



City of Tacoma, WA

**ENVIRONMENTAL SERVICES, OPERATIONS AND  
MAINTENANCE DIVISION**

**REQUEST FOR BIDS**

**DIGESTER PIPING MATERIALS - REBID  
NO. ES22-0378N**



**City of Tacoma  
Environmental Services**

**REQUEST FOR BIDS ES22-0378N  
Digester Piping Materials - Rebid**

**Submittal Deadline: 11:00 a.m., Pacific Time, Thursday, December 8, 2022**

Submittals must be received by the City's Procurement and Payables Division prior to 11:00 a.m. Pacific Time.

For electronic submittals, the City of Tacoma will designate the time of receipt recorded by our email, [sendbid@cityoftacoma.org](mailto:sendbid@cityoftacoma.org), as the official time of receipt. This clock will be used as the official time of receipt of all parts of electronic bid submittals.

**Submittal Delivery:**

**By Email:**

[sendbid@cityoftacoma.org](mailto:sendbid@cityoftacoma.org)

Maximum file size: 35 MB. Multiple emails may be sent for each submittal.

**Bid Opening:** Submittals in response to a RFB will be recorded as received by a Purchasing representative. Final results are posted to our website [www.TacomaPurchasing.org](http://www.TacomaPurchasing.org) as they come available.

**Solicitation Documents:** An electronic copy of the complete solicitation documents may be viewed and obtained by accessing the City of Tacoma Purchasing website at [www.TacomaPurchasing.org](http://www.TacomaPurchasing.org).

- [Register for the Bid Holders List](#) to receive notices of addenda, questions and answers and related updates.
- Click here to see a [list of vendors registered for this solicitation](#).

**Project Scope:** Provide materials for a Digester Piping Project

**Estimate:** \$85,000

**Paid Sick Leave:** The City of Tacoma requires all employers to provide paid sick leave as set forth in Title 18 of the Tacoma Municipal Code. For more information, visit [our Minimum Employment Standards Paid Sick Leave webpage](#).

**Americans with Disabilities Act (ADA Information:** The City of Tacoma, in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. Specification materials can be made available in an alternate format by emailing Gail Himes at [ghimes@cityoftacoma.org](mailto:ghimes@cityoftacoma.org), or by calling her collect at 253-591-5785.

**Federal Title VI Information:**

"The City of Tacoma" in accordance with provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration of award.

**Additional Information:** Requests for information regarding the specifications may be obtained by contacting Becky Lewis, Buyer by email to [rlewis4@cityoftacoma.org](mailto:rlewis4@cityoftacoma.org).

**Protest Policy:** City of Tacoma [protest policy](#), located at [www.tacomapurchasing.org](http://www.tacomapurchasing.org), specifies procedures for protests submitted prior to and after submittal deadline.




Meeting sites are accessible to persons with disabilities. Reasonable accommodations for persons with disabilities can be arranged with 48 hours advance notice by calling 253-502-8468.

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## SUBMITTAL CHECK LIST

This checklist identifies items to be included with your submittal. Any submittal received without these required items may be deemed non-responsive and not be considered for award. Submittals must be received by the City of Tacoma Purchasing Division by the date and time specified in the Request for Bids page.

<b>The following items make up your submittal package:</b>	
One electronic copy of your complete submittal package	
Signature Page (Appendix A)	
Price Proposal Form (Appendix A)	
Substitution Request Form (Appendix A)	
Content to be Submitted in Section 15 (15.1 – 15.9)	
<b>After award, the following documents will be executed:</b>	
Purchase Order	

## 1. BACKGROUND

The City of Tacoma (City) is soliciting bids for materials only for a Digester Piping Project. A purchase order will be issued to the lowest responsive and responsible bidder(s) based on price, product quality and availability.

The materials will be used by the City of Tacoma, Waste Water Treatment Plant, located at 2201 Portland Avenue, E, Tacoma WA, 98411.

Vendors may be required to submit samples of their product for evaluation prior to award. Products that fail to meet City standards or any of the specifications herein may be rejected. Should a contracted vendor fail to meet quality and/or availability requirements contained in these specifications, the City may move to terminate the contract with 10 days written notice.

**1.1** What is the project's estimate? \$85,000.00

**1.2** Is this project federally funded? No

## 2. CALENDAR OF EVENTS

This is a tentative schedule only and may be altered at the sole discretion of the City.

The anticipated schedule of events concerning this RFB is as follows:

Question Deadline:	<b>11/22/2022</b>
Approved Equivalent Deadline:	<b>11/28/2022</b>
City response to Questions:	<b>12/1/2022</b>
Submittal Due Date:	<b>12/8/2022</b>
Anticipated Award Date:	<b>12/21/2022</b>

## 3. INQUIRIES

Please submit questions in writing to Becky Lewis via email to [rlewis4@cityoftacoma.org](mailto:rlewis4@cityoftacoma.org). The subject line for emails must read as follows:

ES22-0378N – Digester Piping Materials - Rebid – VENDOR NAME

**3.1** Questions are due no later than 3:00 PM on the date indicated in the Calendar of Events.

**3.2** Questions marked confidential will not be answered or included.

**3.3** The City reserves the discretion to group similar questions to provide a single answer or not to respond when the requested information is confidential.

**3.4** The answers are not typically considered an addendum.

**3.5** The City will not be responsible for unsuccessful submittal of questions.

- 3.6** Written answers to questions will be posted in the event approximately one week after the question deadline.
- 3.7** Questions are due by 3 p.m. on the date given in the Calendar of Events above.
- 3.8** No pre-proposal meeting will be held; however, questions and request for clarifications of the specifications may be submitted as stated in the [inquiries](#) section.

#### **4. DISCLAIMER**

The City is not liable for any costs incurred by the Respondent for the preparation of materials, or a proposal submitted in response to this RFB, for conducting any presentations to the City, or any other activities related to responding to this RFB, or to any subsequent requirements of the contract negotiation process.

#### **5. DELIVERY**

- 5.1** Delivery shall be to the City of Tacoma, Waste Water Treatment Plant, 2201 Portland Avenue E, BLDG O, Tacoma, WA, 98421.  
**Each vendor will be required to submit a delivery timeline they can commit to.** Purchase order delivery dates will reflect this timeline. In the event a purchase order deliver date is not met, the City reserves the right to purchase these products elsewhere if they are in a time constraint. If constant late deliveries occur, the City may terminate the contract.
- 5.2** Hours of operation shall be Monday through Friday, 7:30 a.m. to 2:00 p.m., excluding legal holidays, as referred to in the Standard Terms and Conditions or as otherwise approved by the City.

#### **6. RESPONSIVENESS**

Bid submittals must provide ninety (90) days for acceptance by City from the due date for receipt of submittals. All submittals will be reviewed by the City to determine compliance with the requirements and instructions specified in this RFB. The Respondent is specifically notified that failure to comply with any part of this RFB may result in rejection of the submittal as non-responsive. The City reserves the right, in its sole discretion, to waive irregularities deemed immaterial. The City also reserves the right to not award a contract or to issue subsequent RFB's

#### **7. AWARD**

Award will be made to the lowest responsive, responsible bidder. All bidders shall provide unit or lump sum pricing for each line item. Each line item will be added up for a subtotal price. The subtotal price will be compared amongst each bidder, including any payment discount terms offered twenty (20) days or more. The City may also take into consideration all other criteria for determining award, including evaluation factors set forth in Municipal Code Section 1.06.262.

All other elements or factors, whether or not specifically provided for in this specification, which would affect the final cost to and the benefits to be derived by the City will be considered in determining the award of the contract. The final award decision will be based on the best interests of the City.

The City reserves the right to let the contract to the lowest responsible bidder whose bid will be the most advantageous to the City, price and any other factors considered. In evaluating the proposals, the City may also consider any or all of the following:

1. Compliance with specification.
2. Proposal prices, listed separately if requested, as well as a lump sum total
3. Time of completion/delivery.
4. Warranty terms.
5. Bidder's responsibility based on, but not limited to:
  - a) Ability, capacity, organization, technical qualifications, and skill to perform the contract or provide the services required.
  - b) References, judgment, experience, efficiency, and stability.
  - c) Whether the contract can be performed within the time specified.
  - d) Quality of performance of previous contracts or services

## **8. STANDARD TERMS AND CONDITIONS**

City of Tacoma [Standard Terms and Conditions](#) apply.

## **9. INSPECTION**

All goods are subject to final inspection and acceptance by the City. If any inspection fails, the vendor shall be required to make arrangements to exchange the goods at their own expense and replace it in a timely manner acceptable to the City.

Material failing to meet the requirements of this contract will be held at Vendor's risk and may be returned to Vendor. If so returned, the cost of transportation, unpacking, inspection, repackaging, reshipping, or other like expenses are the responsibility of the Vendor.

## **10. APPROVED ITEM EQUIVALENT**

A specific manufacturer for some line items has been listed in the pricing proposal sheet, for those line items which do not list a specific manufacturer, bidders may choose the manufacture of their choice. For the line items that list a specific manufacture *no substitutes* will be accepted.

## **11. COMPLIANCE WITH SPECIFICATIONS**

No product sold to the City of Tacoma, shall be altered in any way to meet the spec. All products shall be new and unused. Any product that does not comply with any part of these pricing proposal sheet shall be rejected and the vendor shall, at its own expense, including shipping, replace the item.

## **12. MATERIALS AND WORKMANSHIP**

The successful bidder shall be required to furnish all materials necessary to perform contractual requirements. Materials and workmanship for this contract shall conform to all codes, regulations and requirements for such specifications contained herein and the normal uses for which intended. Material shall be manufactured in accordance with the best commercial practices and standards for this type of goods. All literature and products must be packaged and labeled to sell in the United States.

## **13. DAMAGED GOODS**

The vendor shall replace any orders that are damaged in transit. They will be notified by the City, and they must arrange to have damaged orders picked up within 48 hours' notice (excluding weekends and holidays). Vendor will pay all expenses incurred to ship damaged goods back to manufacturer or their own warehouse.

## **14. PRODUCT DISCONTINUED**

During the contract term, if the supplier discontinues carrying any of the contracted items, they must notify the City and the Purchasing office within 30 calendar days. The City reserves the right to seek other suppliers to supply those items or purchase directly from the manufacturer or their designated distributor until the contract term ends.

## **15. CONTENT TO BE SUBMITTED**

**15.1** Signature Page

**15.2** Price Proposal

**15.3** The City cannot legally accept a substantial deviation from the Specification. Bids/Proposals containing any substantial deviation may be rejected as non-responsive. It is agreed that you will perform according to the highest standard indicated.

**15.4** Prices shall be quoted F.O.B. Destination, freight prepaid and allowed.

**15.5** State your proposed delivery time, in calendar days, following receipt of a purchase order and all subsequent purchase orders during the term of the Contract

**15.6** Does your company provide a Prompt Payment Discount?: Yes/No

**15.7** Specify the Prompt Payment Discount percentage. Payment discount periods of twenty (20) calendar days or more will be considered in determining lowest responsible bid

**15.8** Does your company accept a procurement card?: Yes/No

**15.9** Provide a statement regarding your ability to meet the City's credit card requirements (below) as well as identifying your reporting capabilities (Level I, II, or III). This information is not a consideration in the evaluation process.



## **16. EQUITY IN CONTRACTING**

The City of Tacoma is committed to encouraging firms certified through the [Washington State Office of Minority and Women's Business Enterprise](#) to participate in City contracting opportunities. [See the TMC 1.07 Equity in Contracting Policy at the City's Equity in Contracting Program website.](#)

## **17. PROPRIETARY OR CONFIDENTIAL INFORMATION**

The Washington State Public Disclosure Act ([RCW 42.56 et seq.](#)) requires public agencies in Washington make public records available for inspection and copying unless they fall within the specified exemptions contained in the Act, or are otherwise privileged. Documents submitted under this RFB shall be considered public records and, with limited exceptions, will be made available for inspection and copying by the public.

Information that is confidential or proprietary must be clearly marked. Further, an index must be provided indicating the affected page number(s) and location(s) of all such identified material. Information not included in said index will not be reviewed for confidentiality or as proprietary before release.

**APPENDIX A**

**SUBMITTAL FORMS**

**Signature Page**

**Price Proposal Form Substitution Request Form**

**Content to be Submitted in Section 15 (15.1-15.9)**

## SIGNATURE PAGE

### **CITY OF TACOMA ENVIRONMENTAL SERVICES**

All submittals must be in ink or typewritten, executed by a duly authorized officer or representative of the bidding/proposing entity, and received and time stamped as directed in the **Request for Bids page near the beginning of the specification**. If the bidder/proposer is a subsidiary or doing business on behalf of another entity, so state, and provide the firm name under which business is hereby transacted.

#### **REQUEST FOR BIDS SPECIFICATION NO. ES22-0378N Digester Piping Materials - Rebid**

The undersigned bidder/proposer hereby agrees to execute the proposed contract and furnish all materials, labor, tools, equipment and all other facilities and services in accordance with these specifications.

The bidder/proposer agrees, by submitting a bid/proposal under these specifications, that in the event any litigation should arise concerning the submission of bids/proposals or the award of contract under this specification, Request for Bids, Request for Proposals or Request for Qualifications, the venue of such action or litigation shall be in the Superior Court of the State of Washington, in and for the County of Pierce.

#### **Non-Collusion Declaration**

*The undersigned bidder/proposer hereby certifies under penalty of perjury that this bid/proposal is genuine and not a sham or collusive bid/proposal, or made in the interests or on behalf of any person or entity not herein named; and that said bidder/proposer has not directly or indirectly induced or solicited any contractor or supplier on the above work to put in a sham bid/proposal or any person or entity to refrain from submitting a bid/proposal; and that said bidder/proposer has not, in any manner, sought by collusion to secure to itself an advantage over any other contractor(s) or person(s).*

\_\_\_\_\_  
Bidder/Proposer's Registered Name

\_\_\_\_\_  
Signature of Person Authorized to Enter      Date  
into Contracts for Bidder/Proposer

\_\_\_\_\_  
Address

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
(Area Code) Telephone Number / Fax Number

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
State Business License Number  
in WA, also known as UBI (Unified Business Identifier) Number

\_\_\_\_\_  
E.I.No. / Federal Social Security Number Used on Quarterly  
Federal Tax Return, U.S. Treasury Dept. Form 941

\_\_\_\_\_  
State Contractor's License Number  
(See Ch. 18.27, R.C.W.)

\_\_\_\_\_  
E-Mail Address for Communications

Addendum acknowledgement #1\_\_\_\_\_ #2\_\_\_\_\_ #3\_\_\_\_\_ #4\_\_\_\_\_ #5\_\_\_\_\_

***THIS PAGE MUST BE SIGNED AND RETURNED WITH SUBMITTAL.***

**PRICE PROPOSAL  
SPECIFICATION NO. ES22-0378N**

Bidder agrees to furnish the following to the City of Tacoma, Waste Water Treatment Plant, 2201 Portland Avenue E, BLDG O, Tacoma, WA, 98421. FOB Destination, Freight Prepaid and Allowed.

Bidder: \_\_\_\_\_

<b>**NO PRODUCT SOLD TO THE CITY OF TACOMA, SHALL BE ALTERED IN ANY WAY TO MEET THE SPEC**</b>						
<b>Name</b>	<b>Description</b>	<b>Quantity</b>	<b>UoM</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Mfr Name</b>
<b>Line Item 1</b>	8" TYTON JOINT DIP CL53 18' NOM LENGTHS, UNLINED INTERIOR, ASPHALTIC COATING	260	FT			
<b>Line Item 2</b>	8" flanged American ball valves (8" #4000 AMERICAN CI/TEF BALL) 8 DI 150# FLG 300# WOG BV	17	EA			American
<b>Line Item 3</b>	8" steam flanged 90 degree elbows, bare <b>NOT LINED</b> . Tyler 8 FLG 90 C110 BEND PC C110, BARE LINED, or equivalent	16	EA			
<b>Line Item 4</b>	8" 22.5 degree Ductile iron MJ (Mechanical Joint) elbows, <b>UNLINED</b>	24	EA			
<b>Line Item 5</b>	8" Victaulic Style 35-C 8 in. Grooved Ductile Iron Cross	6	EA			Victaulic
<b>Line Item 6</b>	8" steam flanged Tee <b>UNLINED</b> , Tyler C110 or equivalent	1	EA			
<b>Line Item 7</b>	8 x 5/8 in. Carbon Steel Standard U-Bolt with 4-NUTS	25	EA			
<b>Line Item 8</b>	6"x8" ductile iron Victaulic to Victaulic reducer (Style 50-C 8 x 6 in. Grooved Ductile Iron Concentric Reducer)	2	EA			Victaulic
<b>Line Item 9</b>	Victaulic Style 341 8" Flanged Adapter with M-Gasket	15	EA			Victaulic
<b>Line Item 10</b>	8" MJ (Mechanical Joint) C153 compression seals, Proselect IMJBGPX 8 in. Mechanical Joint or equivalent	55	EA			
<b>Line Item 11</b>	steam flange gaskets 8"x1/8" 150# duralon full face 8500 series or equivalent	60	EA			
<b>Line Item 12</b>	Victaulic Style 31 8" Alkyd-Phenolic Primer Grooved Coupling	10	EA			Victaulic
			<b>TOTAL</b>	<b>\$</b>	<b>\$</b>	

Do you offer Prompt Payment Discount? Yes/No \_\_\_\_\_

Specify the Prompt Payment Discount percentage. Payment discount periods of twenty (20) calendar days or more will be considered in determining lowest responsible bid \_\_\_\_\_

State your proposed delivery time in calendar days \_\_\_\_\_

Does your company accept a procurement card?: Yes/No \_\_\_\_\_

Provide a statement regarding your ability to meet the City's credit card requirements (below) as well as identifying your reporting capabilities (Level I, II, or III). \_\_\_\_\_

**SUBSTITUTION REQUEST FORM**

Specification No. \_\_\_\_\_  
Digester Piping Materials - Rebid

Prospective bidders may request the use of substitute materials below.

All requests must be submitted electronically, via e-mail to [rlewis4@cityoftacoma.org](mailto:rlewis4@cityoftacoma.org) no later than the date in the Calendar of Events box.

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Manufacturer/Model: \_\_\_\_\_

Manufacturer Contact Information

Name/Title: \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

Describe the differences between the proposed substitution and specified material:

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Please attach documentation from manufacturer that certifies the material meets all the criteria outlined in Technical Specifications of this bid specification.

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

Preparer Name/Title: \_\_\_\_\_

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

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

E-Mail: \_\_\_\_\_

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

**INTERNAL USE ONLY**

- ☐ Approved as Substitute\*
- ☐ Rejected – Material Not Acceptable
- ☐ Rejected – Inadequate Information
- ☐ Rejected – Request Received After Deadline

*\*Subject to review and approval of submittal documents*

**Remarks**

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Reviewer Name/Title: \_\_\_\_\_

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