

# ***Bid Package for Precast Manholes***



***City of Sevierville  
Water & Sewer Department  
120 Gary Wade Boulevard  
P. O. Box 5500  
Sevierville, TN 37864-5500  
Phone: (865) 453-5504  
Fax: (865) 453-5518  
Contact: Mike Williams  
Email: [mwilliams@seviervilletn.org](mailto:mwilliams@seviervilletn.org)***

***June 2017***

## INFORMATION FOR BIDDERS

### RECEIPT AND OPENING OF BIDS

The City of Sevierville, Tennessee (herein called the "Owner") invites bids on the form(s) attached hereto for **PRECAST MANHOLES**. The Owner will **RECEIVE BIDS UNTIL 3:00 PM, July 5, 2017**, at Sevierville City Hall, 120 Gary Wade Boulevard, Sevierville, Tennessee, 37862 (Mailing address: P. O. Box 5500, Sevierville, Tennessee, 37864-5500). Bids will then be publicly opened and read aloud at Sevierville City Hall, 120 Gary Wade Boulevard, Sevierville, Tennessee. The envelope containing the bid must be sealed, addressed to Tracy Baker, Assistant City Administrator, and must bear the following information:

Name of Bidder  
Bidder's Address  
Date and Time of Bid Opening:  
Bid Enclosed: **PRECAST MANHOLES**

**NOTE:** Each bidder shall submit **three (3) copies** of the completed bid packet or bid packet may be rejected.

The Owner may consider informal any bid not prepared and submitted in accordance with the provisions hereof, and may waive any informality or reject any and all bids. Any bid received after the time and date specified shall not be considered.

### QUALIFICATIONS OF BIDDERS

The Owner may make such investigations as he/she deems necessary to determine the ability of the Bidder to supply the necessary precast manholes, and the Bidder shall furnish to the Owner all such information and data for the purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Owner that such Bidder is properly qualified to carry out the obligation of the contract by supplying the precast manholes contemplated therein. Conditional bids will not be accepted.

### METHOD OF AWARD - LOWEST QUALIFIED BIDDER

If at the time this contract is to be awarded the lowest base bid submitted by a responsible Bidder does not exceed the amount of funds then estimated by the Owner as available to finance the contract, then the contract will be awarded on the bid. If such bid exceeds such amount, the Owner may reject all bids or may award the contract on the lowest bid with such deductible alternates to produce a net amount that is within the available funds.

Multiple awards may be made for this bid. **Award(s) may be based on the low evaluated bidder per schedule OR overall lowest qualified bid.**

In evaluating bids, the Water and Sewer Department will consider the precast manholes' quality and workmanship, durability and maintenance costs over the life of the materials, whether or not the bids comply with the minimum requirements, and such alternates, unit prices, availability, delivery time and any other data the bidder may provide with his bid. This may be done by means of past experience or research. Initial cost may not determine low bid. In case of error or discrepancy in the mathematics of the bid price, the unit prices shall prevail.

## QUANTITIES AND LENGTH OF CONTRACT

This contract is for the delivery of precast manholes. This contract is for one year, July 1, 2017 – June 30, 2018 and may be renewed on an annual basis in one (1) year increments up to three (3) additional years if all terms, conditions, and prices remain unchanged and both parties are in written agreement. Prices contained herein are to be firm for the term of the contract. The Owner reserves the right to re-bid anytime during the term of the contract.

Bids will be valid for sixty (60) days after bid opening. Prices must be good for period of award.

## OBLIGATION OF BIDDERS

At the time of the opening of bids, each Bidder will be presumed to have read and to be thoroughly familiar with the specifications. The failure or omission of any Bidder to examine any form, instrument, or document shall in no way relieve any Bidder from any obligation in respect to his/her bid.

Each Bidder is requested to fill out and return the attached Title VI information, vendor information sheet, and the W-9 as a part of the bid package.

## VENDOR INFORMATION

All precast manholes supplied under this annual supply purchase must be constructed of Class "A" concrete and have a minimum twenty-eight (28)-day compressive strength of 4000 PSI. Xypex red dye shall be added at a rate of two percent to three percent (2%-3%) of the weight of the concrete. Adequate information shall be included with the bid for determination of meeting the specifications. Any exceptions shall be explained in writing and submitted as a part of the bid package.

## SHIPPING/DELIVERY

***Bid price on precast manholes should include delivery FOB to the job site and should state any price conditions relative to an annual supply of precast manholes.***

## IRAN DIVESTMENT ACT

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 of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-15-106.

## INSURANCE COVERAGE REQUIREMENTS

These minimum coverage requirements apply to Vendors providing products and services:

**Commercial General Liability Insurance** - \$1,000,000 limit per occurrence for property damage and bodily injury, including products liability and completed operations liability.

## CONDITIONS FOR ALL COVERAGES

Additional Insured: The City of Sevierville, its Board of Mayor and Aldermen, and all officers, employees, agents, representatives, boards, commissions, committees, and volunteers (hereinafter referred to as Owner) are to be covered as Additional Insured respecting: liability arising out of activities performed by or on behalf of the Vendor; products and completed operations of the Vendor; premises owned, leased or used by the Vendor or premises on which

Vendor is performing services on behalf of the Owner. The coverage shall contain no special limitations on the scope of protection afforded to the Owner.

Notice of Cancellation or Non-renewal: Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the Department Head authorizing this service and/or to the Risk Manager for the Owner.

Acceptability of Insurers: Insurance is to be placed with financially sound Tennessee admitted insurers (Best's rating of A or better) or approved by Owner's Risk Manager. City of Sevierville Risk Manager: Jamie Tyler, phone (865) 453-5504.

Certificates of Insurance: Vendor shall furnish the Owner with certificates of insurance with original endorsements affecting coverage required by this clause. The certificates and endorsements for each policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Owner before work commences. The certificates of insurance should be directed to Jamie Tyler, Risk Manager.

## **BID SPECIFICATIONS**

The Sevierville Water and Sewer Department (SWS) will accept unit price bids on one or any combination of the desired materials specified. Prices must be good for a period of one (1) year for FY 2018; however, by mutual consent of both parties, the bid may be extended in one (1) year increments up to three (3) additional years at the same unit prices. All bids must be submitted on the prescribed bid form with unit and total bid prices indicated. Any and all freight expenses are included in the bid prices and materials shall be delivered to Owner at no additional charge. Bidder shall also provide with his bid a statement with regard to the delivery time. While this bid is for an annual supply of precast manholes, precast inverts and connectors, Owner agrees to renegotiate unit prices based on documented changes in raw materials prices. However, should price changes fail to be negotiated to the satisfaction of either party, Owner or the Bidder may, at the option of either party, cancel the balance of the one (1) year supply contract.

All materials furnished under this purchase shall be new and unused and meet the attached minimum specifications. Accessories not specifically mentioned herein, but necessary to furnish a complete unit ready for use, shall also be included. Materials shall conform to the best practice known in design, quality, and workmanship.

Owner reserves the right to reject any and all bids, to waive any and all informalities, and to negotiate purchase terms with the successful Bidder, and the right to disregard all non-conforming, non-responsive, unbalanced or conditioned bids. It is the intention of the Owner to award the bid to a single Bidder. However, the Owner also reserves the right to reject or award in whole or in part the bid of any Bidder, or to increase and/or decrease quantities as a result of changes in the demand for services, or when to do so would otherwise be in the best interest of the Owner.

In evaluating bids, the Owner will consider the material's quality and workmanship, whether or not the bids comply with the minimum requirements, and such alternates, unit prices, delivery time, and any other data the Bidder may provide with his bid.

In submitting a bid, Bidder acknowledges that award of a bid is dependent on the availability of funding, that the City of Sevierville makes no guarantees as to an award of a bid to any Bidder, and that material quantities are based upon anticipated demands over a twelve (12)-month period and therefore are subject to corresponding increases or decreases in the demand for service.

### **PRECAST CONCRETE MANHOLES**

1. In order to prevent excessive leakage of water into manholes, special care is warranted in the design and construction of manholes; therefore, this design requires high quality, wet cast and watertight precast manholes. Dry cast manholes are not permitted.
2. Manholes steps shall be copolymer polypropylene plastic or corrosion-resistant rubber encased bent steel reinforcing bar type PS-1 by M. A. Industries, Inc., East Point, Georgia.
3. Manhole inverts shall be formed from Class "C" concrete. Inverts for "straight-through" manholes may be formed by laying the pipe straight through the manhole, pouring the concrete

invert and then cutting out the top half of the pipe. Curved inverts shall be constructed of concrete and shall form a smooth, even, half-pipe section.

4. The connection of the manhole to the pipeline(s) shall be accomplished by a Kor-N-Seal flexible boot connector that is molded from a neoprene compound meeting ASTM C-923.
5. Precast manholes shall be constructed on a reinforced concrete foundation if the depth is fourteen (14) feet or greater and on six (6) inches of compacted crushed stone for manholes less than fourteen (14) feet in depth. The bottom section of the manhole shall be precast integrally with the precast ring and shall be 4'-0" in diameter. All concrete used in connection with the construction of manholes shall be Class "A" concrete and have a minimum twenty-eight (28) day compressive strength of 4000 PSI. Xypex red dye shall be added at a rate of three and one-half percent (3.5%) of the weight of the concrete.
6. Precast concrete rings shall be constructed using standard forms and shall conform to ASTM Standard Specification C478.
7. The precast sections shall be manufactured and installed in a manner so that there is no visible leakage in the manholes. The manhole sections shall be manufactured in lengths such that a finished manhole will have the least possible number of joints. No holes for lifting will be allowed. The precast rings shall be jointed using a confined O-ring gasket joint, and the joint shall be grouted smooth on the inside and the outside of the manhole so that no crack is visible.
8. If the precast manhole does not pass the specified vacuum test, the outside surface shall be coated with two (2) layers of bitumastic coating applied at right angles to each other. The manhole shall be re-tested and additional coating shall be applied if required to meet the test.

**BID FORM FOR  
PRECAST MANHOLES**

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact E-mail Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Federal Tax Identification Number: \_\_\_\_\_

Business License # \_\_\_\_\_ City: \_\_\_\_\_

Manufacturer: \_\_\_\_\_ Model Name/No. \_\_\_\_\_

Delivery Date: \_\_\_\_\_

**PLEASE COMPLETE AND SUBMIT (3) COPIES OF THE BID.**

**TOTAL BID:** (from total of page 9)                      \$ \_\_\_\_\_

It is further understood and agreed by the undersigned in submitting this proposal that the Owner reserves the following rights and privileges:

- a. To accept or reject any or all bids, and/or waive any of the informalities in the bidding.
- b. To reject all items of equipment and materials which do not conform to or exceed these specifications, without altering bid price of this proposal.

**Note:** Bidders shall not add any conditions or qualifying statements to this bid, except as provided herein, as otherwise the bid may be declared irregular as not being responsive to the Advertisement for Bids.

If you have questions regarding the specifications contained in this bid package, please contact:

**Mike Williams, Field Operations Manager**  
**Water & Sewer Department**  
**(865) 453-5522 / (865) 868-1527 / (865) 429-0564 fax**  
**mwilliams@sevierville.org**

Bid Submitted by:

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Authorized Signature

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Name (Printed)

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Title

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Date



**Precast Manholes  
Annual Supply Bid FY 2018**

Opening Date: June 8, 2017

Opening Time: 3:00 P.M.

**VENDOR:**

NO.	ITEM DESCRIPTION	UNIT PRICE
<b>4' DIAMETER PRECAST MANHOLE (ASTM C-478)</b>		
1	12" RISER	
2	16" RISER	
3	24" RISER	
4	32" RISER	
5	36" RISER	
6	48" RISER	
7	12" FLAT TOP	
8	24" ECCENTRIC CONE (8" WALL)	
9	32" ECCENTRIC CONE (8" WALL)	
10	36" ECCENTRIC CONE (8" WALL)	
11	52" ECCENTRIC CONE (8" WALL)	
12	30" MONOLITHIC BASE	
13	36" MONOLITHIC BASE	
14	30" MONOLITHIC BASE 5' EXTENSION	
15	36" MONOLITHIC BASE 5' EXTENSION	
16	24" MONOLITHIC BASE	
17	2" GRADE RING (8" WALL)	
18	4" GRADE RING (8" WALL)	
19	6" GRADE RING (8" WALL)	

**PIPE TO MANHOLE CONNECTOR**

20	1-1/2"-4" DIAMETER PIPE	
21	6" - 8" DIAMETER PIPE	
22	10" - 12" DIAMETER PIPE	
23	15" - 16" DIAMETER PIPE	
24	18" - 21" DIAMETER PIPE	
25	24" DIAMETER PIPE	

**PRECAST INVERTS 4" - 12" PIPE**

26	PRECAST INVERTS 4" - 12" PIPE	
27	3/4" BUTYL MASTIC JOINT SEALER	
28	MA INDUSTRIES 12" PLASTIC STEPS	

<b>5' DIAMETER PRECAST MANHOLE (ASTM C-478)</b>		
29	48" TALL BASE	
30	60" TALL BASE	
31	72" TALL BASE	
32	5' TO 12" TOP SLAB	
33	RISERS / VF (.30 YD.)	
34	5' TO 4' TRANSITION PIECE	
<b>6' DIAMETER PRECAST MANHOLE (ASTM C-478)</b>		
35	48" BASE	
36	66" BASE	
37	6'X12" TOP SLAB	
38	6' TO 4' TRANSITION PIECE	
39	RISERS / VF (.41 YD.)	
<b>8' DIAMETER PRECAST MANHOLE (ASTM C-478)</b>		
40	10'x10'-10" BOTTOM SLAB	
41	8'x16" TOP SLAB	
42	RISERS / VF (.70 YD.)	
<b>TOTAL BID:</b>		

## TITLE VI INFORMATION

The City of Sevierville complies with all applicable federal and state civil rights laws, including but not limited to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000e.), and the City does not discriminate based on race, color, gender, religion, age or national origin. By virtue of submitting a response to this solicitation, bidders agree to comply with the same non-discrimination policy.

Bid Item/Project Name: \_\_\_\_\_

Bid Date: \_\_\_\_\_

\*For Title VII compliance, we ask for voluntary disclosure of the following information for the majority owner of the business:

Gender:     \_\_\_ Male                             \_\_\_ Female  
Race:       \_\_\_ Caucasian                   \_\_\_ African American  
             \_\_\_ Other (please specify)

Company Name: \_\_\_\_\_



**City of Sevierville  
P.O. Box 5500  
Sevierville, TN 37864-5500  
865-453-5504**

**VENDOR INFORMATION FORM**

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_

Business License Number: \_\_\_\_\_

County and State of License: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Shipping Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Corporation, Sole Proprietor, or Partnership: \_\_\_\_\_

(If the business is a sole proprietor the owners name): \_\_\_\_\_

**NEW VENDORS WILL BE ADDED AFTER RECEIPT OF THIS COMPLETED FORM AND VERIFICATION OF A CURRENT BUSINESS LICENSE. VENDORS WITHOUT A CURRENT BUSINESS LICENSE WILL NOT BE ACCEPTED.**

Revised 6/1/04

**Request for Taxpayer  
 Identification Number and Certification**

**Give Form to the  
 requester. Do not  
 send to the IRS.**

Name (as shown on your income tax return)

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Business name/disregarded entity name, if different from above

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Check appropriate box for federal tax classification:

Individual/sole proprietor     C Corporation     S Corporation     Partnership     Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ \_\_\_\_\_  Exempt payee

Other (see instructions) ▶ \_\_\_\_\_

Address (number, street, and apt. or suite no.)      Requester's name and address (optional)

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City, state, and ZIP code

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List account number(s) here (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								

  

Employer identification number								

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶ _____	Date ▶ _____
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.