



Notice is published in Palestine Herald Press in the Saturday, December 21, 2019 and Saturday, December 28, 2019, editions.

## CITY OF PALESTINE

### REQUEST FOR PROPOSALS (RFP)

WEST POINT TAP ROAD WATER LINE REPLACEMENT RFP 2020-003

**Sealed Proposal Bids Due Date: Monday, January 13, 2020 at 3:00 p.m.**

#### I. PURPOSE

The City of Palestine (City) is soliciting Request for Proposals (RFP) for water line replacement on West Point Tap Road (between West Oak Street and Bassett Road).

Sealed Proposals are due to the City Secretary's Office by **Monday, January 13, 2020, at 3:00 p.m.** Sealed proposals will be opened during the Palestine City Council meeting on **Monday, January 13, 2020 at 5:30 p.m.** In order to be considered, the sealed proposal must address each required qualification in the Water and Sewer Specifications.

#### II. SERVICES REQUIRED

Replacement of old 6" cast iron water main with 4400' of 6" C900. Install forty (40)-1" services then reduce at meter to  $\frac{3}{4}$ ", install forty square meter boxes with blue lids, install one jumbo square meter box with blue lid, install one (1)-2" service, install six (6) fire hydrants with valves at main, kill out old mains, tie new 6" C900 to old lines at intersections, install two (2) wet taps, and install twenty-two (22) valves.

#### Market Conditions

The City is aware of the extreme market fluctuations occurring for these services, etc., so we are striving to arrive at a bid format that satisfies state bid law and also protects vendors against future price increases. To protect the vendor and the City, we will ask your company to establish a baseline price for the services and products listed. Prices can be negotiated after bids are opened. Then, based on increases and decreases that occur to the listed products over the term of the agreement, the City will allow increases or decreases in the same amount as the market changes.

However, the winning vendor(s) will be asked to provide documentation proving a change in price has occurred. If prices decrease over the term of this agreement, the winning vendor(s) will be

under this format that your company agrees to this market protection. If you have a different method of price protection, please include your information in your response.

#### **IV: GENERAL INFORMATION**

The City of Palestine is a home rule City located in Anderson County and has a population of approximately 18,712 per the 2010 U.S. Census estimate. The City operates under a Council-Manager form of government with a Mayor, six (6) Council Members, and a City Manager. The Council Members are elected from single member districts, with the Mayor elected at large. The City Manager is the Chief Executive Officer of the City. It is the City Manager's duty to execute and implement policies as established by the City Council.

#### **V. SUBMISSION OF RESPONSE**

**Delivery:** Proposals must be sealed. Proposals may be mailed or hand-delivered to the City of Palestine, City Secretary. Sealed Proposals for Water Line Replacement on West Point Tap Road (between West Oak Street and Bassett Road are due to the City Secretary's Office by **3:00 p.m. on Monday, January 13, 2020.**

Proposal packets are required to include eight (8) copies.

Please provide detailed responses to the abbreviated relocation details provided.

Also, include any breakdown of vendor requirements to comply with City of Palestine specifications and/or applicable stipulations regarding completion of this water line replacement.

Please include on the sealed bid envelope:

**“SEALED RFP 2020-003 – TO BE OPENED: MONDAY, JANUARY 13, 2020 AT 5:30 P.M.”**

Proposals received after this time will be returned unopened. The City reserves the right to reject any and all proposals, to request additional information concerning any proposals for purposes of clarification, and to waive any irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the City to pay any cost incurred by respondents in the preparation of the proposals. Furthermore, this RFP does not obligate the City to accept or contract for any implied services.

#### **Mailing Address and Hand Delivery Address:**

Teresa Herrera, City Secretary  
City of Palestine  
ATTN – SEALED RFP 2020-003 – TO BE OPENED: 01/13/2020 AT 5:30 P.M.  
504 North Queen Street  
Palestine, TX 75801

Your qualification shall be governed by the following schedule:

**Friday, January 10, 2020 at 5:00 p.m., Central Standard Time**  
Deadline for inquiries, questions or requests for information with the Utilities Department.  
All questions must be submitted in writing to [pwadmin@palestine-tx.org](mailto:pwadmin@palestine-tx.org).

**Monday, January 13, 2020 at 3:00 p.m., Central Standard Time**  
Sealed, written proposals are due at Palestine City Secretary's Office.  
Proposals received after the published deadline shall remain unopened and will be returned to the vendor.

**Monday, January 13, 2020 at 5:30 p.m., Central Standard Time**  
Opening of sealed proposals during the Palestine City Council meeting.  
To be considered for this engagement you must meet the qualifications and satisfy the requirements set forth in this RFP.

**Communications:** All communications regarding the submission of your qualification proposal are to be in writing directly through the Utilities Department at [pwadmin@palestine-tx.org](mailto:pwadmin@palestine-tx.org).

## **VI. QUALIFICATION PROPOSAL INFORMATION**

### **Statement of Qualifications**

Each Statement of Qualification (SOQ) must address, but does not need to be limited to, the following information:

Respondents shall include:

### **QUALIFICATIONS AND EXPERIENCE**

1. List the name and all addresses of location(s) of your firm. Which firm location will be used to provide materials to City of Palestine Projects?
2. List all individuals and contact information for who would be providing services for this RFP.
3. List your history (if any) regarding water line replacement to the City of Palestine.
4. Describe your involvement with municipalities or other governmental agencies that you have provided water line replacements for. List any contact information for current/former references for the past five (5) years for governmental clients.

## **VII. EVALUATION PROCESS**

The City of Palestine reserves the right to accept or reject any and all submissions in the best interest of the City. Proposals will remain in effect for 90 days. Proposals cannot be altered or amended after the submission deadline. Any interlineations, alterations or erasures made before bid opening must be initialed by the signor of the proposal, guaranteeing authenticity.

## **Receiving Bids**

Sealed bids will be received by the City Secretary. The time received shall be noted on the envelope or box and initialed.

Bids received after the published deadline shall remain unopened and will be returned to the vendor.

## **Bid Process**

Sealed bids will be opened at a City Council meeting where a majority of the Council is present. The bids shall remain on file, open for inspection in the City Purchasing Office for at least forty-eight (48) hours before the contract may be awarded. Bids that are received, which are unmarked, shall be opened for identification purposes only and resealed. The envelope or box shall be marked accordingly.

After proposals are opened and publicly read, the proposals will be tabulated for comparison on the basis of the bid prices and quantities (lowest responsible vendor) or by the best value method shown in the bid. Until final award of the Contract, the city reserves the right to reject any or all bids, to waive technicalities, and to re-advertise for new bids. The following items will be considered when an award is based on best value:

- The purchase price for services and parts for water line replacement (including cost of delivery);
- The reputation of the bidder and of the bidder's goods or services;
- The extent to which the goods or services meet with municipality's needs;
- The bidder's past relationship with the municipality;
- The total long-term cost to the municipality to acquire the bidder's goods or services;

The RFP will be awarded using the following criteria:

- Pricing for services and parts provided
- Ability to deliver services and products to complete project in a timely manner
- The extent to which the products and services meet the City's needs
- Quality of products and services
- References
- Previous relationship with the City of Palestine.

## **BID AWARD AND PRICING**

After your response to this RFP is submitted, the City will negotiate a final price, which is then approved by City Council. Prior to City Council approval, if any market changes occur, the responding vendor must notify the Purchasing Department of this immediately. Once this Council approval occurs, pricing will be subject to the Market Conditions terms listed previously for price increases and decreases. After the bid is awarded and the vendor awarded a contract wishes to approve adjusted pricing to the agreement due to changes in the market, they must do so through certified mail or via e-mail to the Purchasing Department. Documentation verifying the reason for the price increase must be sent as part of the request. Upon review of adjusted proposals, the City of Palestine may elect to dissolve the existing contract upon the expiration date or accept the price increase.

The Review Committee shall be responsible for preparing a tabulation sheet for all bids received that will be made available to the public upon request. The tabulation sheets will be forwarded to the City Council to make the final decision of an award.

### **Point of Contact**

In the event clarification or additional information is needed, contact:

City of Palestine  
Public Works Department  
1620 West Palestine Avenue  
Palestine, Texas 75801  
Telephone: 903-731-8423  
E-Mail: [pwadmin@palestine-tx.org](mailto:pwadmin@palestine-tx.org)

### **Notice**

Any notice provided by this RFP or required by law to be given to the respondents by City of Palestine shall be deemed to have been given and received on the next business day after such written notice was deposited in the U.S. Postal Service mail facility in City of Palestine, Texas by registered or certified mail addressed to the respondent at the address provided in the sealed respondent. Any interpretations, corrections or changes to this Request of Qualifications will be made by addenda. The sole issuing authority of addenda shall be the City of Palestine City Secretary. Addenda will be mailed to all who are known to have received a copy of this Request for Proposals. Bidders shall acknowledge receipt of all addenda.

**WEST POINT TAP RD WATER LINE REPLACEMENT BETWEEN W. OAK AND  
BASSETT RD.**

REPLACEMENT OF OLD 6" CAST IRON WATER MAIN WITH 4400' OF 6" C900.

INSTALL 40- 1" SERVICES THEN REDUCE AT METER TO  $\frac{3}{4}$ "

INSTALL 1- 2" SERVICE

INSTALL 6 FIRE HYDRANTS WITH VALVES AT MAIN

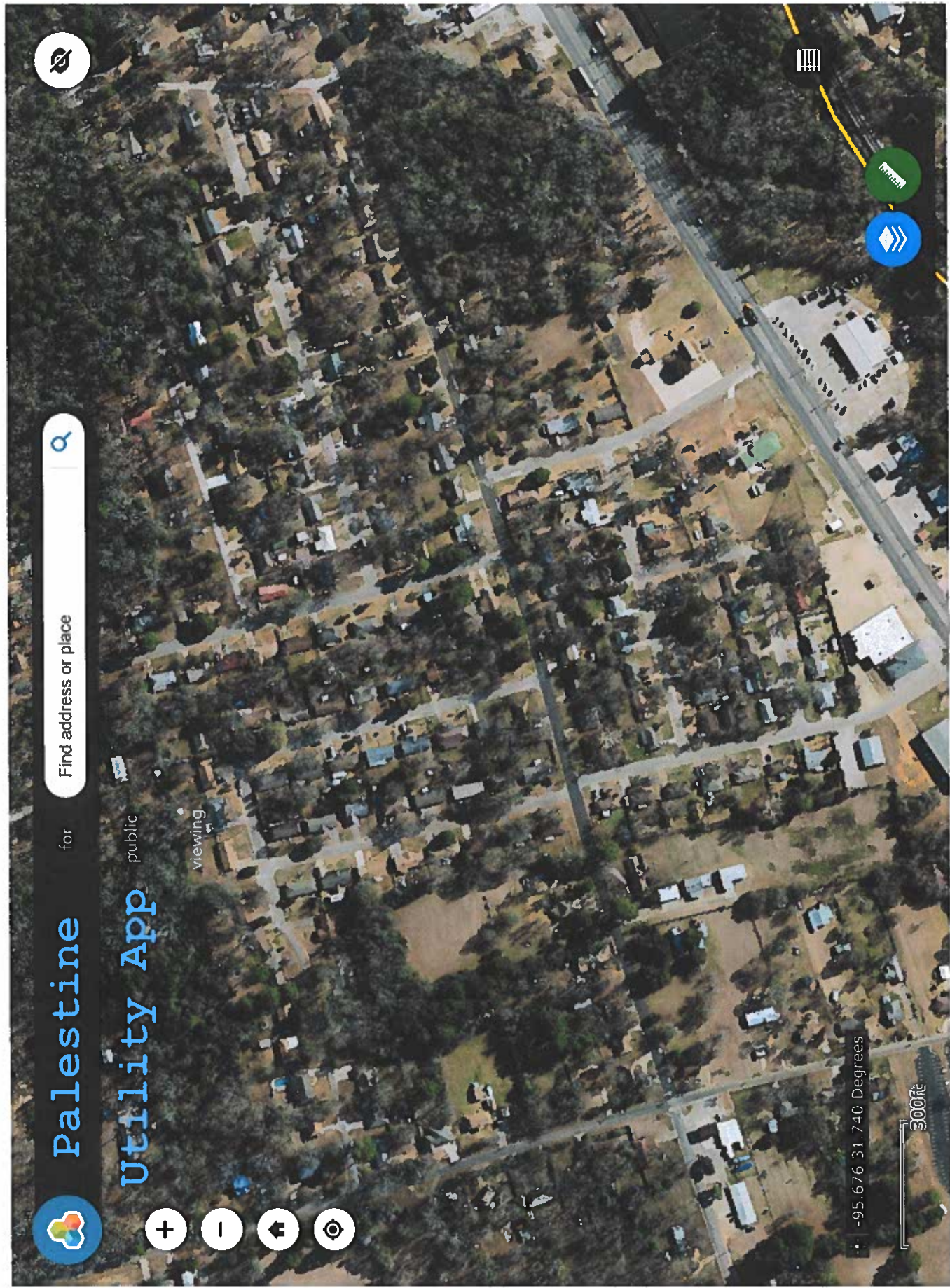
KILL OUT OLD MAINS

TIE NEW 6" C900 TO OLD LINES AT INTERSECTIONS

INSTALL 2 WET TAPS

INSTALL 22 VALVES

WEST PART TAP



## WATER SPECS

1. ALL WATER MAINS WILL BE C 900 DR 18 , **UNLESS OTHERWISE NOTED**
2. ALL WATER MAINS WILL BE HYDRO STATIC TESTED AT 150 PSI FOR MINIMUM 4 HOURS or 200 PSI FOR 2 HOURS; THIS WILL BE DETERMINED BY INSPECTOR AND ENGINEER.  
 , NO WATER WILL BE PUT INTO SERVICE FOR ANY REASON UNTIL BAC- T SAMPLES COME BACK NEGATIVE
3. ALL WATER MAINS WILL BE BEDDED AND COVERED WITH NO LESS THAN 6" CLEAN NATIVE SOIL OR SAND. ALL BACK FILL MATERIAL WILL BE CLEAN SOIL OR SAND FOR THE FIRST 12" LIFT NO ROCKS OR DEBRIS WILL BE ON FIRST LIFT. ROAD LEVEL WILL BE 1' OF **CALICHE ROCK COMPACTED**
4. ALL DITCHES IN ROADWAYS WILL BE COMPACTED AND PROCTORS TAKEN TO ACHIEVE HIGHEST COMPACTION. ALL DITCHES WILL BE COMPACTED EVEN GRASSY AREAS OUT OF PAVING TO KEEP SETTLING TO MINIMUM
5. ALL WATER MAINS WILL HAVE A **BLUE COLORED** TRACER WIRE, # 14 **SOLID COPPER STRAND** ATTACHED TO THE TOP CENTER OF PIPE. TRACER WIRE WILL BE PULLED UP AT ALL VALVE LOCATIONS AND WIRE WILL BE PULLED UP ON THE OUTSIDE OF BASE AND INSIDE OF SCREW TOP SO AS TO NOT GET TANGLED UP ON VALVE KEYS
6. ALL VALVE BOXES WILL BE ADJUSTABLE TYPE WITH A BASE ATTACHED TO PREVENT BOX FROM SHIFTING OFF TO SIDE. BASES WILL FIT SPECIFIC VALVE SIZES ,
7. ALL BOXES DEEPER THAN 8' WILL ALSO HAVE CONCRETE POURED AROUND BASE TO KEEP FROM SHIFTING
8. ALL VALVE BOXES NOT IN PAVEMENT WILL HAVE A 24" SQUARE PAD POURED AROUND BOX AND WILL HAVE THE SIZE AND DIRECTION OF FLOW ETCHED INTO PAD, UPON COMPLETION OF PROJECT ALL VALVE BOXES WILL BE INSPECTED. ALL VALVE BOXES AND PADS WILL BE COLOR CODED RED TO INDICATE FIRE LINE
9. ALL WATER MAIN FITTINGS FROM 3" AND UP WILL BE DUCTILE IRON , MECHANICAL JOINT OR FLANGE
10. ALL FITTINGS WILL BE ATTACHED WITH MEGA LUGGS AND CONCRETE THRUST BLOCKS WHERE REQUIRED.
11. ALL GATE VALVES WILL BE EPOXY COATED , MECHANICAL JOINT OR FLANGE AND RESILIENT WEDGE
12. ALL IN LINE MECHANICAL JOINT GATE VALVES WILL BE INSTALLED WITH MEGA LUGS, ALL MEGA LUGS WILL BE INSTALLED ON FULL RUNS OF PIPE, NO BELLS INSTALLED ON VALVE RUNS. GATE VALVES WILL BE INSTALLED ON ALL DIRECTION CHANGES AND ALSO NOT MORE THAN 1000' RUNS
13. ALL GATE VALVES WILL BE SET ON CONCRETE PAD FOR SUPPORT ,
14. ALL GATE VALVES ON TEE'S WILL BE ANCHORED BY FLANGES , SWIVEL TEES , ANCHOR COUPLINGS OR ALL THREAD ROD AND EYE BOLT
15. ALL FIRE HYDRANTS WILL BE AVK OR MUELLER CENTURIAN 250 SERIES, **ALL FIRE HYDRANTS WILL BE PAINTED SILVER AND MUST HAVE STORZ FITTING**, ANY FIRE HYDRANT NOT BELONGING TO THE CITY , WILL BE COLOR CODED SO AS TO SEPARATE FROM CITY HYDRANTS



16. ALL FIRE HYDRANT ASSEMBLIES WILL INCLUDE A SWIVEL TEE , GATE VALVE WITH ADJUSTABLE VALVE BOX , ANCHOR COUPLING , CONCRETE SPLASH PADS AND FIRE HYDRANT ANY THAT CANNOT USE ANCHORS , WILL HAVE ALL THREAD ROD FROM GATE VALVE ON MAIN TO FIRE HYDRANT ATTACHED WITH ANCHOR EYE BOLT
17. ALL FIRE HYDRANTS WILL BE SET ON R O W OR PROPERTY LINE
18. ALL FIREHYDRANTS WILL HAVE A MINIMUM OF 12" ROCK AROUND SHOE AREA FOR DRAINAGE OF WEEP HOLES
19. ALL FIRE HYDRANTS WILL BE SET TO BURY LINE
20. ALL FIRE HYDRANTS WILL HAVE A SPLASH PAD POURED FROM BARRELL OF F/H AT BURY LINE TO CURB OR ROADWAY TO KEEP EROSION TO A MINIMUM, SPLASH PAD MUST NOT INTERFERE WITH TRAFFIC FLANGES AT BREAK AWAY
21. ALL CITY SERVICES WILL BE SET ON THE CITY RIGHT OF WAY, IT WILL BE THE PROPERTY OWNER'S RESPONSIBILITY FROM R O W TO BUILDING THIS INCLUDES FIRE LINE METERS AND CHECK VALVES , SEWER TAPS AND MANHOLES AND ALL WATER METERS
22. ALL TAPS WILL BE ¾" , 1" , 2" , 4" OR LARGER , ANY HALF SIZES WILL BE REDUCED AT WATER METER , ALL SERVICE TAPS WILL HAVE A CUSTOMER CUTOFF INSTALLED AS CLOSE TO METER BOX AS POSSIBLE , BUT WILL BE IN A SEPARATE BOX . ALL WILL BE BRASS WITH FMIP THREADS, ALL ¾" TO 2" VALVES WILL BE 360 DEGREE ROTATION BALL VALVES. TAPS 3" OR LARGER WILL BE SET IN A VAULT WITH DRAINS AND A SPLIT ALUMINUM HATCH STYLE LID WITH SAFETY LOCKS AND LADDERS AS NEEDED, ALSO A BYPASS METER OR TAP ON BIGGER METERS WHERE SERVICE CANNOT BE INTERRUPTED
23. ALL WATER TAPS FROM ¾" TO 2" WILL REQUIRE A TAPPING SADDLE, UNLESS OTHERWISE NOTED  
TAPPING SADDLES WILL BE EPOXY COATED AND HAVE DOUBLE STAINLESS STEEL BANDS
24. ALL ¾" OR 1" TAPS WILL HAVE A BRASS CORP STOP IN SADDLE AND WILL BE CC THREAD X COMPRESSION WITH PACK JOINT NUTS , ALL TAPS WILL BE ON 45 DEGREE ANGLE WITH SHUT OFF FACING THE SIDE OR TOP
25. ALL ¾" OR 1" SERVICE LINE'S WILL BE TYPE K COPPER
26. ALL 2" SERVICES WILL BE CL 200 GASKET JOINT PIPE OR COPPER
27. ALL 2" TAPS WILL HAVE A GATE VALVE AT TAP , ALL 2" GATE VALVES WILL BE EPOXY COATED SQUARE HEAD FEMALE IRON PIPE THREADS WITH A BRASS NIPPLE BETWEEN VALVE AND SADDLE **NO GALVANIZED FITTINGS WILL BE ALLOWED**
28. ALL 2" TAPS WILL BE ATTACHED TO SERVICE WITH A BRASS MALE IP THREAD X PVC OR CTS COMPRESSION ADAPTER TO CURB LINE
29. ALL TAP SADDLES 4" OR LARGER, WILL BE STAINLESS STEEL, NO EXCEPTIONS.  
ALL 4" OR LARGER GATE VALVES WILL BE ATTACHED TO THE MAIN BY SWIVEL TEE, OR FLANGE
30. ALL METER STOPS ON ¾" AND 1" TAPS WILL BE FORD BRASS 360 DEGREE ROTATIONS, PACK JOINT NUTS AND WING LOCKS
31. ALL METER STOPS ON 2" TAPS WILL BE FORD BRASS METER FLANGE ANGLE STOP WITH MALE OR FEMALE IP THREADS AND WING LOCKS
32. ALL WATER MAINS REQUIREING STEEL CASING WILL HAVE CASING SPACERS AND PLUGS TO SEAL AND SUPPORT MAINS
33. ALL FITTING'S INSTALLED WITHIN 10' OF STEEL CASING WILL BE ATTACHED TO CASING WITH ALL THREAD ROD. THIS IS TO KEEP LINES FROM SEPERATING IN CASING. IF MORE THAN TWO FITTINGS ON SAME RUN, BOTH FITTINGS WILL BE ANCHORED TOGETHER WITH ANCHOUR COUPLINGS OR ALL THREAD ROD

34. ALL HIGHWAY CROSSING WILL HAVE A GATE VALVE ON BOTH SIDES FOR ISOLATION OF SAID LINE
35. ALL AIR RELIEF VALVE'S EITHER WATER OR SEWER , WILL BE INSTALLED IN A CONCRETE VAULT SEE ATTACHED DRAWING FOR TYPICAL INSTALLATION, ALL WILL HAVE A GATE VALVE INSTALLED AT TAP , AND WILL BE A EPOXY COATED SQUARE HEAD FMIP THREADS TYPE
36. ALL WATER MAINS THAT ARE UNDER CONCRETE MUST HAVE AN EXPANSION JOINT ON BOTH SIDES' OF MAIN OR EASEMENT, FOR THE REMOVAL AND REPAIR OF SAID MAIN UNLESS STEEL CASING IS INSTALLED. THIS WILL ALLOW REPAIRS TO BE MADE WITH LESS CONCRETE TO REPAIR ANY NOT DESIGNED THIS WAY WILL BE AT COST OF CUSTOMER TO REPAIR
37. ALL WET FIRE LINE'S WILL HAVE THE PROPER BACKFLOW ASSEMBLY INSTALLED AT THE CITY RIGHT OF WAY , ALL DEVICES WILL HAVE GATE VALVES ON BOTH SIDES OF DEVICE AND A BYPASS OR TATTLE TALE METER INSTALLED IN A VAULT . ALL VALTS WILL HAVE PROPER DRAINS, AND LIGHT WEIGHT HATCHES TO PROTECT DEVICE AND ALLOW ACCESS BY CITY EMPLOYEE'S
38. ANY FIRE LINE THAT CANNOT BE PROTECTED BY A TESTABLE BACKFLOW DEVICE IN THE MANNER DESCRIBED, WILL HAVE A DOUBLE CHECKVALVE DEVICE INSTALLED ON THE PROPERTY LINE