

**REQUEST FOR BID  
FOR  
LIFT STATION PIPING REPLACEMENT AND ASSOCIATE WORK ITEMS AT LIFT STATION  
1 and 2**



**DUE DATE: March 21, 2024 at 1:30 PM Local Time**

**REQUEST FOR BID  
HARRISON UTILITIES, WISCONSIN**

**Information to Bidders:**

Notice is hereby given that the Harrison Utilities will receive sealed bids in the office of the Lead Systems Operator, Harrison Utilities, N8722 Lake Park Road, Menasha, WI 54952 by 1:30 PM local time on March 21, 2024, for the project hereinafter referred to as:

**Project Name: LIFT STATION PIPE REPLACEMENT AT LIFT STATIONS 1 AND 2**

Harrison Utilities is seeking bids for replacement of piping and associated work items at Lift Station No. 1 and 2 in the Village of Harrison, Wisconsin

**Bid Due:** March 21, 2024, by 1:30 PM local time. At the said time all bids will be opened. Harrison Utilities must receive bids no later than the specified time and date. Bids received after such time will be returned unopened. Responses may be mailed, or hand delivered. Bids sent via email will not be accepted. Bids are valid for 90 days after the due date. Harrison Utilities reserves the right to request further extensions if necessary.

Bid documents may be viewed on the Harrison Utilities website: [www.harrison-wi.org/Latest-News](http://www.harrison-wi.org/Latest-News). The bid will include two-line items: replacement piping and associated work items for Lift Station No. 1 and replacement piping and associated work items for Lift Station No. 2.

Each Bidder is required to file its bid based on the due date. Before a contract will be awarded to the lowest, responsive, responsible bidder for the option the Village chooses, the Village will conduct such an investigation as is necessary to determine the performance record and ability of the apparent low bidder to perform the sign and type of Work specified under this contract. Upon request, the Bidder shall submit additional information as deemed necessary by the Village to evaluate the Bidder's qualifications.

For questions regarding the bid, please feel free to contact Tom Van Zeeland at 920-850-6864.

Tom Van Zeeland  
Lead Systems Operator  
Harrison Utilities

Publish 3/5/24 and 3/12/24

## **Specifications:**

**OVERVIEW AND PURPOSE:** Harrison Utilities (“HU”) is seeking bids for the replacement of piping, valves and associated work items at Lift Station No. 1 located on Fire Lane 2 and Lift Station No. 2 located on Fire Lane 6.

**CONTRACT TERM AND PRICE CONDITIONS:** The initial term will cover the purchase of the equipment and installation listed in the Request for Bid (“RFB”). Pricing shall be firm and fixed for the term of the initial contract.

**SCOPE OF WORK:** As requested by HU, this RFB has been issued for the sole purpose and intent of obtaining bid responses from responsive and responsible bidders.

EACH BID shall constitute an offer to HU as outlined herein. Bid prices will include all costs associated with the performance of the contract such as sales tax, permits, fabrication, insurance, shipping, handling, freight charges, installation, and any waste hauling, etc.

**ALTERNATIVE PRODUCTS:** HU will consider pricing for alternative materials of similar quality.

**SPECIFICATIONS:** HU reserves the right to determine which specific items on any specification requirements require strict adherence, or are most important, and those that are not, or requiring a lesser degree of importance. Such determination can and will be a basis for evaluating, recommending, and making award. The low bid for the option of the Village’s choosing most closely meeting specifications is usually the bid given the award.

### **TENTATIVE SCHEDULE OF EVENTS:**

RFB issued February 29, 2024

Bids due March 21, 2024 at 1:30 PM Local Time

Village Board Consideration of Award: March 27, 2024

**QUESTIONS REGARDING THIS RFB:** ALL questions or alternates must be submitted via e-mail. Any questions and answers along with the determination of substitutions will be posted as a bid addendum on the Village of Harrison website. Questions regarding the scope of work or evaluation process must be submitted in writing or e-mail and should be addressed to Tom Van Zeeland, [tvanzeeland@harrisonutilities.org](mailto:tvanzeeland@harrisonutilities.org).

**DISTRIBUTION OF BID DOCUMENT AND ADDENDA:** This RFB can be downloaded directly from the Harrison Utilities website at [www.harrisonutilities.com](http://www.harrisonutilities.com).

**BID PREPARATION:** Firms submitting bids shall be responsible for all costs and/or expenses associated with preparing such proposal.

**SUBMISSION OF BID PROPOSALS:** All bid proposals must be received no later than 1:30 PM Local Time on March 21, 2024. Bids must be signed by an authorized company representative and submitted in a sealed envelope. Bids must be addressed to: Lead Systems Operator, Harrison Utilities, Tom Van Zeeland is the responsibility of the supplier to be sure the proposals are sent sufficiently ahead of time to be received no later than 1:30 PM on March 21, 2024. Proposals received after the deadline will not be considered for award of contract.

**PRE-BID MEETING:** A mandatory pre-bid meeting will be held on March 14, 2024 at 10:00AM will be held Lift Station No. 1, Fire Lane 2 to gain access to the facility and view the work items. After the inspection of Lift Station No. 1, viewing of the Lift Station No. 2 on Fire Lane 6 will be held. **Interested bidders are required to attend the pre-bid meeting.**

**EVALUATION PROCESS:** This is a Request for Bids for specific items and our intent is to award the contract to the responsible supplier that submits the lowest responsive bid.

**COMPLIANCE WITH LAWS:** The supplier shall comply with all applicable federal, state, and local laws, rules, and regulations affecting its performance and hold the Purchaser harmless against any claims arising from the violation thereof.

**GENERAL BID INFORMATION:** Submission of the proposal will signify the firm's agreement that its proposal and the content thereof are valid for 60 days following the submission deadline and will become part of the contract that is negotiated between HU and the successful firm.

**NON-DISCRIMINATION:** HU requires that no person will be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, including in consideration for an award pursuant to this advertisement, on the grounds of race, religion, color, national origin, sex, age, marital status, political affiliation, sexual orientation, or the presence of any sensory, mental or physical disability. HU further assures that every effort will be made to ensure non-discrimination in all its programs and activities, whether those programs are federally funded or not.

In addition to nondiscrimination compliance requirements, the firm ultimately awarded a contract must comply with federal, state and local laws, statutes, and ordinances relative to the execution of the work. This requirement includes, but is not limited to, protection of public and employee safety and health; environmental protection; waste reduction and recycling; the protection of natural resources; permits; fees; taxes; and similar subjects.

**Price Proposal Form  
Monument Sign Installations  
Request For Bids**

**Bidder shall submit one original sealed bid.** If Bidder wishes to submit alternate bids, copy the appropriate bid pages and submit alternate bids.

We agree to furnish the following items:

ITEM NO. 1: **Lift Station No. 1:** Material and Labor to replace piping and valves in existing lift station. The price shall include, but not limited to, slip lining the 6-inch ductile iron pipes, bypass pumping, 304 schedule 10 stainless steel pipe and fittings, 304 stainless steel support brackets, AWWA check valves and gate valves, and stainless-steel fasteners, any waste hauling to complete and any other associated work items.

LUMP SUM BASE BID \$ \_\_\_\_\_

Written: \_\_\_\_\_ Dollars and \_\_\_\_\_ Cents

Make of the check and gate valves: \_\_\_\_\_

ITEM NO. 2 **Lift Station No. 2:** Material and labor to replace piping and values in existing lift station. The price shall include excavating, clear stone backfill, dewatering well and pumping, spoils removed from site, hydro excavating around manholes, 304 schedule 10 stainless steel pipe and fittings, 304 stainless steel support brackets, AWWA check and gate valves, stainless steel fasteners, bypass pumping as needed and waste hauling and other associated work items.

LUMP SUM BASE BID \$ \_\_\_\_\_

Written: \_\_\_\_\_ Dollar and \_\_\_\_\_ Cents

Acknowledgement of Addendum(s)

Addendum \_\_\_\_\_ Date Issued \_\_\_\_\_

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

Authorized Signature: \_\_\_\_\_

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

Title: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_

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