

BID PACKAGE

POTABLE WATER CONNECTIONS ELLISVILLE WATER SUPPLY

**Columbia County Small Cities Community Development Block Grant Project for Fiscal Year
2009, Housing Rehabilitation Grant**

DCA Project # 11DB-L4-03-22-01-H20

CCBC Project # 2011-S

Bid Packages Due at 11:00 A.M., October 3, 2011

Included:

General Instructions (4 Pages)

Bid Forms (2 Pages)

Specifications & Scope of Work (4 Pages)

Plumbing Pipe Insulation Specification (3 Pages)

For Additional Information contact:

Columbia County Board of Commissioners

Attn: Ray Hill

Court House Annex

135 N.E. Hernando Ave., Suite B21

Lake City, Florida 32055

Phone: 386-719-2028

**Columbia County, Florida
Purchasing Department
General Instructions to Bidders**

These instructions will bind bidders and conditions herein set forth, except as specifically qualified in special bid and contract terms issued with any individual bid.

1. The following criteria are used in determining low responsible bidder:
 - A. The ability, capacity and skill of bidder to perform required service.
 - B. Whether the bidder can perform service promptly or within specified time.
 - C. The character, integrity, reputation, judgment, experience and efficiency of bidder.
 - D. The performance of previous contracts with Columbia County.
 - E. The suitability of equipment or material for county use.
 - F. The ability of bidder to provide future maintenance.
2. Payment Terms are net (30) unless otherwise specified. Favorable terms, discounts, may be offered and will be considered in determining low bids if they are deemed by Purchasing Department to be advantageous to the County.
3. All bids should be tabulated, totaled and checked for accuracy. Unit price will prevail in case of errors.
4. All requested information shall be included in the envelope. All desired information must be included for your bid to receive full consideration.
5. If anything on the bid request is not clear, you should contact the Purchasing Director immediately.
6. A bidders list is available at the Purchasing Office.
7. Quote all prices F.O.B. our warehouse or as specified in bid documents.
8. Each proposal shall be clearly marked on the outside of the envelope including Fed Ex, UPS or other delivery service envelopes, as a sealed bid. The name of the item being bid shall be shown on the outside in full.
9. No responsibility shall attach to any County representative or employee for the premature opening of bids not properly addressed or identified.
10. If only one (1) bid is received, the bid may be rejected and re-advertised or excepted if determined to be in the counties best interest.
11. Bids received late will not be accepted, and the County will not be responsible for late mail delivery.
12. Telephone and facsimile bids will not be acceptable in formal bid openings (sealed bids). Should a bid be misplaced by the County and found later, it will be considered. Any bidder may request and shall receive a receipt showing the day and time any bid is delivered to the appropriate office of the County from the personnel thereof.

13. Bids requiring bid bonds will not be accepted if bond is not enclosed. Cash or certified check will be accepted in lieu of bond except on construction projects where cost exceeds \$40,000.
14. All bidders must be recognized dealers in the materials or equipment specified and is qualified to advise in their application or use. A bidder at any time requested must satisfy the Purchasing Office and the County Manager that he has the requisite organization, capital, plant, stock ability and experience to satisfactorily execute the contract in accordance with the provisions of the contract in which he is interested.
15. Any alterations, erasures, additions, or admissions of required information or any changes to specifications or bidding schedule are done at the risk of the bidder. Any bid will be rejected that has a substantial variation, that is; a variation that affects price, quantity, and quality or delivery date (when delivery is required by a specific time).
16. When requested, samples will be furnished to the County free of expense, properly marked for identification and accompanied by a list where there is more than one (1) sample. The County reserves the right to mutilate or destroy any sample submitted whenever it may be to the best interest of the County to do so for the purpose of testing.
17. The County will reject any material, supplies or equipment that did not meet the specifications, even though the bidder lists the trade names or names of such material on the bid or price quotation form.
18. The unauthorized use of patented articles is done entirely at the risk of the successful bidder.
19. The ESTIMATED QUANTITY given in the specifications or advertisements is for the purpose of bidding only. The County may purchase more or less than the estimated quantity and the vendor must not assume that such estimated quantity is part of the contract.
20. Only the latest model equipment as evidenced by the manufacture's current published literature will be considered. Obsolete models of equipment not in production will not be acceptable. The equipment shall be composed of new parts and materials. Any unit containing used parts or having seen any service other than the necessary tests will be rejected. In addition to the equipment specifically called for in the specification, all equipment catalogued by the manufacturer as standard or required by the State of Florida shall be furnished with the equipment. Where required by the State of Florida Motor Vehicle Code, vehicles shall be inspected and bear the latest inspection sticker of the Florida Department of Revenue.
21. The successful bidder on motor vehicle equipment shall be required to furnish with delivery of vehicle, certificate of origin and any other appropriate documentation as required by the Florida Motor Vehicle Department.
22. Prospective bidders are required to examine the location of the proposed work or delivery and determine, in their own way, the difficulties, which are likely to be encountered in the prosecution of the same.

23. All materials, equipment and supplies shall be subject to rigid inspection, under the immediate supervision of the Purchasing Department, its designee and /or the department to which they are delivered. If defective material, equipment, or supplies are discovered, the contractor, upon being instructed by the Purchasing Department or designee, shall remove, or make good such material, equipment, or supplies without extra compensation. It is expressly understood and agreed that the inspection of materials by the County will in no way lessen the responsibility of the Contractor release him from his obligation to perform and deliver to the County Sound and satisfactory materials, equipment, or supplies. The Contractor agrees to pay the costs of all tests upon defective material, equipment, or supplies or allow the costs to be deducted from any monies due him from the County.
24. Unless otherwise specified by the Purchasing Department all materials, supplies, or equipment quoted herein must be delivered within thirty (30) days from the day of notification or exceptions noted on bid sheets.
25. A contract will not be awarded to any corporation, firm, or individual who is, from any cause, in arrears to the County or who has failed in former contracts with the County to perform work satisfactorily, either to the character of the work, the fulfillment or guarantee, or the time consumed in completing the work.
26. Reasonable grounds for supposing that any bidder is interested in more than one proposal for the same item will be considered sufficient cause for rejection of all proposals in which he is interested.
27. Submitting a proposal when the bidder intends to sublet the contract may be a cause for rejection of bids or cancellation of the contract by the County Manager.
28. Unless otherwise specified the County reserves the right to award each items separately or on a lump sum basis whichever is in the best interest of the County.
29. The County reserves the right to reject any and/or all quotations, to waive any minor discrepancies in the bids for all bidders equally, quotations, or specifications, when deemed to be in the best interest of the County and also to purchase any part, all or none of the materials, supplies, or equipment specified.
30. Failure of the bidder to sign the bid or have the signature of an authorized representative or agent on the bid proposal in the space provided will be cause for rejection of the bid. Signature must be written in ink. Typewritten or printed signatures will not be acceptable.
31. Any bidder may withdraw his bid at any time before the time set for the opening of the bids. No bid may be withdrawn in the thirty- (30) day period after bids are opened.

32. It is mutually understood and agreed that if at any time the Purchasing Department or designee shall be of the opinion that the contract or any part thereof is unnecessarily delayed or that the rate of progress or delivery is unsatisfactory, or that the contractor is willfully violating any of the conditions or covenants of the agreement, or executing the same in bad faith, the Purchasing Department or his designee shall have the power to notify the aforesaid contractor of the nature of the complaint. Notification shall constitute delivery of notice, or letter to address given in the proposal. If after three (3) working days of notification the conditions are not corrected to the satisfaction of the Purchasing Director, he shall thereupon have the power to take whatever action he may deem necessary to complete the work or delivery herein described, or any part thereof, and the expense thereof, so charged, shall be deducted from any paid by the County out of such monies as may become due to the said contractor, under and by virtue of this agreement. In case such expense shall exceed the last said sum, then and in that event, the bondsman or the contractor, his executors, administrators, successors, or assigns, shall pay the amounts of such excess to the County on notice made by the Purchasing Department or his designee of the excess due.
33. If the bidder proposes to furnish any item of foreign make or product, he shall write "foreign" together with the name of the originating country opposite such item on a proposal.
34. Any complaint from bidders relative to the invitation to bid or attached specifications shall be made prior to the time of opening bids; other wise, the bidder waives any such complaint.
35. Contracts may be cancelled by the County with or without cause on thirty- (30) days advance written notice.
36. All contractors submitting bids for road projects in excess of \$150,000 must be pre-qualified with the Florida Department of Transportation and shall provide proof of such qualification upon request.
37. Any bidder affected adversely by an intended decision with respect to the award of any bid, shall file with the Purchasing Department for Columbia County, a written notice of intent to file a protest not later than seventy-two (72) hours (excluding Saturdays, Sundays and legal holidays), after the posting of the bid tabulation. Protest procedures may be obtained in the Purchasing Department.
38. A person or affiliate who has been placed on the convicted vendor's list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to Columbia County, may not submit a bid on a contract with Columbia County for the construction or repair of a public building or public work, may not submit bids on leases of real property to Columbia County, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with Columbia County, and may not transact business with Columbia County for a period of 36 months from the date of being placed on the convicted vendor list.
39. Vendor/Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of;
 - A. all persons employed by the Vendor/Contractor during the term of the Contract to perform employment duties within Florida; and
 - B. all persons, including subcontractors, assigned by the Vendor/Contractor to perform work pursuant to the contract with the County.

POTABLE WATER CONNECTIONS ELLISVILLE WATER SUPPLY

PART 1 - GENERAL

The following specification and Scope of Work is intended for use for the design, selection of materials, and construction of potable water connections.

1.1 SCOPE

1.1.1 General

This specification provides the requirements for potable water connection from County Water Meters to residences.

1.1.2 Work Included

The Contractor shall, unless specified otherwise, furnish all labor, materials, equipment, tools, and all other associated appurtenances necessary to do the work required to include but not limited to unloading, hauling and distributing all pipe, fittings, valves and appurtenances. The Contractor shall excavate the trenches and pits to the required dimensions; sheet, brace, and support the adjoining ground or structures where necessary; handle all drainage or ground water; lay and test the pipe, fittings, valves, and appurtenances; backfill and consolidate the trenches and pits; maintain all surfaces over the trench until surface restoration is completed; restore the surfaces unless otherwise stipulated; remove surplus excavated material; and clean the site of the work on a daily basis.

The Contractor shall also furnish all labor, materials, equipment, tools, and all other associated appurtenances required to rearrange sewers, conduits, ducts, pipes or other structures encountered in the installation of the work.

If any inconsistencies within this document arise, the most stringent shall govern.

1.1.3 Location of the Work

The location of this work is in the Ellisville Community of Columbia County, FL. as required and directed by Columbia County Utilities (CCU).

1.1.4 Coordination of the Work

The Contractor shall be responsible for the satisfactory coordination of the construction of the potable water connection with other activities in the area. Delays in work resulting from lack of such harmony shall not in any way be a cause for extra compensation by any of the parties.

1.1.5 Safety

The Contractor is to comply with any regulations set forth by CCU and in accordance with OSHA regulations.

1.1.6 Working Hours

The work shall be carried out in accordance with local ordinance and not to cause any unreasonable nuisance to affected residents. After notice has been given to commence work, the contractor has five (5) working days to start. Once work has commenced, work shall continue with all hookups until completion without interruption except for conditions beyond the control of the successful contractor. Under emergency conditions, this limitation may be waived by the consent of Columbia County Utilities (CCU).

1.2 METHOD OF MEASUREMENT & PAYMENT

The work shall be measured and the compensation determined in the following manner:

1.2.1 Potable Water

Direct bury potable water pipe shall be paid for at the contract bid price per linear foot for each size specified which shall include the cost of furnishing all pipe, pipe bend sections, jointing material, bedding material and all other appurtenances, and of delivering, handling, laying, dewatering, trenching, sheeting and backfilling, furnishing and installing flowable fill used for tunneling/defecting pipe under and adjacent to existing storm piping/structures, testing, restoring the surface (unless separate bid item is provided), necessary permits, and all material or work necessary to install the pipe complete in place at the depth specified or as directed by CCU.

The length of pipe for direct bury installation for which payment is made shall be the actual overall length measured along the axis of the pipe without regard to tee sections or bend sections. All lengths shall be measured in a horizontal plane unless the grade of the pipe is more than fifteen percent (15%). No payment consideration will be given to depth zones for the installation of the potable water main and reclaimed water main.

Unless otherwise noted, all work should include labor, material, equipment, supervision, insurance and taxes (including sales tax).

1.2.2 Service Connections

Service connections shall be paid for as outlined below and shall include all labor, equipment, materials, and all associated appurtenances to completely install service connections. CCU will provide and install all meters.

a. Service connection piping shall be paid for as per contract bid price per linear foot installed for each size.

b. Backflow prevention devices, are required, shall be paid for as per contract bid price per each installed for each size.

c. Meter boxes, will be furnished and installed by CCU.

1.2.3 Testing

All required testing shall be considered incidental to the project and no direct compensation will be made therefore.

1.2.4 Miscellaneous

All other items required for the completion of the project and not included as a specific bid item shall be considered incidental to the project and no direct compensation will be made therefore.

1.3 SUBMITTALS

The Contractor shall submit in writing the materials to be used on the site prior to the start of the project to be reviewed by Columbia County Utilities (CCU). The contractor shall submit four (4) signed copies of the material submittals. The contractor submittals shall include the statement that the submittals have been reviewed and the materials meet the contract specifications and/or standard details.

PART 2 PRODUCTS

2.1 MATERIALS

2.1.1 General

The materials used in this work shall be all new and conform to the requirements for class, kind, size and material as specified below:

All pipes furnished for potable water service connection installations shall be Polyvinyl Chloride (PVC) Pressure Pipe and Fittings.

a. Backflow Prevention Devices

All backflow prevention devices shall conform to AWWA standards, FDEP regulations, and shall meet CCU standard details as determined by CCU. In each case the preventer will be a testable device.

The following products are approved, or approved equivalent, as long as they are testable (note: proposed equivalents must be approved by the Columbia County Utility):

RPZ Type:

1. Wilikins 975 XL/375 OSY
2. Febco 825Y
3. Ames 4000B SERIES
4. Combraco 40-200
5. Watts 919 SERIES

Double Detector Type:

1. Watts 994 SERIES
2. Watts 774 SERIES
3. Wilikins 350 DAOSY
4. Febco 856Y
5. Ames 3000SS
6. Combraco 40-600

b. Insulation

Any exposed piping such as at the Backflow preventer, shall be insulated as per the attached Insulation Specification.

PART 3 EXECUTION

3.1 CONSTRUCTION REQUIREMENTS

Direct Bury, and Moling: All direct bury, and moling potable water main pipe shall be installed to a minimum depth of twelve (12) inches to the top of the potable water piping or as approved by CCU. If additional fittings are required to maintain alignment around curves, the Contractor shall provide the required number and be compensated at the contract bid price as proposed on the bid form.

3.1.1 Locates

All locates will be the responsibility of the Contractor.

3.1.2 Layout

The Contractor will be responsible for all field engineering and layout.

3.1.3 Pressure Test

Pipe:

The contractor shall hydrostatically pressure test all PVC, in accordance with the latest revision of Florida Building Code (Plumbing) as applicable.

END OF SECTION

Plumbing Pipe Insulation Specification

Part 1 – General

1.01 Scope of Work:

A. Provide piping insulation as specified below. The purpose of the thermal pipe insulation is for condensation control, energy and water savings, noise reduction and freeze protection.

1.02 Definitions:

A. Domestic Piping: Pipes where the normal operating temperature is between 40 °F and 180 °F.

B. Thermal Conductivity: The amount of heat in BTUs transferred in one hour through one square foot of homogeneous material one-inch in thickness when there is a temperature difference of 1°F.

C. Compression Fit Method: To allow for expansion and contraction of the insulation, the insulation must be installed in compression of at least 2 percent of overall length.

1.03 Quality Assurance:

A. Material shall be delivered in nonbroken, factory furnished packaging and stored in a clean, dry indoor space that provides protection against the weather.

B. Insulation shall be applied by qualified personnel skilled in this trade.

C. Progressive testing of the systems to be insulated shall have been completed, inspected and approved by the owners' representative before the insulation is applied.

D. Insulation shall not be applied until all surfaces are clean, dry, and free of dirt, dust, grease, frost, moisture and other extraneous elements.

E. Work shall be performed at the temperatures recommended by the product manufacturer.

Part 2 – Products

2.01 Polyolefin/Polyethylene -- Elastomeric Insulation:

2.01.1 Acceptable Manufacturers – These specifications are based on products and data of Armacell and designate the type and quality of work intended under this

section. Products of other manufacturers proposed as equivalent must be submitted for written approval by the Columbia County Utility ten days prior to the bid date. Supporting technical data, samples, published specifications and the like must be submitted for comparison. The contractor should warrant that proposed substitutions, if accepted, will provide performance equal to the materials specified herein.

A. Insulation material shall be a flexible, closed-cell

1. Polyolefin/polyethylene insulation in tubular form: TUBOLIT, TUBOLIT SS, TUBOLIT W, SSA 2000. This product meets the requirements as defined in ASTM C 1427, "Specification for Preformed Flexible Cellular Polyolefin Thermal Insulation in Sheet and Tubular Form".

2. Flexible elastomeric in tubular foam. AC/Accoflex, AP/Armaflex, AP/Armaflex SS. This product meets the requirements as defined in ASTM C 534, Grade 1, Type I, "Specification for Preformed Flexible Elastomeric Cellular Thermal Insulation in Sheet and Tubular Form"

B. Materials shall have a flame spread index of less than 25 and a smokedeveloped index of less than 50 when tested in accordance with ASTM E 84, latest revision.

C. Materials shall have a maximum thermal conductivity of 0.27 Btu-in./h-ft²-°F at a 75°F mean temperature when tested in accordance with ASTM C 177 or ASTM C 518, latest revisions.

D. Materials shall have a maximum water vapor transmission of 0.08 perm inches when tested in accordance with ASTM E 96, Procedure A, latest revision.

2.02 Adhesives and Finishes

A. Adhesive shall be the insulation manufacturer's recommended contact adhesive: Armaflex 520, Armaflex 520 BLV.

B. Insulation finish shall be the insulation manufacturer's recommended finish: WB Armaflex Finish.

C. Accessories such as adhesives, mastics and cements shall have the same properties as listed above and shall not detract from any of the system ratings as specified above.

Part 3 – Installation

3.01 Piping:

A. Install pipe insulation by slitting tubular sections and applying onto piping or tubing. Alternately, whenever possible, slide unslit sections over the open ends of piping or tubing. All seams and butt joints shall be adhered and sealed using Armaflex 520 or 520 BLV Adhesive. A thin coat of adhesive must be applied to both surfaces, allowed to tack and join both surfaces with firm pressure. When using AP/Armaflex SS, TUBOLIT SS, SSA 2000 only the butt joints shall be adhered using Armaflex 520 or 520 BLV Adhesive.

- B. The insulation must be installed in compression to allow for expansion and contraction. Install an additional 1.5 inches of insulation for every six feet of installed pipe or an additional 2 percent of measured pipe length.
- C. Insulation shall be pushed onto the pipe, never pulled. Stretching of insulation may result in open seams and joints.
- D. Tape the ends of the copper tubing before slipping the Armaflex or TUBOLIT pipe insulation over the new pipes to prevent dust from entering the pipe.
- E. All edges shall be clean cut. Rough or jagged edges of the insulation shall not be permitted. Proper tools such as sharp knives must be used.
- F. On heat traced systems, the tracer shall not exceed the allowable temperature limit of the insulation material. Insulation ID may need to be oversized to accommodate heat trace tape.
- G. Seams shall be staggered when applying multiple layers of insulation.

3.02 Outdoors Exposed Piping:

- A. All outdoor exposed piping shall be painted with two coats of WB Armaflex Finish. Prior to applying the Finish, the insulation shall be wiped clean with denatured alcohol. The Finish shall not be tinted. To insure good adhesion, the temperature should be above 50 °F during application and drying.
- B. All outdoor exposed piping shall have the seams located on the lower half of the pipe.
- C. As an alternative to WB Armaflex Finish, metal or aluminum jacketing may be used and should be applied according to the manufacturer’s recommendations.

3.03 Insulation Thickness Recommendations

- A. The insulation thickness recommendations are based on heat loss calculations, consult local energy code requirements for minimum insulation thickness.

Up to Over 2” Over 4”

Piping System 2” to 4” to 6” Over 6”

Plumbing:

Cold Water 1/2” 1/2” 1/2” 3/4”

Hot Water 1/2” 1/2” 3/4” 3/4”

Hydronic Systems (Use AP/Armaflex or AC/Accoflex only)

Heating Hot Water 3/4” 3/4” 1” 1”



Columbia County Board of Commissioners
P. O. Box 1529
Lake City, Florida 32056
Phone: 386-755-4100
Fax: 386-758-2160

Date: _____

BID FORM

Place Company name here:

Project: _____
 DCA Project #: 11DB-L4-03-22-01-H20
 CBC Project #: 2011-S

Hand Delivered to:
 Columbia County Board of Commissioners
 Attn: County Manager
 135 NE Hernando Avenue
 Lake City, FL 32055

Mail to:
 Columbia County Board of Commissioners
 Attn: County Manager
 P. O. Box 1529
 Lake City, FL 32056-1529

Proposes to furnish all labor, materials, equipment and services required to satisfactorily complete all of the work described below:

Provide Potable Water Connection for Residences including furnishing and installing a Backflow preventer. Any service to a water well shall be terminated.

The Trade Contractor listed above, hereby represents that he/she has received and carefully examined and acknowledged the Project Specifications and Scope of Work for the Columbia County Utilities Potable water Hookup and Backflow preventer installation as required for the Ellisville Community area.

Addendum	No. _____	Date: _____
	No. _____	Date: _____

Based on the foregoing, the Trade Contractor hereby proposes and offers to complete the work for the lump sum amount as outline below:

* (1) Price per Linear Foot of 1" PVC connection to residence:	(\$ _____/per linear foot times 100 feet =	
	Dollars (\$ _____))
<hr/>		
(2) Price for Backflow Preventer:		
	Dollars (\$ _____))
<hr/>		
TOTAL for items (1) & (2) =		
	Dollars (\$ _____))

* The quantity of PVC piping is an estimate and may be increased of decreased. The amount per linear foot will be used to determine the increase or decrease in quantity.

By submitting this quote, the Trade Contractor agrees to all terms and conditions included is this Specification and Scope of Work.

The Lump Sum Price above **INCLUDES** all applicable sales and/or use taxes; **INCLUDES** all insurance premiums required to meet insurance requirements.

A. The Trade Contractor agrees that if written notice of the acceptance of this bid is mailed or delivered to the undersigned within sixty (60) days after Proposed Due Date, or any time thereafter before it is withdrawn, the undersigned shall, within (10) calendar days, enter into a contract with the owner, with the Columbia County Board of Commissioners, serving as agent for the owner. The Owner reserves the right to reject any or all bids. Bid will be awarded to the lowest responsive, responsible qualified bidder.

B. The undersigned represents that these bids are made in good faith, without fraud, collusion or connection of any kind with any other trade contractor of the same work, that he is competing in his own interest and in his own behalf, without connection or obligation to any undisclosed person, that no other person has any interest in regard to all conditions pertaining to the work and in regard to the place where it is to be done, has made his own examination and estimates and from them makes this proposal.

Contractor: _____ (Legal Signature)

_____ (Type/Print Name)

Company: _____

Address: _____

Business Phone: _____

Note: Proposal Forms are to be sealed in an envelope (no faxed or e-mailed bids) and delivered to:

Columbia County Board of Commissioners

Attn: Office of the County Manager

135 N.E. Hernando Avenue

Lake City, FL 32055

or

via mail to:

Columbia County Board of Commissioners

Attn: Office of the County Manager

P. O. Box 1529

Lake City, FL 32056-1529

