Instructions

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Specifications

for

2027 Annual Warehouse Material Bid

Bid Number 2026-007

Hardin County Water District No. 2
Elizabethtown, Kentucky

November 9, 2026

10:00am Eastern Standard Time

Steve Weaver, Inventory Clerk
270-737-1056 ext. 251 • inventory@hcwd2.org

Information to Bidders

1. ACCEPTANCE OF BIDS

Hardin County Water District No. 2 (the District) reserves the right to accept the bid deemed lowest and best evaluated as determined by the District's Board of Commissioners. The District reserves the right to waive any informalities or minor defects in a bid or to reject any or all bids.

2. SUBMITTING BIDS

A. The bid must be received by the District at 1951 West Park Road, Elizabethtown, Kentucky on Monday, November 9, 2026, by 10:00 am local time. Any bid received after the specified time shall be disqualified.

B. Each bid must be in a sealed envelope and have typed on the envelope, SEALED BID – ANNUAL MATERIALS, with the opening date and time. The District assumes no responsibility for the premature opening of or failure to open bids not properly addressed or identified.

C. An authorized representative may withdraw their bid at any time up to the opening time of the bid, but no bid may be withdrawn once the opening process has started.

D. The District will not be responsible for errors or omissions on the part of bidders in making up their bids. All bids must be signed by an authorized representative and any bid received unsigned will be rejected.

E. All bids must be submitted under the specifications listed. The bidder must note any exceptions to the specification on the Bid Form, otherwise, it is assumed that the bid complies, in all respects, with the listed specifications.

F. Bids must be completed and preferred typewritten or in ink. Failure to do so will result in the rejection of the bid.

G. Because this packet contains the terms, conditions, and specifications for the bid, the entire packet must be returned. An authorized agent must initial at the bottom of each page acknowledging that they have read the entire page.

H. All prices quoted shall be on a delivery prepaid basis to the District's Customer Service & Operations Facility located at 1951 West Park Road, Elizabethtown, KY 42701.

I. Bidders are invited to attend the public bid opening and to review the complete bid files after the bids have been opened. A bid tabulation showing all vendors' prices will be made available upon request.

J. If a bidder is not bidding on an item or items, that fact must be clearly stated by placing "NO BID" on the bid form under the price column next to the item(s) not bid.

K. Do not add or include Kentucky sales and/or use tax. The District will furnish the necessary exemption certificate, upon request.

L. The District shall make payment within forty-five days after receiving an invoice for delivered materials.

M. The District intends to award the bid on a per-item basis. The District reserves the right, however, to lump items together if determined to be more beneficial to the District.

3. ADDENDA TO SPECIFICATIONS

The District reserves the right to issue addenda(s) to modify the documents referred herein at any time before the day and time set for the opening. However, no interpretation of the meaning of the plans, specifications, or other pre-bid documents will be made to any bidder orally. Every request for such interpretation should be in writing addressed to Hardin County Water District No. 2 and to be given consideration must be received at least five days before the date fixed for the opening of bids. All such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be mailed by certified mail with return receipt requested to all prospective bidders (at the respective addresses furnished for such purposes), not later than three days before the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his/her bid as submitted. All addenda so issued shall become part of the contract documents.

4. QUALIFICATIONS OF BIDDERS AND MATERIALS

The bidder may be required to show to the complete satisfaction of the District that it has the necessary resources, facilities, and ability to provide the services specified. The bidder may also be required to give a history and references to satisfy the District regarding the bidder's qualifications. Should the bidder be deemed unsatisfactory the bid will be rejected.

5. **TERMS OF CONTRACT**

The terms of the contract shall be for a period of one (1) year, from Jan. 1, 2027, through Dec. 31, 2027, unless terminated, canceled, or extended by mutual agreement.

6. **TERMINATION OF CONTRACT**

This contract may be terminated in whole or in part at any time by the District, with or without cause, by giving at least thirty days advance written notice to the bidder. The District allows the bidder to do the same.

7. **ADDITIONAL ORDER**

Procurement is subject to regulations contained in 40 CFR Part 31.36 or with DOW Procurement Guidance, except for the Davis Bacon Act. NOTE: the Davis-Bacon Act does not apply to this grant. The attention of bidders is particularly called to the requirements as to compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246, "Equal Employment Opportunity" as amended which prohibits discrimination in employment regarding race, creed, color, sex, or national origin, Copeland "Anti-Kickback Act, Contract Work Hours and Safety Standards Act, 40 CFR Part 31.36 L(3,4&6), Byrd Anti-Lobbying Amendment and Debarment and Suspension (E.O. 12549 & 12689) and. Bidder will make positive efforts to utilize Minority Business Enterprises, Women's Business Enterprises, and/or Disabled Business Enterprises Contractor/Subcontractor will comply with 41 CFR 60-4, regarding affirmative action.

Specification and Special Instructions

1. **SPECIFICATIONS**

Listed below is a list of specific specifications that must be followed:

A. The bidder in calculating the unit price must include any discounts and delivery fees or surcharges. The unit price on each bid item must be net.

B. Bidder must include the Brand, Lead Time, and Price of the item.

C. All materials purchased from and delivered by the bidder must be the type and brand name specified on the attached Bid Form unless otherwise agreed upon by the District.

D. All materials delivered by the bidder must be new and cannot be "second" quality or a "factory reject." The District will not accept any materials previously delivered to another customer and returned to the vendor for any reason.

E. If delivered materials are found to be defective or do not meet quality standards, the District reserves the right to refuse the delivery and purchase the item(s) from another source.

F. Delivery shall be made to the District within a timely manner after the order has been placed. If the vendor does not make delivery within the specified time range, the District reserves the right to cancel the order and purchase the items from another bidder.

G. Deliveries must be between the hours of 8:00 a.m. to 3:00 p.m. during normal days of the District's operation. Delivery times outside of these hours must be prearranged by the vendor and the District.

H. Bid awardees are encouraged to maintain stock of the highly used or long lead time items. Availability of items could be a determining factor for future orders and/or bid awards.

I. All valves must be bid without accessory packs, accessory packs are a separate bid item.

J. The District will only accept Kennedy, Mueller, American Flow, Clow, and M & H, for bidding purposes of the gate and/or tapping valves.

K. All materials must meet AWWA and/or the District's specifications and standards.

L. The District will accept Ford Meter Box Company or Mueller for CTS couplings, setters, saddles, and other brass items. Note that brass items are "no lead".

M. A bidder may bid only Kennedy or Mueller fire hydrants. All fire hydrants are to use stainless steel bolts, the body shall be painted "National Blue", bonnet & caps shall be painted "Silver" and must be 3-way with 6" shoe and 5-1/4" valve opening. Hydrants must comply with the "low lead" rule from the EPA.

N. Meters shall be Kamstrup or Sensus and shall have a touch coil compatible with the Sensus SmartPoint® 520M/525M Module.

O. Meters shall be programmed with a 1-gallon multiplier for all meter sizes.

P. All meters shall be factory tested for accuracy. All meters shall meet accuracy requirements in accordance with AWWA M6, Water Meters and 807 KAR 5:066. Water.

Q. Vendors must note the O.D. ranges and the type of pipe covered in those ranges on all their tapping sleeves and repair clamps.

R. **Preference will be given to DOMESTIC construction material.**

2. SPECIAL INSTRUCTIONS

Listed below is a list of specific instructions that should be followed:

A. Bidders shall fill out the accompanying Excel workbook "2027 Annual Material Bid" for all items they are bidding.

B. The workbook includes and is broken down into thirteen worksheets. There are eleven worksheets categorized by material type, a master list for material bid items and a signature page:

- Accessory Kits & Gaskets
- Couplings
- Fire Hydrant Material
- Flanged Material
- Meters, Meter Boxes & MXU's
- Repair Material
- Restraints
- Saddles
- Tubing
- Valve Box Material
- Valves
- Material Bid Items
- Signature Page

C. Bidders shall list the Manufacturer, Part Number and Unit Price (net) for all material items listed. If a part number is predefined on any worksheet, confirm the part number, and correct if necessary.

D. If a bidder is not bidding on an item or items, that fact must be clearly stated by placing "NO BID" on the bid form under the price column next to the item(s) not bid.

E. After all material category worksheets and the signature page have been filled out, the bidder shall print out the Material Bid Items and Signature Page worksheets. The bidder must acknowledge each printed sheet by initialing each page at the bottom-right corner. The signature page must be signed in handwriting.

F. Alternatively, the bidder may print out the blank Material Bid Items and Signature Page worksheets to handwrite their submissions.

G. The bidder shall submit all printed documents as defined under Information to Bidders, Section 2: Submitting Bids.

HARDIN COUNTY WATER DISTRICT NO. 2
INVITATION TO BID

BY ORDER OF THE COMMISSIONERS

BID NUMBER 2026-007

HARDIN COUNTY WATER DISTRICT NO. 2 (the "District") will receive sealed bids on warehouse materials at the District office, located at 1951 West Park Road/P.O. Box 970, Elizabethtown, Kentucky 42702, until 10:00 a.m. local time on Monday, November 9th, 2026.

Bidders must comply with the Copeland "Anti-Kickback" Act, Davis-Bacon Act, Sections 103 and 107 of the Contract Work Hours and Safety Standards Act, requirements issued under section 306 of the Clean Air Act, Executive Order 11738, Executive Order Nos. 11246 and 11375, which prohibit discrimination in employment regarding race, creed, color, sex or national origin, Title VI of the Civil Rights Act of 1964, Section 3 Segregated Facilities, Section 109 and the Contract Work Hours Standard Act. Prevailing Federal and State wage rates are to be paid, if applicable. Minority firms are particularly encouraged to participate. In accordance with section 215 of the Clean Water Act and EPA regulations, the bidder shall agree that preference will be given to domestic construction materials.

For more information and specifications contact Steve Weaver at (270) 737-1056 ext. 251 or visit our website at www.hcwd2.org/bid-documents. Bids will be awarded to the lowest and best-evaluated bidder as determined by the District's Board of Commissioners, and further provided, that any or all bids may be rejected for any reason.