

GENERAL CONDITIONS FOR MATERIAL PURCHASE FOR METER CHANGE OUT PROJECT AUGUST 2025

I. CONTRACT PERIOD

The period of this contract will be for a **One-Time Purchase** to be made within 90 days from the date the bid is awarded. A W-9 and E-verify will be required before the bid is awarded. We request that you submit a completed W-9 and E-verify documentation with your bid packet. If you do not include the W-9 and E-Verify with your bid and your bid is to be awarded, Shelby County Water Services will contact you by the email provided in your bid packet and request the completed W-9 and E-Verify be submitted within 3 business days.

Steps to provide your E-Verify

- a. If you **do not have any physical employees in the State of Alabama**, you may submit a signed statement on letterhead in place of the E-Verify.
- b. If your company hasn't already, enroll in E-Verify at e-verify.gov
- c. If you are newly enrolling, you will have an opportunity at the end to print an MOU (Memorandum of Understanding) or check to see if your company printed and saved their MOU when they established the account. If you don't have the MOU, follow step d.
- d. You can Log into your E-verify account. Go to Company. Select Edit Company Profile. This will show your information. Print this page as proof of enrollment.

II. DELIVERY

Deliveries shall be made within seven (7) working days from the order date. The vendor shall notify Shelby County Water Services personnel (the person who ordered the product) of any problems in meeting the mandatory seven (7) working day deadline. The vendor must schedule a specific delivery day and time with personnel if the deadline is not met. Excessive failure to deliver within seven (7) working days shall be grounds for rejection of the vendor for future purchases at the sole discretion of Shelby County.

All quoted prices shall include delivery charges. Deliveries shall be made to the following location: ****PLEASE NOTE NEW ADDRESS FOR FIELD OPERATIONS OFFICE**** **Please do not send or deliver items to the old Columbiana address**

**Shelby County Field Operations Office
10927 US Highway 280
Sterrett, AL 35147**

III. BILLING

Billing and payments shall be based solely on the quantity of items received, noted on the receiving ticket, and the vendor's stated bid price. **The product shall be billed based on the signed receiving ticket for items received, and all prices shall include shipping.** Shelby County Water Services requires a Purchase Order for every order placed. Shelby County Water Services is tax-exempt.

All invoices shall be billed to: ****PLEASE NOTE NEW ADDRESS****

Shelby County Water Services
10927 US Highway 280
Sterrett, AL 35147

ap-water-landfill@shelbyal.com - preferred delivery method

IV. BID QUALIFICATIONS

All BIDDERS must submit product information with bids. Information to be submitted must show that the product proposed meets all the specifications listed in the Bid Specifications and list **ALL EXCEPTIONS** to the specifications in a separate document. Failure to submit these exceptions may be cause for disqualification.

V. METHOD OF AWARD

The award will be made to the lowest responsive bidder that meets the specifications. It is not the policy of the Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, the purpose for which it is required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder. Failure to provide a bid price for all items will result in the bid being disqualified. Successful bidders are required to provide any or all items at the unit prices offered in the bid. Unit prices shall be firm, and no increase in price shall be allowed during the ninety (90) days that the award is in effect.

BID SPECIFICATIONS

MATERIAL PURCHASE FOR METER CHANGE OUT PROJECT

- I. All brass fittings must meet the “Reduction of Lead in Drinking Water Act” of January 4, 2011 as follows:
 - a. Not containing more than 0.2% lead when used in respect to solder and flux.
 - b. Not more than a weighted average of 0.25% lead when used with respect to the wetted surfaces of pipes, pipe fittings, plumbing fittings and fixtures.
- II. All manufacturers and models listed in each group are the standard of quality for each item. “Or Equals” shall be determined by Shelby County Water Services based on the available information and any past experiences by Shelby County Water Services’ personnel. Any vendor wishing to submit “Or Equal” items must submit product information with bid. They must also list any exceptions with the listed item in a separate document.
- III. Meter Box and lid designed to support 20,000 lb. vertical loads, in accordance with ASSHTO loading process requirements, shall meet the following requirements.
 - Meter boxes shall be produced using LLD Polyethylene regrind and virgin resins in a series of laminated walls using a 3-step ROTATIONAL MOLDING process.
 - The outer wall will be formed against an aluminum mold and laminated to the porous (foamed) center wall, which shall be laminated to a smooth bright white interior wall.
 - The combined wall thickness shall be ½ inch minimum.
 - The meter box shall have an integral flat settling plate (flange) around the base, sufficient to prevent settling when installed in accordance with approved installation methods.
 - The meter box shall meet the dimensions from the product listed as the standard of quality below.
 - The meter box shall have a pipe cut out 4” in diameter.
 - The meter box lid shall be made using injection molding process.
 - The meter box lid shall be made with 100% virgin No-Break polymer for consistency in material and quality.
 - The meter box lid material density shall be 0.935 to 0.941 g/cc.
 - The meter box lid shall meet ADA slip restraint coefficient requirements.
 - The meter box lid shall have a 2” thru hole and a recess for Sensus transmitters.

The manufacturer and box type that will be standard of quality for this item is a DFW 1600-12-BODY (Box) and DFW1500-1T_63-D-LID (Lid). Approved Equals will be determined by Shelby County Water Services based on this standard of quality.

QUOTATION SHEET

Shelby County Water Services

BID: MATERIAL PURCHASE FOR METER CHANGE OUT PROJECT

August 2025

ALL PRICES QUOTED SHALL INCLUDE APPLICABLE DELIVERY FEES

THE UNDERSIGNED OFFERS THESE PRICES, TERMS, AND DELIVERY AS PER BID SPECIFICATIONS:

COMPANY NAME: _____

CONTACT (Please Print): _____

SIGNATURE: _____

COMPANY ADDRESS: _____

PHONE: _____

E-MAIL: _____

FOR BID AWARD NOTIFICATION, BILLING DISCREPANCIES, OR INVOICE ISSUES, PLEASE PROVIDE

THE BILLING MANAGER'S DIRECT CONTACT INFORMATION

BILLING MANAGER'S NAME: _____

BILLING MANAGER'S PHONE NUMBER: _____

BILLING MANAGER'S EMAIL: _____

BIDS SUBMITTED ARE FIRM AND NO CLAIMS FOR ERRORS WILL BE MADE AFTER BIDS ARE
OPENED AND SUBSEQUENTLY THEREOF.

DON'T FORGET to enclose the following with your bid.

☐ **Product Information Paperwork requested in the Bid Specifications**

☐ **Completed W-9**

☐ **E-Verify documentation**

Sworn to and subscribed before me this

the _____ day of _____, _____.

_____, Notary Public

My Commission Expires: _____

Material Purchase for Meter Change Out Project

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Bid Item#	Bid Item Description	QUANTITY	MAKE OR MANUFACTURER	MODEL #	PRICE EACH DELIVERED, \$	EXTENDED TOTAL, \$
1	DFW 1600-12-BODY or Equal Black Rectangular Meter Box with •DFW1500-1T_63D-LID	1,000				
2	24" x 36" Rectangular Meter Box Polyplastic or Equivalent with cast iron, hinged reader lid NDS - 126BCDMCIFB or Equal	10				
3	Meter Box Lid for 12" x 18" Meter Box (Lid Only) NDS-D1200-DICIRLID or Equal	200				
4	Meter Box Lid for 18" x 24" Meter Box (Lid Only) NDS-D1500-DICIRLD or Equal	200				
5	1" x 3/4" Back Flow Preventor With Meter Connector Attached Watts 710U2 or Equal	6,200				
6	1" Back Flow Preventor With Meter Connector Attached Watts 710U2 or Equal	4,400				
7	2" Dual Check Valve - Ford HFS31-777 or Equal	100				
8	3/4" Angle Curb Stops - Ford BA43-332W or Equal	20				
9	3/4" Straight Curb Stops - Ford B43-332W or Equal	80				
10	1" Angle Curb Stops - Ford BA43-444W or Equal	15				
11	1" Straight Curb Stops - Ford B43-444W or Equal	35				
12	2" Brass Curb Stop - Ford BF13-777W-NL or equal	3				

Material Purchase for Meter Change Out Project

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Bid Item#	Bid Item Description	QUANTITY	MAKE OR MANUFACTURER	MODEL #	PRICE EACH DELIVERED, \$	EXTENDED TOTAL, \$
13	3/4" High Pressure Regulator (75-125psi) Watts 25AUB-HP or Equal	100				
14	1" High Pressure Regulator (75-125psi) Watts 25AUB-HP or Equal	100				
15	2" High Pressure Regulator (75-125psi) Watts 25AUB-HP or Equal	5				
16	3/4" x 2" Brass Nipple - Trenton or Equal	500				
17	3/4" x 3" Brass Nipple - Trenton or Equal	100				
18	3/4" x Close Brass Nipple - Trenton or Equal	500				
19	3/4" Brass Coupling - Iron Pipe Threads - Merit or Equal	100				
20	3/4" Brass Meter Coupling, Ford C38-23-2.5 or Equal	100				
21	1" Brass Meter Coupling, Ford C38-44-2.625 or Equal	100				
22	3/4" PVC Schedule 40 Female Slip X FPT Adapter	1000				
23	3/4" x 1-1/4" Brass Bushings	50				
24	3/4" x 1" Brass Bushings	50				
25	1" x 2" Brass Nipple - Trenton or Equal	100				

Material Purchase for Meter Change Out Project

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Bid Item#	Bid Item Description	QUANTITY	MAKE OR MANUFACTURER	MODEL #	PRICE EACH DELIVERED, \$	EXTENDED TOTAL, \$
26	1" x 3/4" Brass Bushings - Merit or Equal	50				
27	1" x 5" Brass Nipple - Trenton or Equal	250				
28	1" x 6" Brass Nipple - Trenton or Equal	500				
29	1" x Close Brass Nipple - Trenton or Equal	100				
30	1" PVC Schedule 40 Female Slip X FPT Adapter	500				
31	1" Brass Coupling - Iron Pipe Threads - Merit or Equal	100				
					TOTAL	