

# **INVITATION TO BID**

**HOPKINSVILLE SOLID WASTE AUTHORITY**

**HSWE TRANSFER STATION FLOOR  
RESURFACING/REINFORCEMENT PROJECT  
BID NUMBER SW-2021-002**

**CITY OF HOPKINSVILLE PROCUREMENT OFFICE**

P.O. Box 707 • Hopkinsville, Kentucky 42241-0707  
715 South Virginia Street • Hopkinsville, Kentucky 42240  
Phone: 270-890-0247  
[www.hopkinsvilleky.us](http://www.hopkinsvilleky.us)

BID DOCUMENTS ENCLOSED

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**IMPORTANT: PLEASE ADVISE THE PROCUREMENT OFFICE IMMEDIATELY  
IN THE EVENT ANY OF THE ABOVE DOCUMENTS ARE NOT  
ENCLOSED.**

## ***INVITATION TO BID***

### **HOPKINSVILLE SOLID WASTE ENTERPRISE**

City of Hopkinsville Procurement Office  
715 South Virginia Street  
Hopkinsville, KY 42240

The City of Hopkinsville will be accepting Sealed Bids for the following:

**HSWE Transfer Station Floor Resurfacing/Reinforcement Project  
Bid Number SW-2021-002**

**MANDATORY Pre-Bid meeting Monday, November 8, 2021 at 10:00 a.m. (CST) at  
the Hopkinsville Solid Waste Enterprise (HSWE) Office located at  
5665 Mt. Zoar-Latham Road, Hopkinsville, KY 42240**

Bids will be received by the Procurement Office until **3:00 p.m. (CST) on Monday, November 29, 2021**, at which time bids will be opened and read aloud publicly at the Hopkinsville Solid Waste Enterprise Office at the above address. Bids may be brought to the bid opening or mailed to the City of Hopkinsville, ATTN: Procurement Office, P.O. Box 707, Hopkinsville, KY 42241-0707 or hand-delivered to the City of Hopkinsville, ATTN: Procurement Office, 715 South Virginia Street, Hopkinsville, Kentucky 42240, allowing sufficient time for such mailing or hand-delivery to reach this address prior to the scheduled closing time for receipt of bids.

The following pages contain the Invitation to Bid, General Conditions, Specifications and Detailed Specifications.

***HOPKINSVILLE SOLID WASTE ENTERPRISE RESERVES THE RIGHT TO REJECT  
ANY AND ALL BIDS NOT PREPARED AND SUBMITTED IN ACCORDANCE  
WITH THE PROVISIONS OF THIS ADVERTISEMENT AND/OR THE  
SPECIFICATIONS LISTED IN THE BID PACKET***

## GENERAL CONDITIONS

**1. INSTRUCTIONS, SPECIFICATIONS, AND FORMS:** Instructions, specifications, and forms may be obtained by contacting the City of Hopkinsville Procurement Office or on the City of Hopkinsville's website ([www.hopkinsvilleky.us](http://www.hopkinsvilleky.us)).

- (a) All bids are to be submitted on and in accordance with the attached Bid Form. The form must be signed and dated in the appropriate space.
- (b) Each bid must be submitted in a sealed envelope and clearly and prominently marked on the outside of the envelope with the following:

**“SEALED BID – HSWE TRANSFER STATION FLOOR  
RESURFACING/REINFORCEMENT PROJECT  
BID NUMBER SW-2021-002”**

If forwarded by mail, the sealed envelope containing the sealed bid must be enclosed in another envelope marked **“SEALED BID – HSWE TRANSFER STATION FLOOR RESURFACING/REINFORCEMENT PROJECT, BID NUMBER SW-2021-002”** and mailed to City of Hopkinsville, ATTN: Procurement Office, P.O. Box 707, Hopkinsville, Kentucky, 42241-0707, allowing sufficient time for such mailing to reach the address prior to the scheduled closing time for receipt of bids.

- (c) Additional information or clarifications of any of the instructions or information contained herein may be obtained by contacting the Procurement Office at 270-890-0247.
- (d) Any bidder or bidders finding any discrepancy in or omission from the specification, in doubt as to their meaning, or believing that the specifications are discriminatory, shall notify the City Procurement Office in writing within five (5) days of the scheduled opening of the bids. Exceptions as taken in no way obligates Hopkinsville Solid Waste Enterprise (HSWE) to change the specifications, the City Procurement Office will notify all bidders in writing, of any interpretations made regarding specifications or instructions.
- (e) HSWE will assume no responsibility for oral instructions or suggestions. All official correspondence in regard to the specifications should be directed to and will be issued by the City Procurement Office.

- (f) Any bidder may withdraw his bid either in person or in writing at any time prior to the scheduled time for closing the receipt for bids. Withdrawals after the scheduled time for closing the receipt of bids will not be permitted.

## **2. AWARD OF CONTRACTS**

- (a) All bids will be judged on the basis of best buy to HSWE and compliance with the General Conditions and conformance with the specifications. HSWE reserves the right to reject any and all bids.
- (b) Any other considerations or basis for judgment will be stated in the specifications.
- (c) The HSWE General Manager reserves the right to award contracts or place orders to a single source or divide awards and orders or enact such combination as shall, in his judgment, be in the best interest of HSWE.

## **3. DELIVERY**

- (a) All items connected with this construction shall be delivered F.O.B. destination and delivery costs and charges included in the bid.

## **4. COMPETITION**

In order to assure fair competition and to permit determination of the best bid:

- (a) The name of any manufacturer, trade name, manufacturer, or vendor catalog number mentioned in the specifications or Bid Form is to designate a standard of quality and type and for no other reason.
- (b) Bids which show any omission, irregularity, alteration of forms, additions not called for, conditional or unconditional unresponsive bids, or bids obviously unbalanced may be rejected.
- (c) All bids must be accompanied by such descriptive literature and documents as may be called for in the Specifications or Bid Form.

- (d) Specifications provided are based on HSWE needs and uses, estimated costs of operation and maintenance, and other significant and/or limiting factors to meet HSWE requirements and shall be consistent with HSWE policies. Minimum specifications and maximum specifications included, are not established arbitrarily to limit competition or to exclude otherwise competitive bidders.
- (e) The Detailed Specifications are used to designate a standard of quality and type and for no other reason.

## **5. DISPUTES**

In cases of disputes, as to whether or not an item or service quoted or delivered meets specifications, the decision of the HSWE General Manager and/or the City of Hopkinsville Procurement Office, or authorized representative, shall be final and binding on all parties.

## **6. EXCEPTIONS**

The submission of a bid shall be considered an agreement to all the terms, conditions, and specifications provided herein and in the various bid documents, unless specifically noted otherwise in the space provided on the Bid Form.

## **7. BID BINDING**

Unless otherwise specified, all formal bids submitted shall be irrevocable for sixty (60) calendar days.

## **8. UNIT PRICING**

Unless clearly shown on the Bid Form that it is the intent of the bidder that a reduced total price is being offered on the basis of receiving an award of all items covered by the total, any totals should be the actual sum of the extension of unit price(s), extended price(s), and/or total price(s), unit prices will govern and the bid will be recalculated accordingly.

**9. DELIVERY TIME**

The bidder is to indicate on the Bid Form the approximate completion time, weather permitting, from date of signing contract.

**10. WARRANTY**

The Transfer Station floor furnished in accordance with these specifications, shall be guaranteed free from defect in workmanship and materials.

**11. DETERMINATION OF AWARD**

Price.....	50
Conformance with Minimum Specifications.....	45
Local Vendor.....	05
<b>TOTAL</b>	<b>100</b>

### **GENERAL SPECIFICATIONS**

1. The work described herein shall consist of cleaning the 97' x 92' concrete floor in the Transfer Station so a new concrete floor will adhere over the current floor and pouring a new six inch (6") reinforced concrete pad over the current floor, pinning to the existing slab, and installing wire mesh and/or re-barb in accordance with construction standards and local, state, and federal codes. The cleaning and concrete work must be completed within three days with two of those days being the weekend (Saturday and Sunday). The Bid should also include the cure time for the new concrete pad. A minimum 4,000 PSI concrete must be used.
2. Building Permits and Site Review Fees are to be paid by the Contractor.
3. Proof of Workers' Compensation Insurance that meet the requirements of the state of Kentucky and proof of \$1,000,000 of General Liability Insurance are to be included with the Bid.
4. All materials furnished under this contract shall be of good quality and workmanship.
5. All work shall comply with local, state, and federal standards and specifications.
6. All related materials furnished by the successful bidder shall be delivered to and erected or assembled at the site specified. The contractor shall be responsible for the safe unloading and storage of all materials.
7. Major exceptions to these specifications or failure to submit requested information may be considered cause for rejection of the bid.



**DETAILED SPECIFICATIONS**

The following are minimum specifications desired by HSWE.

**BIDDER SPECIFICATIONS**

Bidder is requested to indicate either by writing “Comply” or “Exception” whether his/her product meets the minimum specifications as listed. If “Exception” is written, please indicate in the space provided the deviation.

**SUMMARY OF WORK, GUARANTEE AND CONTRACTOR EXPERIENCE**

1. The contractor shall furnish all labor, material, equipment, and supervision for cleaning the 97' x 92' concrete floor in the Transfer Station so a new concrete floor will adhere over the current floor and pouring a new six inch (6") reinforced concrete pad over the current floor, pinning to the existing slab, and installing wire mesh and/or re-barb in accordance with construction standards and local, state, and federal codes. A minimum of 4,000 PSI concrete must be used. The cleaning and concrete work must be completed within three days with two of those days being the weekend (Saturday and Sunday). The Bid should also include the cure time for the new concrete pad.  

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2. The contractor shall provide a one (1) year guarantee on the concrete pad.  

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3. The Contractor shall have a minimum experience of completing at least three (3) similar Projects. Contractor shall include name, address, and telephone numbers of other owners of the same or similar projects completed by his/her company.  

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**DESIGN AND MATERIAL REQUIREMENTS**

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## **ACKNOWLEDGEMENT OF RECEIPT OF BID PACKET**

### **HSWE Transfer Station Floor Resurfacing/Reinforcement Project Bid Number SW-2021-002**

I hereby acknowledge receipt of the Bid Packet for the HSWE Transfer Station Floor Resurfacing/Reinforcement Project, Bid Number SW-2021-002. My company intends to bid on or before 3:00 p.m. (CST) on Monday, November 29, 2021 on the project as specified in the packet received.

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**COMPANY NAME**

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**COMPANY AUTHORIZED SIGNATURE**

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**PRINT NAME**

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**ADDRESS**

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**ADDRESS**

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**PHONE NUMBER**

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**DATE**

## BID FORM

### DESCRIPTION

### BIDDER DESCRIPTION COST

Cleaning the current 97' x 92' Concrete Floor in the Transfer Station

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Pour a new Six Inch (6") reinforced Concrete Pad (minimum 4,000 PSI concrete must be used) over the current floor, pinning to existing slab, and installing wire mesh and/or re-barb in accordance with construction standards and local, state, and federal codes

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Completion Time for Entire Project

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### **TOTAL COST**

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I, the undersigned, do hereby certify that I am a duly authorized representative of \_\_\_\_\_ (company name) and I have carefully examined the Instructions, Specifications, and Bid Form and agree to all terms and conditions as set forth in them.

\_\_\_\_\_  
**COMPANY NAME**

\_\_\_\_\_  
**COMPANY AUTHORIZED SIGNATURE**

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**PHONE NUMBER**

\_\_\_\_\_  
**ADDRESS**

\_\_\_\_\_  
**DATE**

Acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
NOTARY PUBLIC ID#: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_