED Retainer Glands -
Mega-lug, or equivalent \$ _____ \$ _____

Brand Name & No. Quoted: _____

TOTAL - Section 3 \$ _____

Section 4 - Solid Repair Couplers

<u>Estimated</u> <u>Quantity</u>	<u>Description</u>	<u>Unit</u> <u>Price</u>	<u>Total</u> <u>Price</u>
-------------------------------------	--------------------	-----------------------------	------------------------------

12 ea.	6" ALPHA-XL Solid Repair Coupler - Romac Industries, or equivalent	\$ _____	\$ _____
--------	---	----------	----------

Brand Name & No. Quoted: _____

6 ea.	8" ALPHA-XL Solid Repair Coupler - Romac Industries, or equivalent	\$ _____	\$ _____
-------	---	----------	----------

Brand Name & No. Quoted: _____

6 ea.	12" ALPHA-XL Solid Repair Coupler - Romac Industries, or equivalent	\$ _____	\$ _____
-------	--	----------	----------

Brand Name & No. Quoted: _____

TOTAL - Section 4 \$ _____

Section 5 – ALPHA Gate Valves

Estimated Quantity	Description	Unit Price	Total Price
12 ea.	6" ALPHA-XL Gate Valve, Resilient Wedge, Open Left, American Darling AFC 2500	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
6 ea.	8" ALPHA-XL Gate Valve, Resilient Wedge, Open Left, American Darling AFC 2500	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
6 ea.	12" ALPHA-XL Gate Valve, Resilient Wedge, Open Left, American Darling AFC 2500	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
TOTAL – Section 5			\$ _____

Section 6 – Sewer Rings and Lids

Estimated Quantity	Description	Unit Price	Total Price
40 ea.	Frame, type A, machined seat, GI – Neenah #R1767, or equivalent	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
40 ea.	Vented Lid, type C, machined seat, GI, Lettered "SEWER" – Neenah #R1767, Or equivalent	\$ _____	\$ _____
	Brand Name & No. Quoted: _____		
TOTAL – Section 6			\$ _____

Section 7 – Miscellaneous

<u>Estimated Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
3 skids	Hydra Plug Cement, Regular 50 lb. Pail, Blue, 36 pails/skid, or equivalent (Purchased by skid)	\$ _____	\$ _____
Brand Name & No. Quoted: _____			
TOTAL – Section 7			\$ _____