

Event No. 7157 – Meter Boxes & Lids

Bidder’s Checklist – Envelope Requirements

This checklist shall be attached to the outside of the envelope of a manual bid. Failure to complete, sign, and attach this checklist may result in a bid being deemed nonresponsive.

Nonresponsive bids will be returned to the vendor unopened.

Firm name: _____
 Contact person: _____
 Address: _____
 Phone number: _____
 Email address: _____

Envelope must contain the following documents:

Initials	Document
	Bid Proposal Form, Including Acknowledgement of Any Addenda
	Exception Sheet
	Contractor Affidavit and Agreement (Employee Eligibility Verification)
	Affidavit Verifying Status for City of Savannah Benefit Application
	Any Other Requirements as Stated in the Specs

By signing below, bidder is attesting that all items listed in the checklist above have been included in the envelope.

Signature: _____ Date: _____

SPECIFIC SPECIFICATIONS AND SPECIAL CONDITIONS

EVENT # 7157 METER BOXES & LIDS

- 4.0 The purpose of these specifications is to describe meter boxes and meter box lids for use by the Water & Sewer department for the City of Savannah. The meter boxes and lids are used to prevent:

To submit pricing electronically for this event, enter pricing for each line item shown under the lines tab on the event summary. Manually submitted bids must be submitted on the bid proposal forms contained in these specifications in order to be considered. Bids may be submitted manually to the address listed in the bid documents in sufficient time to ensure receipt by the Purchasing Department on or before 1:30 P.M. on the date specified in the web page listing for this event.

A pre-bid conference has been scheduled to be conducted at the Purchasing Office, 301 West Oglethorpe Avenue, Savannah, Georgia, 31401. This meeting will allow contractors to discuss the specifications and resolve any questions and/or misunderstandings that may arise with City staff. You are invited to attend. See the bid for the specific meeting date and time.

4.1 **Detailed Specifications:**

- 4.2 Standard meter boxes, light duty plastic must be manufactured of black HDPE or approved equal. Physical properties of the meter box follow:

- 4.3 ASTM Test:

<u>Property</u>	<u>Method</u>	<u>HDPE</u>
1. Tensile Strength	D-638	3,000 - 4,400 psi
2. Flexural Modulus	D-790	min 140,000 - 240,000 psi max
3. Notched Izod Impact Strength	D-256	0.5 - 3.0
4. Deflection Temperature	D-648	150 - 220 F

- 4.4 Physical properties of the meter box must meet or exceed the value ranges as indicated by the current valid ASTM-Test methods.

- 4.5 **Standard Meter Box:** HDPE 17" long x 11-7/8" wide at the top, 21" long x 16" wide at the base, 12-1/4" depths. Minimum body weight of 7lbs. Thickness of meter box at top must be a minimum of 3/4". Meter box must have a minimum of four (4) reinforcing ribs on long sides of box for crush strength. Carson L Series 1419-12 or approved equal.

- 4.6 **Standard Meter Box Lid:** Meter box lid must be constructed of high grade cast iron with a non-skid surface and 1" lettering "Savannah Waterworks" with a 1-7/8" hole for mounting Orion Module. Weight range of 12 to 17lbs. Meter top must have a lip of 1 3/4" and fit firmly into meter box. Meter top must be flush with the side of the meter box. Any overhang of the

meter top over the meter box will not be accepted. Meter box lid must fit firmly into meter box with a minimum of 1 3/4" set. Lid must not shift or vibrate under normal pedestrian or traffic loads.

- 4.7 **Standard Jumbo Meter Box:** The meter box shall be HDPE. Meter box shall be in size approximately 32-1/2" long x 19-1/2" wide at the top, 40-1/2" long x 27-1/4" wide at the base, 18" in depth. A minimum body weight of 26 lbs.
- 4.8 **Standard Jumbo Meter Box Lid HDPE:** Captive L-Bolt Lock Cover - Fully recessed into body of box with no overhang. 30-1/2" long x 17-1/2" wide and 2" in depth with a 1-7/8" hole for mounting Orion Module. Weight - 12lbs. Carson L Series 1730-18 or Approved Equal
- 4.9 **Cast Iron Standard Meter Box:** The meter box shall be of cast iron with solid lid. Meter box must be of a high grade cast iron with non-skid surface and 1" lettering "Savannah Waterworks" on the upper side of the lid. Standard Cast Iron Water Meter Boxes shall be of cast iron ASTM A48, class 30B one piece molded construction for durability and impact strength. Solid cast iron meter lid with a 1-7/8" hole for mounting Orion Module. Meter box shall be in size approximately 20" long x 12" high x 13" wide with mouse holes on both ends.
- 4.10 **Cast Iron Jumbo Meter Box:** The meter box shall be of cast iron with solid lid. Meter box must be of a high grade cast iron with non-skid surface and 1" lettering "Savannah Waterworks" on the upper side of the lid. Jumbo Cast Iron Water Meter Boxes shall be of cast iron ASTM A48, class 30B one piece molded construction for durability and impact strength. Solid cast iron meter lid with a 1-7/8" hole for mounting Orion Module. Meter box shall be in size approximately 30" long x 18" high x 19" wide with mouse holes on both ends.
- 4.11 **Standard Quazite Water Meter Box:** The meter box shall have an ANSI Tier rating of 22 made of polymer concrete & fiber glass reinforced polymer with self-aligning replaceable EZ-NUT, one piece molded construction for durability and impact strength and shall have pre-cut pipe entry areas 2" wide x 4" high located on the center of each end of the box. The meter box lid shall have one 1-7/8" hole for mounting Orion Module with an ANSI Tier rating of 15 with "Savannah Waterworks" stamped in the lid. Walls of box to be straight, not flared and able to withstand a 22,500lb., vertical load and an 800lb/sq. ft. Have a lateral load per the ANSI/SCTE 77 2007 "Specification for Underground Enclosure Integrity". The box shall be designed in such a way as to have an integral flange no more than 3" from the top to support the box in concrete, paving or soil and a bottom inward facing flange a minimum of 1" wide to help retard settling. The box shall be designed in such a way as to be securely stackable and weigh no more than listed weight for each meter size for safety and ease of handling, transporting and installing. 13" wide x 20" long x 12" deep water meter boxes shall be of fiberglass reinforced polymer concrete & fiberglass reinforced polymer one piece molded construction for durability and impact strength with a wall thickness of no less than 1/4". Meter box shall be gray in color.
- 4.12 **Jumbo Quazite Water Meter Box:** The meter box shall have an ANSI Tier rating of 22 made of polymer concrete & fiberglass reinforced polymer with self-aligning replaceable EZ-NUT, one piece molded construction for durability and impact strength and shall have pre-cut pipe entry areas 4" wide x 4" high located on the center of each end of the box. The meter box lid shall have one 1-7/8" hole for mounting Orion Module with an ANSI Tier rating of 15 with "Savannah Waterworks" stamped in the lid. Walls of box to be straight, not flared and able to withstand a 22,500lb., vertical load and an 800lb/sq. ft. Have a lateral load per ANSI/SCTE 77 2007 "Specification for underground Enclosure Integrity". The box shall be designed in such a

way as to have an integral flange no more than 3” from the top to support the box in concrete, paving or soil and a bottom inward facing flange a minimum of 1” wide to help retard settling. The box shall be designed in such a way as to be securely stackable and weigh no more than listed weight for each meter size for safety and ease of handling, transporting and installing. 19” wide x 32” long x 18” deep water meter boxes shall be of fiberglass reinforced polymer concrete & fiberglass reinforced polymer one piece molded construction for durability and impact strength with a wall thickness of no less than ¼”. Meter box shall be gray in color and have a polymer concrete reinforced lid.

4.13 **Stretch/Yoke Box System Specifications for Male/Female Type Threads with Low Lead Bronze:**

4.14 **General:** The installation device shall incorporate the design concept of combining a standard water meter and an ASSE dual check backflow preventer as a unit in a meter box, to make a combined length of meter and dual check of 11.25". (11.25" represents the combined length of Savannah's standard domestic water meter and proposed backflow preventer). The meter box shall be so designed as to allow the installation and/or removal of this water meter/backflow as a unit. The design shall also incorporate permanent spacing and alignment for the water/backflow unit and its installation accessories. The center line of the pipe connections shall be 8" below grade. The device shall be supplied assembled with all necessary valves, connection accessories and parts needed to install a 5/8" x 3/4" water meter. All iron castings shall be painted black. All bronze fittings (valve and outlet piece) in contact with outside earth shall be 5,5,5,5 AWWA alloy. Other bronzes may be of the same alloy generally used in water meter housing. All basic components of the system shall be standard, interchangeable and replaceable. The design shall also incorporate permanent spacing and alignment for the meter/backflow unit and its installation accessories.

4.15 **Unit Base:** The unit base shall form the foundation of the installation system. It shall be of ASTM A48-74 Class 30-B cast iron. The casting shall be of machine quality; no rough municipal quality will be accepted. The base casting shall be made to accept an inlet control valve and outlet piece. These parts shall be installed to the base with bronze lock nuts. A permanent spacing of 13.20" shall be provided between inlet valve and the outlet piece. The base shall have 8 ground water drain holes.

4.16 **Expansion Connections:** The expansion connection shall be of a three piece design (expansion hand-wheel, expansion barrel piece, expansion thimble) and shall include a beveled expansion connection gasket and a meter washer. The expansion connection shall permit quick and easy installation and/or removal of water meter/spacer unit without the use of a wrench inside the box. This fitting shall be made of bronze. Two rubber end washers are to be supplied.

4.17 **Upper Housing:** The housing shall be made of high density polyethylene structural foam. The material shall be virgin stock with no fillers used. The unit shall meet the following standards:

Tensile Strength	ASTM D-638 - 3,100 to 5,500 PSI
Flexural Modulus	ASTM D-790 -100,000 to 210,000 PSI
Deflection Temperature	ASTM D-648 - 140 ⁰ to 190 ⁰ F

4.18 **Unit Cover:** The standard lid shall be cast iron to ASTM A48-74 Class 30-B and be of machine quality. The lid shall have an easy off pick-up bar. It shall also have deep "guide fingers" to prevent traffic kick off. The lid shall be solid and/or adaptable for electronic read with a 1-7/8” hole for mounting Orion Module with a non-skid surface and "Savannah Waterworks" cast in 1"

high letters on upper side.

- 4.19 **Inlet Control Valve:** The valve shall have straight entry into the box and be of ball design. The ball shall be Teflon coated for long life. The valve shall have an integral compression connection for 3/4" and/or 1" CTS 250 PSI Polybutylene Tubing. The compression nut shall have a split clamp device to insure against pullout. The outlet of the valve shall provide a recess for the rubber installation washer and form a front cradle for the meter/spacer unit. Inlet control valve shall be of inverted key design made of low lead bronze connection for CTS 250 PSI Polybutylene Tubing.
- 4.20 **Outlet Piece:** This piece shall be recessed for the rubber installation washer and form the rear cradle for the meter/spacer unit. The outlet shall be of horizontal design and have 3/4" Female Pipe Threads. The outlet piece shall be made of low lead bronze.
- 4.21 **Outlet Piece:** This piece shall be recessed for the rubber installation washer and form the rear cradle for the meter/backflow preventer unit. The outlet shall be of horizontal design and have 1" Female Pipe Threads. The outlet piece shall be made of low lead bronze.
- 4.22 For stretch meter boxes located in heavy traffic areas, a rectangular Anchor Flange is required. This Flange should be cast iron and must fit on the plastic upper housing specified herein and be compatible with the meter box lid specified herein. The Anchor Flange should come with all attaching hardware needed for field installation (A.Y. McDonald 776-2CF or equal).
- 4.23 All meter boxes and lids shall be black in color.
- 4.24 Quantities shown on bid proposal are estimates only and are based on previous years' usage. The City reserves the right to purchase more or less than the estimated quantities
- 4.25 **Basis of Award**
- This contract will be awarded to the vendor offering the lowest net price to the City, and meeting or exceeding all specifications herein. The City of Savannah reserves the right to split this award if deemed in the City's best interest. This may include appointing primary, secondary, and/or tertiary vendors if deemed advantageous.
- 4.26 This is an annual contract. Prices must remain firm for the duration of the contract. This agreement may be renewed for up to two (2) additional twelve (12) month periods, if all contracting parties so agree and services provided by the vendor have been satisfactory. The first term of this contract shall begin upon award and shall end on December 31, 2019. All remaining renewal options, if exercised, shall begin on January 1 and end on December 31 of each subsequent year.
- 5.0 **General Specifications:**
- 5.1 The bid response shall include all documents required in the bidder's checklists
- All referenced documents must be completed and returned in their entirety to constitute a complete bid.

- 5.2 To be awarded a bid, bidders must be registered as a supplier on the City of Savannah's website at www.savannahga.gov.
- 5.3 **Bidders must provide the manufacturer and part number of each item bid in the space provided on the bid form.**
- 5.4 **Original invoices shall be mailed to:**
City of Savannah
Accounts Payable Dept.
P.O.1027
Savannah, GA 31402
- 5.5 The successful vendor must have the following items on every invoice to the City:
A) The exact description of the purchased item as described in this contract,
B) The unit price of the item, and
C) The total of the invoice.
- 5.6 **Very Important: Vendor is responsible for acknowledging any addenda issued in connection with this bid solicitation. All addenda issued for this event must be acknowledged in order for a bid to be considered.**
- 5.7 **Non-Communication Period:** Those intending to respond to this event, their employees, agents and attorneys, shall not make contact with City Council members or with City staff outside of the Purchasing Department during the bidding process and evaluation phase.

EXCEPTION SHEET

Event # 7157

If the commodity (ies) and/or services proposed in the response to this bid is in anyway different from that contained in this proposal or bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions to the stated specifications:

Date

Signature

Company

Title

BID PROPOSAL FORM

(SUBMIT AS THE COVER SHEET)

City of Savannah Purchasing Department
301 West Oglethorpe Avenue, 2nd Floor
Savannah, GA 31401

EVENT NUMBER: 7157

P. O. Box 1027
Savannah, Georgia 31402
ATTN: Purchasing Director

Business Location: (Check One)
 Chatham County
 City of Savannah
 Other

ALL BIDDERS MUST BE REGISTERED VENDORS ON THE CITY'S WEBSITE TO BE AWARDED AN EVENT. PLEASE REGISTER AT WWW.SAVANNAHGA.GOV.

Name of Bidder: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____

Email: _____

DO YOU HAVE A BUSINESS TAX CERTIFICATE ISSUED IN THE STATE OF GEORGIA? (CHECK ONE) YES: _____ NO: _____

FROM WHAT CITY/COUNTY _____
TAX CERTIFICATE #: _____ FED TAX ID #: _____

INDICATE LEGAL FORM OF OWNERSHIP OF BIDDER (STATISTICAL PURPOSES ONLY): CHECK ONE: _____ CORPORATION _____ PARTNERSHIP
_____ INDIVIDUAL _____ OTHER (SPECIFY: _____)

INDICATE OWNERSHIP STATUS OF BIDDER (CHECK ONE):

_____ NON-MINORITY OWNED _____ ASIAN AMERICAN
_____ AFRICAN AMERICAN _____ AMERICAN INDIAN
_____ HISPANIC _____ OTHER MINORITY (describe) _____
_____ WOMAN (non-minority)

Do you plan to subcontract any portion of this project? Yes _____ No _____

If yes, please complete the attached schedule of DBE participation. Also complete the schedule if you will be using any DBE suppliers.

ADDENDA ACKNOWLEDGEMENT

My signature below confirms my receipt of all addenda issued for this proposal.

Signature

*This acknowledgement is separate from my signature on the fee proposal form. My signature on the fee proposal form will not be deemed as an acknowledgement of addenda.

THE UNDERSIGNED PROPOSES TO FURNISH THE FOLLOWING ITEMS IN STRICT CONFORMANCE TO THE BID SPECIFICATIONS AND BID INVITATION ISSUED BY THE CITY OF SAVANNAH FOR THIS BID. ANY EXCEPTIONS ARE CLEARLY MARKED IN THE ATTACHED COPY OF BID SPECIFICATIONS.

ITEM NO	DESCRIPTION	MANUFACTURER ITEM	ESTIMATE D QUANTITY	UNIT PRICE	TOTAL
1	Meter Box HDPE		800		
2	Lids CI for Meter Box HDPE w/1-7/8" Hole for Orion Module		800		
3	Meter Box Large HDPE w/1-7/8" Hole for Orion Module		160		
4	Meter Box Stretch/Yoke System w/ 1-7/8" Hole for Orion Module		800		
5	Anchor Flanges w/1-7/8" Hole for Orion Module		50		
6	Meter Box Standard Cast Iron w/ 1-7/8" Hole for Orion Module		50		
7	Meter Box Jumbo Cast Iron w/1-7/8" Hole for Orion Module		16		
8	Meter Box Standard Quazite w/1-7/8" Hole for Orion Module		10		
9	Meter Box Jumbo Quazite w/1-7/8" Hole for Orion Module		6		

Total Bid: \$ _____

PAYMENT TERMS: PLEASE CHECK ONE AND FILL IN BLANKS

(Minimum of 10 working days must be allowed for discount to be considered in bid award)

___ Less ___ % ___ Days Prompt Payment Discount (if offered)

(_____)

___ Net - 30 Days

(no discount offered)

- 0 -

TOTAL NET BID

\$ =====

DELIVERY TIME WILL BE A FACTOR IN THE AWARD OF THIS CONTRACT. PLEASE STATE THE NUMBER OF BUSINESS DAYS REQUIRED FOR DELIVERY.

of Days _____

IF YOU ARE SUBMITTING PRICING FOR THIS EVENT, HAVE YOU PROVIDED THE MANUFACTURERS' NAME AND PART NUMBER OF EACH ITEM? (THIS INFORMATION SHOULD APPEAR IN THE "VENDOR ITEM" FIELD IF SUBMITTING THE BID ELECTRONICALLY. IF SUBMITTING THE BID MANUALLY, THIS INFORMATION SHOULD BE INCLUDED IN THE "MANUFACTURER NAME AND MODEL NUMBER" COLUMN ON THE BID PRICE SHEET.)

Yes _____ No _____

I certify this Bid complies with the General and Specific Specifications and Conditions issued by the City except as clearly marked in the attached copy.

Please Print Name

Authorization Signature

Date

NON-DISCRIMINATION STATEMENT

The bidder certifies that:

- (1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin, or gender in connection with any bid submitted to the City of Savannah or the performance of any contract resulting therefrom;
- (2) That it is and shall be the policy of this company to provide equal opportunity to all business persons seeking to contract or otherwise interested in contracting with this company, including those companies owned and controlled by racial minorities, cultural minorities, and women;
- (3) In connection herewith, we acknowledge and warrant that this company has been made aware of, understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this company;
- (4) That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this company may hereafter obtain and;
- (6) That the failure of this company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the City of Savannah to declare the contract in default and to exercise any and all applicable rights and remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract.

Signature

Title

CONTRACTOR AFFIDAVIT AND AGREEMENT
Employment Eligibility Verification

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Savannah has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Savannah, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Savannah at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number

BY:

Contractor Name

Date

Signature of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent of Contractor

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

* * * * *

Instructions for Completing Contractor Affidavit and Agreement Form

As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the “Employment Eligibility Verification (EEV) Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: <https://everify.uscis.gov/enroll/StartPage.aspx?JS=YES>. Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement.”

Affidavit Verifying Status for City of Savannah Benefit Application

By executing this affidavit under oath, as an applicant for a City of Savannah, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a City of Savannah contract for _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant: _____ Date _____

Printed Name: _____

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires:

***Instruction for Completing Systematic Alien Verification
for Entitlement (SAVE) Form***

O.C.G.A. § 50-36-1, requires Georgia’s cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain “public benefits” are legally present in the United States. Contracts with the City are considered “public benefits.” Therefore, the successful bidder will be required to provide the Affidavit Verifying Status for City of Savannah Benefit Application prior to receiving any City contract. The affidavit is included as part of this bid package but is only required of the successful bidder.