

**HINCKLEY TOWN  
WATER LINE PROJECT  
REQUEST FOR BID (RFB)**  
**Updated 11/30/2023**

Hinckley Town  
161 East 300 North  
Hinckley, Utah 84635

**REQUEST FOR BIDS - COMPETITIVE SEALED BID (CSB) FOR PROCUREMENT AND  
INSTALLATION OF 8" MAIN WATER LINE, FIRE HYDRANTS, VALVES, AND WATER  
CONNECTION SERVICES.**

**DOCUMENT SUMMARY:**

Hinckley Town is seeking Competitive Sealed Bids (CSB) for procurement and installation of a culinary water line. The project may be funded in part through HUD's Community Development Block Grant (CDBG) or other federal funding. The Town will select one (1) Supplier/Contractor to provide equipment, materials, and labor for the project as outlined in this request.

The project will consist of procuring culinary water line materials and installing water service.

**SCOPE OF WORK:**

Procurement and Construction Services

- Prepare Unit pricing for materials and installation:
  - 1400' 8" PVC Water Line,
  - 1400' Tracer Wire,
  - 2-4' Fire Hydrants supplied by 6" Laterals,
  - 2-6" Isolation Valves,
  - 3-Cast Iron Adjustable Valve Boxes and Valve Box Lids,
  - 1-8" Gate Valve,
  - Bolt Packs,
  - Thrust Blocking Materials,
  - Installation of 1400' 8" Water Line, Tracer Wire, Fire Hydrants, Isolation Valves, & Gate Valve,
  - Boring Under Road and Concrete Ditch
    - 1- Bore approximately 60' for Installation of a 2" Water Service Connection.
    - 2- Bore approximately 60' for Installation of a 3/4" Water Service Connection.
    - 3- Bore approximately 60' for Installation of a 1" Water Service Connection.
  - Install 2" Water Service Connection – All 2" water connection supplies will be provided by Hinckley Town,
  - Install 3/4" Water Service Connection – All 3/4" water connection supplies will be provided by Hinckley Town,
  - Install 1" Water Service Connection – All 1" water connection supplies will be provided by Hinckley Town.

All materials that come in contact with drinking water, including pipes, gaskets, lubricants, and O-rings, shall be ANSI certified as meeting the requirements of ANSI/NSF Standard 61, Drinking Water System Components – Health Effects. To permit field verification of this certification, all components shall be appropriately stamped with the NSF logo.

**QUESTIONS CONCERNING THE RFB SHOULD BE DIRECTED TO:**

Hinckley Town  
Attn: Tresa Taylor  
161 East 300 North  
Hinckley, Utah 84635  
Tel: (435) 864-3522  
[hclerk@frontiernet.net](mailto:hclerk@frontiernet.net)

**DESIGN ELEMENT GUIDELINES & SYSTEM SPECIFICATIONS:**

Suppliers should base their designs on meeting all standards in R309-500 rules as well as the guidelines & specifications listed in this RFB. Quality of system components, quality of design, handicapped accessibility, inclusiveness, cost, appropriateness to location and target demographic must be taken into consideration in the design of the proposed system (Contact the above listed number or address for further demographic information).

The Bid should provide a list of the designed components being proposed for the water line project and updates, as well as a time frame for completion once notified of award. Please include structure and component model numbers, materials, estimated lifetime of equipment including manufacturers' warranty and any other relevant descriptive information. Contractors are encouraged to take accessibility into account in their designs.

Required Items:

1. All water line materials/installation elements must meet and/or exceed all federal guidelines.
2. All installed materials must be ANSI/NSF certified.

Preferred System Qualities:

1. All water line materials must demonstrate the highest level of durability in materials and finishes selected in consideration of health and safety.
2. "Green" construction practices and materials are highly desired.

## **Component Materials.**

### **R309-550-6**

#### **(1) ANSI/NSF Standard for Health Effects.**

All materials that may come in contact with drinking water, including pipes, gaskets, lubricants and O-Rings, shall be ANSI certified as meeting the requirements of ANSI/NSF Standard 61, Drinking Water System Components – Health Effects. To permit field-verification of this certification, all components shall be appropriately stamped with the NSF logo.

#### **(2) Standards for Mechanical Properties.**

Pipe, joints, fittings, valves, and fire hydrants shall conform to ANSI/NSF Standard 61, and applicable sections of AWWA Standards C104-A21.4-08 through C550-05 and C900-07 through C950-07.

#### **(3) Fire Hydrants.**

- (a) Fire hydrants laterals shall be a minimum of 6" diameter.
- (b) The location of fire hydrants shall be approximately every 400'.
- (c) Auxiliary valves shall be installed in all hydrant leads.
- (e) Hydrant drains shall be installed with a gravel packet or dry well to provide adequate drainage.

## **Water Main.**

#### **(1) Standards.**

The specifications shall incorporate the provisions of the manufacturer's recommended installation procedures or the following applicable standards.

(a) for PVC pipe, ASTM D2774, Recommended Practice for Underground Installation of Thermoplastic Pressure Piping and PVC Pipe and AWWA Manual of Practice M23, 2003.

#### **(2) Bedding.**

A continuous and uniform bedding shall be provided in the trench for all buried pipe. Stones larger than the backfill material described below shall be removed for a depth of at least 6" below the bottom of the pipe.

#### **(3) Backfill.**

Backfill material shall be tamped in layers around the pipe and to a sufficient height above the pipe to adequately support and protect the pipe. The material and backfill zones shall be specified by the standards referenced in Subsection (1), above. As a minimum:

(a) for plastic pipe, backfill material a maximum particle size of  $\frac{3}{4}$  inch shall be used to surround the pipe.

#### **(4) Dropping Pipe into Trench.**

Under no circumstances shall the pipe or accessories be dropped into the trench.

#### **(5) Burial Cover.**

All water mains shall be covered with sufficient earth to prevent freezing.

#### **(6) Thrust Blocking.**

All tees, bends, plugs, and hydrants shall be provided with thrust blocking, anchoring, tie rods, or restraint joints designed to prevent movement. Restraints shall be sized to withstand the forces experienced.

**(7) Pressure and Leakage Testing.**

Water line shall be pressure tested and leakage tested in accordance with AWWA Standard C600-10.

**(8) Sealing Pipe Ends During Construction.**

The open ends of all pipelines under construction shall be covered and effectively sealed at the end of the day's work.

**(9) Disinfecting Water Lines.**

All new water mains or appurtenances shall be disinfected in accordance with AWWA Standard C651-05. The specifications shall include detailed procedures for the adequate flushing, disinfection, and microbiological testing.

**CONSTRUCTION/INSTALLATION, INSPECTION AND WARRANTY:**

**Construction/Installation:** The water line project procurement of materials, construction, and installation will be provided and managed by the Contractor. The Contractor must provide direct supervision or provide qualified and certified representative familiar with installation. All tools and equipment required shall be provided by the Contractor for this project. The Contractor will be given **365 calendar days** to complete the proposed work. Calendar days will begin as outlined in the awarding of the Bid/contract. The Contractor will certify installation is in accordance with all manufacturers' requirements including, but not limited to warranty requirements.

**Inspection:** A certified representative of the Town (Hinckley Town Building Inspector) is required to conduct a post construction/installation inspection of the water line improvements and upgrades upon completion to ensure proper installation. If not properly constructed/installed, modifications must be submitted in writing to the Town and remedied immediately. Co-inspection with a certified representative of the assembly and installation work will be conducted by a Town Representative. The Town will supply the punch list for final completion generated by this co-inspection. The Contractor shall submit to the inspector a certification of compliance and warrantee following punch list completion.

**Warranty:** Upon completion of Construction/installation, the Contractor must provide documentation attesting all materials have been constructed/installed meeting all specifications required to be warranted by manufacturer. Additionally, it is the Contractor's responsibility to provide to the manufacturer's warranty of materials.

**COMPLIANCE:**

All equipment/materials must meet and/or exceed all federal guidelines. Documentation of compliance must be provided to the Town with the Contractor's Bid. All equipment/materials must comply with ANSI/NSF Standard 61, Americans with Disabilities Act (ADA) and Build America, Buy America (BABA).

The selected Contractor will be required to comply with the requirements of the CDBG funding

source and the Terms and Conditions (Attachment A). These requirements will be made part of the contract that will be entered into following Contractor's selection. The CDBG requirements include but are not limited to compliance with HUD 4010 Federal Labor Standards (Attachment A), Section 3 of the Housing and Development Act of 1968 (Attachment B), Build America, Buy America (BABA) (Attachment C), and Department of Labor Davis-Bacon Wage Rates (Attachment D), referenced in applicable attachments.

The Contractor will ensure that hiring is made on the basis of merit and qualifications and that there will be no discrimination in employment on the basis race, ancestry, color, physical or mental disability, religion, national origin, sex, age, marital or familial status, creed, ex-offender status, physical condition, political belief, public assistance status or sexual orientation, gender identity or expression, except where these criteria are reasonable bona fide occupational qualifications.

The Contractor and any persons doing work on this project will be required to possess or obtain a Unique Entity Identifier (UEI) number through registration at SAM.GOV, and a business license registration with the State of Utah.

All laborers and mechanics employed by Contractor in performance of this construction work shall be paid fair and equal wages rates, required by law. The Contractor shall utilize the DOL Davis-Bacon Wage Rates for Heavy Construction effective to the most recent date posted prior to bidding and construction beginning.

The Contractor must provide an original Certificate of Product Liability Insurance.

**DISCLAIMER:**

Hinckley Town shall be exempt from any liability for costs incurred by unsuccessful suppliers in the preparation of a CSB.

**BID SUBMITTAL DATE & TIME:**

All CSBs must be submitted to Tresa Taylor at Hinckley Town Clerk's Office by 5:00 p.m. MST on December 12, 2023, at the address listed in the title of this RFB.

All submitted CSBs must be addressed as follows:

*Bid for Water Line Project  
Attn: Tresa Taylor, Town Clerk*

**BID FORMAT:**

Bids shall be submitted in the following format:

- Project Name
- Contractor Name
- Statement that CSB will meet CDBG Guidelines, including previous experience of the Contractor

- The project's proposed description, photos, plans, etc.
- Designs showing all safety precautions necessary for this water line project
- Warranty and insurance capabilities
- Statement of understanding of Davis-Bacon and non-discrimination requirement
- Project Cost Proposal & Timeline
- Any additional information relating to scoring criteria as listed below
- References

Bids must include a bid price for each design presented. Bids must list the cost of the materials, and labor separately. The Town reserves the right to reject any and all Bids with or without cause, and to accept Bids which it considers most favorable. Bids should include a minimum of two references for installations similar to that proposed for Hinckley Town. References shall include name of project, location, contact information including phone number and general cost of installation.

All delivery, assembly, installation and supervision costs must be included in the Bid. Payment for the project will be sent within sixty (60) days after installation and invoicing of the water line project.

All Bids amounts shall be guaranteed for not less than sixty (60) days after the Bids submittal deadline date.

Workmen's Compensation, Comprehensive General Liability, and Transportation insurance and insurance certificates shall be provided by the successful Supplier. Successful Contractors are required to comply with Hinckley Town Business Licensing requirements. Following execution of Bid receipt, Bids will be available to the public upon specific request.

No Bid may be withdrawn within a period of sixty (60) days after the Bid opening date.

Prices shall include delivery f.o.b., freight paid by the bidder to the jobsite.

The Contractor must submit five (5) hard copies of the Bid to the address listed above. All Bids must comply with the specifications and guidelines provided in this document.

This solicitation is being offered in accordance with State statutes governing procurement. Accordingly, Hinckley Town reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory or inappropriate at the sole discretion of Hinckley Town.

#### **CIVIL RIGHTS STATEMENT:**

Hinckley Town is an Equal Employment Opportunity Entity. Qualified women, veterans, minority and handicapped individuals are strongly encouraged to submit Bids.

## **PROPOSAL REQUIREMENTS:**

Hinckley Town will review each of the submitted proposals and select a qualified firm based on the following information:

- Letter of interest identifying the construction firm's project manager.
- Education, training and qualifications of key team members to be assigned to this project.
- Recent, successful projects completed by the firm which are similar to the project being considered by the Town. The completeness should indicate the technical experience and experience of the personnel with regard to this type of project.
- Project approach which includes familiarity with the Town and the proposed project.
- The Town requires proof of liability and worker's compensation insurance.
- A minimum of three references for the firm including contact information.
- Cost proposal in an estimated, not-to-exceed format submitted in a separate envelope to be reviewed after a qualifications-based selection has been made (not included in page limit).
- Upon completion of installation, the Contractor must provide documentation attesting the materials have been installed meeting all specifications required to be warranted by manufacturer. Additionally, it is the Contractor's responsibility to provide to the manufacturer's warranty of installed materials.

## **EVALUATION AND SELECTION PROCESS:**

Hinckley Town will select the successful firm through a qualifications-based and cost- based selection process based upon the following:

- Competence to perform the services as reflected by technical training and education, and direct experience in providing the services outlined herein. (20 points)
- Project approach and familiarity with the town's needs. (20 points)
- Past performance with installation of culinary water lines, including references and review of prior performance factors as control of costs, quality of work and the ability to meet deadlines. (30 points)
- Organization and completeness of proposal (10 points)
- Cost proposal based on the following items (20 points):

Maximum points: 100

Following the submission of all CSB submittals, a Selection Meeting, made up of the Council and the Mayor will be held at 7:00 pm. on December 12, 2023, in the Hinckley Town Council Chambers located at 161 East 300 North, Hinckley, Utah 84635. This meeting will be open to the public. All sealed Bids shall be opened by the Mayor or designated representative in the above listed open public meeting, before one or more witnesses, at the time and place indicated in this Bid packet.

The name of the bidder and the amount of each Bid shall be recorded and made available to the public. Bids shall not be accepted after the time for submission of a Bid has expired.

The Council shall consider an award the Bid/contract to the lowest qualified bidder or the bidder who best satisfies the objective criteria described in the invitation for Bids which may include: Experience, performance ratings, inspection of workmanship, suitability, quality, likely

compatibility with existing assets or practices, availability, warrantee, references, licensure, proximity or other criteria reasonably specified in the RFB, including UEI and Utah business license clearance.

Tied Bids may be resolved using any reasonable criteria and at the sole discretion of the Town Council.

Please refer to State Code Title 63G - Chapter 6a for the procurement policy followed by Hinckley Town.

Hinckley Town reserves the right to:

- A. The Town reserves the right to reject any and all Bids with or without cause, and to accept Bids which it considers most favorable;
- B. Issue addenda to the RFB, including extending or otherwise revising the timeline for submittals;
- C. Withdraw the RFB.
- D. Request clarification and/or additional information from the construction firm at any point in the procurement process;
- E. Execute a contract, or contracts, on the basis of the original proposal or any additions to proposal submissions;
- F. Waive informalities, to negotiate and agree to contract terms with the successful proposal; and/or
- G. Disregard non-conforming, non-responsive, unbalanced or conditional proposals, and to readvertise if it is in the best interest of the Town of Hinckley to do so.

#### **Attachments:**

Attachment A - Terms and Conditions, HUD 4010 Federal Labor Standards

Attachment B - Section 3 of the Housing and Development Act of 1968

Attachment C - Build America, Buy America (BABA)

Attachment D - Department of Labor Davis-Bacon Wage Rates

Attachment E - Main Water Line Trench Diagram

Attachment F - Fire Hydrant Diagram

Attachment G -Gate Valves Diagram

Attachment H - Restraining Diagram