

**INVITATION FOR BID
November 14, 2025**

INVITATION FOR BID NUMBER	IFB 25-059	
NAME OF BID	Annual Contract for Submersible Pump Repair	
BIDS WILL BE RECEIVED AT	MAWSS Bid Box Donaghey Business Entrance 4725 Moffett Road Mobile, AL 36618	If sending bids by UPS/Fed Ex, deliver to the Warehouse: 1610 Shelton Beach Rd. Ext., Mobile, AL 36618
MANDATORY PRE-BID MEETING	December 2, 2025 at 10:00 am in the MAWSS Operations Center Board Room	
BID OPENING DATE	December 12, 2025	
BID CLOSING TIME	10:30 am Central Time	
AWARD WILL BE MADE BY	Total Cost	
CONTRACT PERIOD	1/1/26 through 12/31/26 with two 1-year extension options	
MATERIAL PICK-UP AND DELIVERY TO	MAWSS Lift Station Facility 1610 Shelton Beach Road Ext or MAWSS treatment plant sites Mobile, AL 36618	
ADDITIONAL INFORMATION CONTACT	Lane Cook (256) 520-0856 lane.cook@jacobs.com David Stejskal (251) 591-9248 david.stejskal@jacobs.com	
APPLICABLE SDP POLICY	17-01	

Sealed bids must be in the Purchasing Department no later than the time specified in order to be considered. Submissions received after the deadline will not be considered. Envelopes must bear the name of the supplier, company address and the words "IFB 25-059 Submersible Pump Repair" or "IFB 25-059 Submersible Pump Repair NO QUOTE." Facsimile or email bids will not be accepted.

All bids must be submitted on the attached forms or your bid will be disqualified. Bidder shall furnish all the information required by the solicitation. The bidder's name must be typed or printed on the bid sheet and signed by the bidder or appropriately authorized executive officer of the bidder's company. Bidders must initial any changes or erasures. Bidders should retain a copy of bids for their records.

Bidders shall acknowledge receipt of all addenda to this solicitation by signing and returning each addendum or by identifying the addendum number and the date on the bid form. Failure to acknowledge receipt of any addendum by a bidder will result in rejection of the bid if MAWSS determines that the addendum contains information that materially changes the requirements.

All bids shall be quoted FOB Destination, freight prepaid with no additional charges. Unless otherwise specified in the bid, all prices will be on a firm-fixed price basis and are not subject to adjustments based on costs incurred. MAWSS reserves the right to reject any or all bids submitted, to waive any informality in any bid or in the bid process, or to terminate the bid process at any time, if deemed by MAWSS to be in MAWSS's best interest.

A Purchase Order and this "Invitation for Bid" with "Specifications," "Conditions," "Bid Form," signed by the successful bidder's authorized representative, and all attached drawings and other documents furnished by MAWSS to the bidders with the Invitation for Bid in order to illustrate the contract requirements, will constitute a contract for the goods and/or services to be purchased.


Joyce Sawyer, Buyer II
Board of Water and Sewer Commissioners

IFB 25-059 SUBMERSIBLE PUMP REPAIR CONDITIONS

The Board of Water and Sewer Commissioners of the City of Mobile will accept bids for **Submersible Pump Repair** in our Purchasing Department Bid Box located in the Business Entrance at 4725 Moffett Road, Mobile, AL. 36618 **no later than 10:30 a.m. local time on December 12, 2025**. Bids will be opened immediately after bid closing time in the Operations Center Board room located at the Customer Service entrance. Award will be by Total Cost. The bidder offers and agrees, if this bid is accepted, to furnish the items as defined in the specifications for the unit price set opposite each item. Pricing shall be FOB Mobile, Alabama. All items shall be picked up and delivered to our **Lift Station Facility** or **MAWSS treatment plant sites** as needed.

A mandatory Pre-Bid meeting will be held between representatives of Contractor and representatives of MAWSS prior to the bid opening. The Pre-Bid meeting is scheduled for 10:00 am on December 2, 2025, in the **MAWSS Operations Center Board Room** located at 4725 Moffett Rd., Mobile, AL 36618 at the Customer Service entrance. Please arrive ten (minutes) early to ensure sufficient time to get signed in.

A Bid Bond in the amount of five percent (5%) of this bid, not to exceed \$1,000, is required.

All items provided shall be for commercial use and for the purposes reflected in the contract documents. No bid on closed out or discontinued item(s) will be accepted. Item(s) that have a determinable shelf life must be disclosed at the time of bid submittal. Bidder understands that his/her bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids. Bidder understands and agrees that quantities will be purchased by MAWSS on an "as needed" basis to replenish inventory. MAWSS shall not be committed to the purchase of a pre-established minimum quantity for any one item.

A bidder may not modify its bid after bid opening. Errors in the extension of unit prices stated in a bid or in multiplication, division, addition or subtraction in a bid may be corrected by the MAWSS Purchasing Buyer prior to award. In such cases, unit prices shall not be changed.

It is the responsibility of the bidder to determine prior to the bid opening whether any amendment, additions, deletions or changes of any type have been made to this Invitation for Bid, Conditions, Specifications, Bid Form or any of the other bid documents. Bid documents and any amendments made to this bid will be posted on our website at www.mawss.com.

A copy of the SDP (Supplier Diversity Program) policy that applies to this Invitation For Bid can be furnished upon request. It is the responsibility of the bidder to read and make efforts to meet the goals of this policy. Please contact the Supplier Diversity Department at supplier.diversity@mawss.com for any questions regarding this policy. **Bidders MUST acknowledge receipt of this policy by submitting the SDP Policy Acknowledgement and the Subcontracting Plan/Good Faith Effort form with the bid proposal, regardless if using a Diverse Contractor/Supplier or not.** Contractors are required to use Contractors/Suppliers only in the areas for which the Contractors/Suppliers are certified.

Reporting Requirements, if using a diverse contractor/supplier:

"The Contractor **must file a written report** with MAWSS's Supplier Diversity Office with a copy delivered to Accounting **once a month** documenting the Contractor's continuing compliance with the MAWSS Supplier Diversity Program. This report will list all Diverse Contractor/Supplier's subcontractors and supplier's currently performing work or providing supplies for the contract."

Invoicing Requirements: MAWSS is requiring additional information for all work performed and services provided. On the vendor's invoice for payment should be a detailed listing of work performed, services provided, dates completed, locations involved with maps highlighting the area, and any other pertinent information needed to verify the work and/or services were completed in accordance with the bid specs. This additional information can be supplied in the form of detailed invoices, completed work orders with photos attached, checklists, or any other documents used to track the work performed or services provided, but details must be included on the actual invoice. A copy of the invoice and these additional details must be sent to the "ADDITIONAL INFORMATION CONTACT" found on Page 1 of the bid documents, and a copy must be emailed to Accounts Payable at AcctsPayable@mawss.com.

END OF CONDITIONS

IFB 25-059 SUBMERSIBLE PUMP REPAIR SCOPE OF WORK

PURPOSE

Mobile Area Water and Sewer System (MAWSS) operates a wastewater collection system, two (2) wastewater treatment plants, two (2) water treatment plants, and a water distribution system. These operations include the utilization of various pumps, including wet pit and dry pit submersible pumps (submersible pumps). Through the course of normal operations, these pumps experience failures and must be removed from service for evaluation and repair or replacement. This bid document intends to establish an annual contract for the evaluation and repair of submersible pumps generally of size 11 HP to and including 55 HP (excluding vertical turbine pumps and motors). MAWSS usually replaces 10 HP or less pumps when they need repair. On occasion, one or more of these smaller pumps may be repaired under this contract.

This Agreement only applies to the repair of submersible pumps used by MAWSS in submerged applications. The work herein does not apply to submersible pumps used in dry pit applications. Most MAWSS' submersible pumps are used in wastewater applications.

The term "pumps" used herein shall mean only submersible pumps and include both the wet end part of the pump along with the submersible motor and associated components.

PURCHASE ORDERS

As a result of this bid, Purchase Order(s) shall be issued as needed for evaluation and repair of submersible pumps.

A master agreement with subsequent individual orders shall be used. No work shall commence until the purchase order has been approved.

QUANTITIES

The exact quantity of items to be evaluated or serviced/repared cannot be quantified. Repair orders will be used on an "as needed" basis. The quantities listed in the bid cost proposal are estimated only to provide a basis for preparing and evaluating the bid and should not be construed as representing actual quantities to be purchased. Purchase quantities may be none, partial, or more than the items/quantities listed herein.

DELIVERY

The goal of this bid is to provide a streamlined and speedy process for submersible pump repair services. The awarded bidder shall, within eight (8) working days (MAWSS holidays excluded) of being notified by MAWSS of a pump in need of repair, perform the following:

- A. Load and transport the submersible pump from the MAWSS site to their facility
- B. Assessment of the condition of the pump.
- C. An evaluation of the work necessary to repair the pump
- D. A cost estimate including the associated documents as required herein.

Repairs shall be made within ten (10) working days after receiving a Purchase Order and parts.

All pumps requiring repair shall be picked up from the MAWSS Lift Station Facility located at Shelton Beach Road or one of MAWSS's plants. Once repairs have been completed, the repaired item and all discarded parts from the repaired item shall be returned to the same location at MAWSS from which it was taken.

Emergency repairs required for urgent requests where the health or safety of the public is at risk shall be completed within forty-eight (48) hours instead of the ten (10) working days previously mentioned. Failure to communicate or respond within the time specified for emergency repairs may result in the work being performed by others and /or termination of this contract.

PRICE

Bidders shall provide bid amounts for the bid unit items listed, which include the repair of pumps and applying coatings when requested. Price shall include transportation, labor, materials, and testing as defined herein.

Note that MAWSS will furnish parts as requested by the Repair Facility and described in the Technical Specifications.

CONTRACT TERM

This initial contract term shall be for one year (12 months) commencing from the date of execution by both parties.

RENEWAL

The contract shall be renewable two additional times for a period of one year (12 months) for each renewal if agreed to by both parties. The Contract provisions and pricing must remain unchanged for the renewal periods. This would provide a maximum contract time of 3 years (36 months) from the commencement of the date of the contract award.

TERMINATION

MAWSS reserves the right to terminate this contract at the end of the initial, first, or second 12-month renewal period without reason. MAWSS reserves the right to terminate this contract at any time upon the Repair Facility's failure to comply with any provision of this Contract.

EXCLUSIVITY

Although MAWSS intends to use the Repair Facility for most of its pump repairs, MAWSS may use other repair facilities on occasion if MAWSS determines that doing so is in MAWSS's best interest.

This contract does not give the bidder exclusive rights to repair MAWSS pumps.

WARRANTY

All work, materials, and equipment furnished by the Repair Facility shall be guaranteed and warranted by the vendor/repair facility as specified in the Technical Specifications.

All materials, equipment, and workmanship furnished by the Repair Facility shall be guaranteed by the Repair Facility to meet MAWSS required standards identified herein and follow the standards set forth by the pump manufacturer.

MAWSS REPRESENTATIVE

Jacobs will serve as MAWSS representative for this contract. All formal communications including notification specified in the contract shall be sent to and received from Jacobs Project Manager Lane Cook (lane.cook@jacobs.com or 256-520-0856). If Mr. Cook is not available, David Stejskal (david.stejskal@jacobs.com or 251-591-9248) shall be the back-up contact.

IFB 25-059 SUBMERSIBLE PUMP REPAIR TECHNICAL SPECIFICATIONS

PART 1 – GENERAL

1.01 SCOPE

- A. These Specifications form a part of the Contract documents and shall govern the repair of pumps used in submerged applications at MAWSS. Repairs include the wet end (hydraulic) and motor of the submersible pumps. Successful bidder, herein after referred to as Repair Facility, shall be responsible for providing all services required for the repair, including labor, some materials, equipment, testing, pick-up, and delivery of equipment. MAWSS will acquire repair parts from parts vendors and furnish them to the Repair Facility.
- B. This repair specification intends to achieve a consistent, high-quality diagnosis and timely repair of submersible pumps. Not all repair situations can be covered in this repair specification. The repair objective is to restore the submersible pump to its original manufactured condition unless specified otherwise herein.
- C. The pumps covered by this annual contract include only the following:
 - i. Submersible pumps of sizes 11 HP up to 55 HP used at MAWSS in a submerged application.
 - ii. Submersible pumps of 10 HP and less, if desired by MAWSS. These pumps are generally replaced when repairs are needed; however, there may be occasions when MAWSS prefers an assessment of such a pump.
 - iii. Submersible pumps of sizes larger than 55 HP or other pumps including dry-pit submersibles shall be considered on a case-by-case basis

1.02 REFERENCE DOCUMENTS

- A. The following references are to be used in conjunction with these specifications in their latest editions:
 - 1. VAUGHEN'S Pricing Publishing Co. Inc., Motor & Pump Repair Price Guide
 - 2. UL - UL674 Electric Motors and Generators for use in Hazardous Locations
 - 3. FM 3600 Electric Equipment for Use in Hazardous (Classified) Locations General Requirements
 - 4. FM 3615 Explosionproof Electrical Equipment General Requirements
 - 5. Electrical Apparatus Service Association's (EASA)-AR100-1998 Recommended Practice for the Repair of Rotating Electrical Apparatus
 - 6. IEEE- Std. 43, Recommended Practice for Testing Insulation Resistance of Rotating Machinery
 - 7. IEEE- Std, 112, IEEE Standard Test Procedure for Polyphase Induction Motors and Generators
 - 8. ISO-Std. 1940-1, Mechanical Vibration- Balance Quality Requirements of Rigid Rotors
 - 9. NEMA- Std. MG-1-2009, Motors and Generators
 - 10. ABMA- ANSI/ABMA Std. 7, Shaft and Housing Fits for Metric Radial ball and Roller Bearings.
 - 11. National Electrical Code (NEC)

12. National Fire Protection Agency (NFPA)
13. ANSI/HI 1.6-2000 Rotodynamic (Centrifugal and Vertical) Pumps for Hydraulic Performance Acceptance Test

1.03 QUALIFICATIONS

A. Repair Facility must be able to meet all the following qualifications:

1. Repair Facilities must have at least 5 years of experience repairing submersible pumps .
2. Repair Facilities must be located within a 100-mile radius from the MAWSS offices located on 4725 Moffett Road, Mobile, AL 36618.
3. Repair Facility must be accredited by the Electrical Apparatus Service Association (EASA)
4. Repair Facility must have a minimum of two years of experience applying Belzona coatings.
5. Repair Facility must be able to perform explosion-proof repairs and meet requirements for hazardous locations specified in Section 1.04.
6. Repair Facility must be able to perform repairs on the following submersible pumps. If the repair facility is not certified to repair the following pumps, then the repair facility shall supply documentation showing 5 years of experience working on the respective pump types.
 - a. Flygt
 - b. KSB
 - c. Wilo
7. Repair Facility must be able to perform a limited factory test to confirm the pump is operating properly and within its expected performance curve upon MAWSS request. Repair facility may use a qualified third-party testing facility if it is not capable of performing these services in-house.

B. **The Bidder shall certify in writing that they meet without exception all of the qualifications identified in this Section 1.03. Said certification shall be provided with the Bid Proposal.**

1.04 HAZARDOUS LOCATIONS

- A. The majority of submersible pumps that will be sent to the Repair Facility are explosion-proof equipment from the manufacturer. The Repair Facility shall consider all submersible pumps submitted by MAWSS for repair as explosion-proof unless specifically identified in writing as non-explosion proof by MAWSS. If the Repair Facility discovers the equipment is not explosion-proof and MAWSS has not identified it as such, the Repair Facility must contact MAWSS as soon as the equipment is determined to be non-explosion proof. When the submersible pump to be repaired was manufactured explosion-proof, the repair shall maintain the explosion-proof characteristics of the pump.
- B. Repair Facility must be certified by Underwriters Laboratories to meet the requirements of UL674 Qualifications of Facilities Engaged in the Repair of Electric Motors and Generators for use in Hazardous Locations. If a submersible pump has an existing UL tag, the Repair Facility shall apply a new UL tag. If there is no UL tag on the submersible pump, the Repair Facility shall provide a written certification that the submersible pump was repaired in strict accordance with UL requirements. This certification must be provided when the submersible pump is returned to MAWSS. The said written certification shall identify the date on which the Repair Facility was last certified by UL and the date on which the Repair Facility's UL Certification expires. Repair Facility must be certified by UL at the time of the bid opening and maintain the

Certification for the duration of the contract. **Provide a copy of the UL Certification with the Bid documents.**

- C. If Repair Facility is a manufacturer's certified shop and it receives a brand of submersible pump from MAWSS for which the Repair Facility is a certified representative, the Repair Facility shall repair the pump to FM Global standards to meet FM3600 and FM 3615 and tag the repaired equipment accordingly. However, this same Repair Facility may repair brands of pumps that it does not represent as long as the aforementioned UL requirements are met. **Provide FM Certification with the Bid, if the Repair facility is a submersible pump brand representative of Flygt, KSB, or WILO.**
- D. A list of certifications shall be provided that enumerates the certifications of the Repair Facility. The list shall include the dates on which certifications were received and their expiration dates. A copy of each certification shall be provided, or a written statement detailing the certification and the factory location that authorized the facility to perform work on their products. **These certifications shall be provided with the Bid.**
- E. Provide a list of any facility audits conducted by the certifying agencies over the last 5 years, the frequency of such audits, and any reports that were produced from the facility audits. **This information must be provided with the Bid.**

PART 2 – REPAIR

2.01 GENERAL

- A. This section provides the steps to be taken during the submersible pump repair process. These steps are meant to streamline the process and provide guidance during the repair.

2.02 LOGISTICS

- A. MAWSS shall notify the Repair Facility when there is a submersible pump requiring repair. MAWSS shall pull the submersible pump and prepare it for transport. When the pump returns to MAWSS, MAWSS will install the pump at the time deemed operationally necessary, which may be months after the pump returns to MAWSS. This is especially the case for returned pumps that will be used as spares.

Timely retrieval, inspection, and repairs of MAWSS pumps are critical to MAWSS operations. A failure to comply with the time requirements stated herein could result in the termination of this contract by MAWSS.

The Repair Facility shall transport the submersible pump from and return to MAWSS at one of the following locations:

1. Lift Station Department Facility located at 1610 Shelton Beach Road Ext., Mobile, AL 36618
2. C.C. Williams Wastewater Treatment Plant located at 1600 Yeend St., Mobile, AL 36603
3. Wright Smith Jr. Wastewater Treatment Plant located at 1879 N. Conception Street Rd., Mobile, AL 36610
4. E.M. Stickney Water Treatment Plant located at 4800 Moffett Rd., Mobile, AL 36618
5. H.E. Myers Water Treatment Plant located at 1475 Hubert Pierce Rd. Mobile, AL 36608

- B. The Repair Facility shall document the following information, as applicable, when the submersible pump arrives:

1. Job Number/Estimate Number and MAWSS work order number.

2. Date of pickup and arrival.
3. Location associated with a pump, such as a lift station number or treatment plant location, based on information provided by MAWSS.
4. Pump make, model, and serial number
5. Motor HP
6. Motor Voltage
7. Any other data plate or pertinent information regarding the identification of the pump.

The above information shall be used to identify the pump in invoices and reports. Once documented, the repair facility shall provide this information to MAWSS.

2.03 EVALUATION AND ESTIMATE

- A. The Repair Facility shall inspect the pump and provide MAWSS with a written Evaluation and Cost Estimate of the repairs needed for MAWSS approval before any repairs begin. The Evaluation and Estimate shall include the condition of the pump upon arrival, a brief description of the pump requiring repair, photo documentation of the pump, a detailed cost estimate, and an itemized list of needed repair parts.
1. The Estimate shall enumerate the pump part descriptions and manufacturer part numbers needed to make the repairs. The estimate shall include both OEM parts and non-OEM alternative parts (where applicable) with part delivery dates provided for both options (documentation from the parts supplier may be requested by MAWSS.)
 2. Coatings, lubricants, fasteners, electrical connectors, and other ancillary parts will be furnished by the Repair Facility and must be included in the total and estimated via industry standard protocols where Vaughens does not make known. A separate line-item cost for machining hours must also be priced in the estimate, showing unit cost and number of hours.
 3. Repairs shall be completed and returned to MAWSS within ten (10) working days after the date of receiving parts or purchase order from MAWSS, whichever is furnished last. MAWSS must be notified upon receiving the parts at the repair facility.
 4. Disassembly shall be per procedures provided by the original equipment manufacturer (OEM) if applicable.
 5. The Evaluation and Estimate shall include the following as applicable:
 - a. Condition of cable entry, glands, body, impeller, impeller coating, volute, wear rings, power and control cables, bearings, and seals
 - b. Measurement of insulation resistance
 - c. Deviations from manufacturer's acceptable tolerances
 - d. Condition of volute coating substantiated with photos of damaged or missing coating
 - e. Itemized new parts with description and manufacturer part numbers (both OEM and non-OEM) required to repair the pump. MAWSS will purchase the parts and provide them to the repair facility.
 - f. See Section 2.04 below for additional information.
 - g. Total working days to complete the repair, along with a justification if longer than the time specified herein after receipt of parts. If additional working days are required beyond those specified herein, the MAWSS will be notified immediately upon the repair facility's knowledge of the delay.

Documentation shall be provided by the Repair Facility if requested by MAWSS to substantiate reasons for the delay.

- h. Man-hours for labor shall not exceed the normal/customary time allotment as indicated in Vaughen's Motor and Pump Repair Price Guide (latest edition) for the task performed except for where tasks that are not denoted within the guide. Man-hours for task not listed shall be identified as such in the repair cost estimate with a justification provide for the time.
 - i. Total cost for repair.
 - j. Options and recommendations for repair/replacement, if any.
 - k. If machining is required, identify hours and labor cost for machining. If materials are required for the machine work, itemize the materials required and the machine shop cost. Markup on machine shop materials must not exceed 12% of the machine shop cost to Repair Facility. Invoices from the machine shop or the Repair Facility, if they are doing the machining, must be provided with the pump repair invoice to MAWSS.
6. The original broken parts from the repaired submersible pump shall be returned to MAWSS when the repaired pump is provided to MAWSS.
- B. MAWSS will review the Evaluation and Estimate provided and determine if repairs will proceed. If approved for repairs, MAWSS will proceed with ordering the required parts from the parts vendor and issue a Purchase Order (PO) to the Repair Facility authorizing the Facility to proceed with making the approved repairs. No repairs shall be made if a P.O. has not been issued to the Repair Facility.
- C. If an evaluation and cost estimate is provided to MAWSS and MAWSS chooses not to make the repairs, the repair facility shall be compensated as follows for the pick-up, evaluation, cost estimate, and return of all pump parts and components to MAWSS:

Evaluation and Estimate – Submersible Pump	\$600.00
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MAWSS makes no obligation whatsoever to approve repairing all pumps sent for evaluation. Upon receipt of the evaluation and estimate report, MAWSS will review the report and respond with repair decision regarding a decision on repairing the pump to the Repair Facility typically within 10 business days. If MAWSS decides not to repair the pump, the Repair Facility shall return the pump to MAWSS within 5 business days and submit an invoice for the evaluation cost within 20 business days.

2.04 PARTS MARK-UP AND LABOR ESTIMATE

- A. Percentage mark-up for any parts that may be furnished by the Repair Facility shall not exceed 12% of part supplier's invoice to the Repair Facility. Itemized receipts from the parts supplier shall be provided to MAWSS with the invoice for repairs. At a minimum, receipts shall show the name and address of the parts vendor, part manufacturer, part description, part number, quantity, and cost of each.
- B. All labor necessary to remove and install new parts shall be included in the Evaluation and Estimate.
- C. Parts prices and Repair Facility mark-up percentage shall be included in the Evaluation and Estimate provided to MAWSS.
- D. MAWSS reserves the right to audit and inspect the shop for any repairs completed under this annual contract.

2.05 PUMP EVALUATION AND REPAIR

- A. After submersible pump identification information is documented, proceed with photographing the pump before disassembly, and note the visual condition of the pump as received. Note any damage whatsoever that is visible on the exterior of the pump, like cracks, broken or missing components, physical damage, worn/eroded parts, cable damage, coating damage, etc.
- B. Prior to disassembly of the pump, perform the initial electrical testing that is necessary before pump disassembly. This shall include testing or documenting cable length and size/nomenclature, number of cables, megger reading, testing equipment used and its calibration date. Note all electrical measurements and testing results in the Pump Repair Report described below. Note the manufacturer's acceptable tolerances.
- C. Disassemble pump using care not to cause further damage to the pump. As the pump is disassembled, photograph the interior components of the pump. Document all damage and wear as discovered during internal inspection.
- D. Photographs and observations shall be recorded by the Repair Facility at each step of the repair, from "as received" to the final reassembly. These records shall constitute the Pump Repair Report (PRR) and shall be provided to MAWSS with all repaired pumps. The PRR shall also include the Pump Repair Certification as included in Attachment 1.
- E. Pump sensor failure (such as float switches and thermal overloads) shall be verified for operability. Any faulty internal sensors shall be replaced with OEM components. Operability of all internal sensors shall be verified and documented in the PRR provided to MAWSS.
- F. Terminal board shall be meggered, photographed, and deficiencies documented.
- G. All cables shall be meggered, photographed, and deficiencies documented. Megger readings shall be provided to MAWSS.
- H. The internal housing and bearing journals shall be measured and compared with OEM tolerances. If the dimensions of the flame path flanges or bearing housing exceed the tolerances of the OEM, MAWSS shall be notified immediately of the conditions. This information shall be noted in the PRR.
- I. Impellers shall be dynamically balanced prior to reassembly.
- J. Perform additional electric motor evaluation tasks in accordance with Section 2.07 Electric Motor Evaluation and Basic Repair.
- K. Pump reassembly shall be per the manufacturer's requirements. The pump shall be photographed at each stage of reassembly.
- L. If new OEM parts are used in the repair of submersible pumps for MAWSS, a new tag shall be applied to the pump in accordance with UL/FM requirements. The shop shall affix a tag to the pump indicating, at a minimum, the name of the repair facility, the date of the repair (month and year), and the repair facility project number. The cost of the tag shall be included in the hourly rate of the repairs shown on the Bid Sheet.
- M. If the existing data plate is not clearly legible, a new data plate with identifying horsepower and VAC shall be installed at the top area of the pump. New plate shall be minimum 16-gauge 316 stainless steel and stamped at a minimum 0.010" depth with block type.
- N. All repairs shall conform to the requirements set forth by the appropriate NRTL.

- O. All submersible pumps shall be painted the factory color of the respective manufacturer and in accordance with the manufacturer's coating specifications unless specified otherwise herein.
- P. A Certification that the submersible pump was repaired in accordance with all requirements of this specification shall be provided with each repaired pump. Warranty termination date shall be stated on said Certification.

2.06 BELZONA COATING APPLICATION

- A. If coating repair is needed, a new coating shall be applied. The facility that performs the coating repairs shall have personnel trained by Belzona to apply the new coating. Belzona may periodically inspect Belzona coating applications on behalf of MAWSS. Repair facility agrees to allow Belzona to perform such inspections.
- B. Unless approved otherwise by MAWSS in writing, Belzona 1321 (Ceramic S-Metal Coating) shall be used.
- C. Preparation of substrate and application of Belzona coatings shall be in strict accordance with Belzona Common Engineering Procedures (CEP) and Belzona 1321 application instructions.

<https://www.belzona.com/en/products/1000/1321.aspx#>

- D. If Belzona determines that the coating application is defective, the Repair Facility shall correct any defects in the coating at its own expense, including removing the defective coating, preparing the substrate, and reapplying the coating.
- E. Belzona 1321 shall only be applied to the wet end components of the pump. **DO NOT** coat the following items unless specifically asked to do so by MAWSS in writing via email or some other written form.
 - 1. Wear plates
 - 2. Wear rings
 - 3. Removable suction ports
 - 4. Machined surfaces of volute
 - 5. Any other disposable component of the volute
 - 6. Flygt "N" Series pumps that have hardened impellers or volute components
 - 7. Any other hardened impellers or volute components
 - 8. Any impeller or volute components that will not allow the coating thickness identified in K. below, because coatings will result in impeller and volute contact when the pump is in operation.
 - 9. Coated impellers shall be checked and confirmed properly balanced after coating is applied.

In the PRR, the Repair Facility shall provide multiple photos of prepared surfaces immediately before coating.

- F. In the PRR, the Repair Facility shall provide multiple photos of the blasted surfaces to be painted, bottom coating after application, and top coating after application.

2.07 PUMP ELECTRIC MOTOR EVALUATION AND REPAIR

- A. After motor identification information is documented, proceed with photographing the motor before disassembly, and note the visual condition of the motor as received. Note any damage whatsoever that is visible on the exterior of the motor, like cracks, broken or missing components, physical damage, worn/eroded parts, cable damage, etc.
- B. Before disassembly of the motor, perform all required electrical testing that is necessary before motor disassembly. Note all electrical measurements and testing results in the Electric Motor Repair Report (EMRR) as described below for stand-alone motors or PRR for motors in submersible pumps.
- C. Photographs and observations shall be recorded by the Repair Facility at each step of the repair, from “as received” to the final reassembly. These records shall constitute the EMRR and shall be provided to MAWSS with all repaired electric motors. The EMRR shall also include the Electric Motor Repair Certification as included in Attachment 1
- D. In general, repair of single and three-phase motors (all horsepower) shall include tear down and inspection, diagnosis, repair, and reassembly. Should it be determined that reconditioning of the electric motor is all that is required, work to be performed shall be in accordance with section 2.07 F below. However, should motor rewind be required, work shall be performed in accordance with sections 2.07 F and G below.
- E. Upon repair, all motors shall be test run at rated voltage, and performance shall be documented during the test run.
- F. Pump Electric Motor Repair - Reconditioning

The repair facility shall recondition submersible pump motors in accordance with recognized industry standards and OEM specifications. All work shall result in a motor that meets or exceeds original performance criteria. Documentation of testing, inspection findings, and replaced components shall be submitted to MAWSS. Certification of compliance and warranty information shall accompany each repaired motor.

- G. Pump Electric Motor Repair - Rewind

Electric Motor rewinding shall only be performed when inspection confirms it is necessary. The repair facility shall submit supporting documentation, including photos and test data, with the proposed scope and estimate prior to beginning work.

The stripping and removal of existing windings shall be performed in a manner that avoids damage to the core and preserves the integrity of the motor. Any core loss testing or related evaluations used to justify rewinding shall be documented and included in the final report.

Rewinding shall restore the motor to meet or exceed OEM performance specifications using materials and practices consistent with recognized industry standards. All associated work, including bearing replacement, balancing, machining, and testing, shall be completed to ensure reliable operation.

Upon completion, the repair facility shall provide detailed documentation of all work performed, including replaced components, test results, and verification of motor protection devices. A certification of compliance and warranty information shall accompany the repaired motor.

Resin Treatment: All windings shall be double dipped with Class H varnish utilizing vacuum pressure impregnation (VPI) and baked unless an alternative method is required by the pump manufacturer.

2.08 Quality Control Testing (QCT) Requirements

- A. Upon MAWSS request, the repair facility shall perform a quality control test (QCT) on each repaired pump prior to delivery. The QCT shall be conducted in accordance with the standards outlined in ANSI/HI 1.6-2000 – Rotodynamic (Centrifugal and Vertical) Pumps for Hydraulic Performance Acceptance Tests.
- B. The repair facility shall notify MAWSS in advance of the scheduled QCT to allow for witness participation if desired by MAWSS. A detailed QCT report shall be submitted to the Owner prior to delivery of the pump to MAWSS.
- C. Repair facility may use a qualified third-party testing facility if it is not capable of performing the test in-house.
 - 1. The third-party test facility must be approved by MAWSS prior to the pump leaving the repair facility.
 - 2. The repair facility shall provide MAWSS with an itemized estimate from the third-party test facility, along with the repair facility markup and any associated costs.
- D. The QCT shall include the following:
 - 1. Verification of hydraulic performance via pump curve (flow rate and head)
 - 2. Vibration and noise level assessment
 - 3. Motor performance evaluation
 - 4. Seal integrity and insulation resistance testing
 - 5. Documentation of all test results and comparison against original manufacturer specifications or agreed performance criteria
- E. The decision on the inclusion of a QCT does not relieve the repair facility of responsible for their own quality control/quality assurance and/or satisfactory performance for the repair.

2.09 MACHINE WORK DEFINED

- A. Machine work, as defined herein, shall apply to the drilling and tapping of broken bolts, the repairing of damaged locking rings and stators, the replacing of power cords, power cord assemblies and power cord connectors and repairs to impellers, covers, volutes, mounting rails, bearing journals, pump shafts and anything else not listed.
- B. If machining services are required, the estimate provided to MAWSS for repairing the pump shall include: detailed description of the machining work; the name of the shop performing the machining work; and an enumerated cost of the machining.
- C. Any outside machine shop performing work on MAWSS pumps under this contract must, at a minimum, meet the quality standards as defined herein. Ultimately, the Repair Facility is wholly responsible for outside machine shop services used by the Repair Facility on MAWSS' pumps.
- D. MAWSS, in its sole discretion, reserves the right to require the Repair Facility to use a different out-of-house machine shop if MAWSS is not satisfied with the quality of work, the timeliness of work, or the machining costs.

- E. Parts shall not be made by a machine shop unless such parts are not available from the manufacturer. OEM parts are required unless machined parts are approved by MAWSS before machine shop part production. A written letter from the manufacturer attesting to the unavailability of such OEM parts may be required by MAWSS.

2.10 REPLACEMENT PUMP

- A. MAWSS, in its sole discretion, upon receiving the pump evaluation and cost of repairs, will decide whether to proceed with repairing the pump or replacing it. MAWSS has no obligation whatsoever to purchase new pumps from the Repair Facility.

2.11 REPAIRED PUMP DELIVERY TO MAWSS

- A. Upon completion of repairs, the pump shall be transported back to MAWSS to the location where it was originally picked up. The Repair Facility shall provide a 24-hour notice to MAWSS to coordinate the return.
- B. The Repair Facility shall provide the Evaluation Report, Pump Repair Report, invoice, results of testing performed, and replaced pump parts (or whole pump if not being repaired) to MAWSS when the Repair Facility delivers the pump to MAWSS.
- C. Certification that the pump was repaired in accordance with the applicable specifications of this document shall be provided with each repaired pump when delivered to MAWSS. The termination date of the warranty shall be stated in said certification.
- D. Payment will not be made for repairs until all items in A., B., and C. above are furnished to MAWSS.

2.12 WARRANTY

All pump repairs shall have a one (1) year labor warranty from the time of return to MAWSS. Any failures due to workmanship by the Repair Facility in the one (1) year warranty period shall be corrected by the Repair Facility to the as-new condition required by these specifications. After warranty repairs are made, the submersible pump shall be furnished with a new one (1) year warranty. The warranty service includes transportation of submersible pumps to and from MAWSS.

The warranty does not cover the failure of any parts furnished by MAWSS. If parts furnished by MAWSS are damaged by the Repair Facility, the Repair Facility shall replace the part damaged with the same or better quality parts at the Repair Facility's expense.

END TECHNICAL SPECIFICATIONS

**IFB 25-059 SUBMERSIBLE PUMP REPAIR
INSURANCE REQUIREMENTS**

- A. **General:** The Supplier shall provide insurance in accordance with the required specifications. A current certificate of insurance must be provided with your bid. MAWSS does not need to be named as an additional insured on this certificate until bid is awarded.
- B. **Supplier Coverage:** The Supplier shall not commence work under this Contract until he has obtained all insurance required under the following paragraphs and until such insurance has been approved by the Owner, nor shall the Supplier allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been obtained and approved. If the subcontractor does not take out insurance in his own name, the Supplier shall provide such insurance protection for the subcontractor and such subcontractor's employees.
- C. **Casualty Insurance:** The following insurance coverages (with limits not less than specified herein) shall be maintained by the Supplier for the duration of the Contract, affording coverage for any claim arising out of Supplier's operations herein, whether by the Supplier or by any subcontractor or by any Employee or Agent of either:
1. Claims of employees under Worker's Compensation and other similar employee benefit acts, including claims because of bodily injury, occupational sickness or disease, or death.
 2. Claims arising out of bodily injury, sickness, disease, or death of any person other than employee.
 3. Claims for damages arising out of libel, slander, false arrest, detention or imprisonment, malicious prosecution, defamation or violation of right of privacy, wrongful entry or eviction or other right of private occupancy, including claims as a result of an offense related to the employment of a claimant by Contractor (so-called "Personal Injury").
 4. Claims arising out of damage to or destruction of tangible property, including loss of use.
 5. The Supplier shall furnish certification of insurance and policies verifying that the above coverages are in effect before commencing any work, and that each policy is endorsed to give the Owner 30-days notice in writing in the event of cancellation or material change therein.

Policies of Insurance shall state that the Owner and the Owner's employees be named as additional insureds on the Supplier's Automobile Liability and Commercial General Liability policies. In respect to Worker's Compensation, a Waiver of Subrogation shall be issued in favor of the Owner. Where applicable, the U.S. Longshore and Harborworkers Compensation Act Endorsement shall be attached to the policy. Where applicable, the Maritime Coverage Endorsement (to include coverage under Jones Act) shall be attached to the policy. Both the U. S. Longshore and Harborworkers and the Maritime Coverage shall have limits equal to or greater than the employer's liability coverage.

6. Rated by AM Best – A- or better. For non-admitted companies, a rating of A or better by AM Best.
 - a. At the discretion of the Board, worker's compensation insurance may be placed through a qualified worker's compensation self-insurance fund.

b. **Limits of Liability:**

Worker's Compensation	Statutory
Employers' Liability	\$500,000 Each Accident \$500,000 by Disease, Policy Limit \$500,000 by Disease, Each Employee
Commercial Automobile	\$1,000,000 Each Accident Bodily Injury and Property Damage Combined Business Auto Includes All Owned, Leased, Hired and Non-Owned Automobiles
Commercial General Liability	\$2,000,000 per Occurrence \$2,000,000 Personal & Advertising Injury \$5,000,000 General Aggregate per Project \$5,000,000 Products & Completed Operations Aggregate \$100,000 Fire Damage Liability

Umbrella Liability: In addition to the basic limits previously set out for Commercial General Liability, Products and Completed Operations, Automobile Liability and Worker's Compensation, coverage shall be issued with a "pay on behalf of" wording, including Personal Injury and other extensions, and provide coverage at least as broad as that afforded by the primary insurance policies.

Extensions (only if applicable):

Blanket Contractual Liability	Blanket Collapse and Underground Coverage
Personal Injury	Broad Form Property (including Completed Operations)
Host Liquor Liability	Employees as Additional Insureds
Non-owned Watercraft Liability	Incidental Medical Malpractice
Worldwide Products	Extended Bodily Injury (Assault and Battery)
Fire Legal Liability	
Newly Acquired Organizations	

When and if the use of explosives for blasting purposes appears necessary or desirable, such methods shall not be undertaken without written authorization of the Owner, and then only provided that acceptable extensions of liability coverage have been obtained specifically to include the explosion ("X") hazard and the collapse ("C") hazard. The policy of general liability shall include the special underground property damage coverage (providing the so-called "U" hazard) on a blanket basis.

- D. **Owner's Protective Liability:** The Supplier shall furnish from a carrier acceptable to the Owner, a policy of liability insurance, commonly called "Owner's Protective Liability" in the name of the Board of Water and Sewer Commissioners of the City of Mobile, d/b/a MAWSS, providing "Independent Contractor's Coverage" for the operations embraced by this Contract with limits of \$1,000,000 bodily injury and \$1,000,000 property damage. Policy shall be endorsed that the premium is to be paid by the named Supplier.

END OF INSURANCE

**IFB 25-059 SUBMERSIBLE PUMP REPAIR
BID BOND**

The undersigned further agrees that, in case of failure on his part to execute the said Contract and the bond within the time required, after written notice being given of the award of the Contract, the check or bid bond in the amount of five percent (5%) of this bid, not to exceed \$1,000, accompanying this bid, and the monies payable thereon, shall be paid into the funds of the Board of Water and Sewer Commissioners of the City of Mobile, Alabama as liquidated damages for such failure; otherwise the check or bid bond accompanying this Proposal shall be returned to the undersigned:

Attached hereto is a certified check or notarized bid bond on the Bank of _____
(Name of Bank or Surety)

for the sum of _____ Dollars and _____ (\$ _____)

made payable to the Board of Water and Sewer Commissioners of the City of Mobile, Alabama.

KNOW ALL MEN BY THESE PRESENT:

THAT we: _____
(Name of Contractor) By: _____ Title: _____

And _____
(Name of Surety) By: _____ Title: _____

Are held and firmly bound unto The Board of Water and Sewer Commissioners of the City of Mobile, Alabama, as Obligee, in the full and just sum of:

_____ Dollars and _____ (\$ _____)

lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

By _____
(Legal Signature)

(Printed Name and Title)

Witness: _____
(Legal Signature)

SIGNED, SEALED AND DELIVERED ON

Witness: _____
(Legal Signature)

Date

BIDS WILL NOT BE CONSIDERED, UNLESS ACCOMPANYING BID BOND IS SIGNED BY PRINCIPAL AND SURETY, OR IN LIEU THEREOF, A CERTIFIED CHECK, OR IRREVOCABLE UNCONDITIONAL LETTER OF CREDIT FROM YOUR BANK MUST ACCOMPANY THE PROPOSAL.

**IFB 25-059 SUBMERSIBLE PUMP REPAIR
SDP POLICY ACKNOWLEDGEMENT***

A copy of the SDP (Supplier Diversity Program) policy that applies to this Invitation For Bid has been included in this package. It is the responsibility of the bidder to read and make efforts to meet the goals of this policy. Please contact the Supplier Diversity Department at supplier.diversity@mawss.com for any questions regarding this policy.

Bidders MUST acknowledge receipt of this policy and submit the documentation with the bid proposal.

Bidders shall take all necessary and reasonable steps in accordance with this Policy to ensure that Diverse Contractors/Suppliers have the maximum allowable opportunity to compete for subcontracts and contracts for services, supplies, or other goods. Bidders shall not discriminate in awarding subcontracts and supplier contracts on the basis of race, color, national origin, ethnicity, or sex, during the bid process as well as during the performance of a MAWSS contract.

The following documentation must be included in the bid proposal.

- SDP Policy Acknowledgement **and**
- Subcontracting Plan

Please refer to the attached policy for more information regarding these requirements as well as all other requirements, if participating in the SDP Program.

The signer declares under penalty of perjury that she/he is authorized to sign this document and bind the company or organization to all requirements of this policy.

Company Name_____

Submitted By_____ Title _____
Please Print

Signature_____ Date _____

***Required to sign and return with bid**

**IFB 25-059 SUBMERSIBLE PUMP REPAIR
SUBCONTRACTING PLAN/GOOD FAITH EFFORT***

In order for your proposal to be considered, must complete all blanks in this Subcontracting Plan and sign with a handwritten signature where indicated below and include this form in your proposal.

Failure to fill in the blanks on this Subcontracting Plan and/or to include a handwritten signature may cause for rejection of your bid.

It is MAWSS's goal that in all contracts, contractors shall make a demonstrated good faith effort to award 15% of the contract amount to certified Diverse Contractors/Suppliers as subcontractors and/or suppliers performing commercially useful functions which are consistent with contract requirements.

Copies of MAWSS SDP Policy 16-01 (for public works projects), SDP/Supplier Diversity Policy 17-01 (for contracts for other goods and services), and links to organizations that have information on SDPs/Diverse Suppliers can be found by visiting our website at <https://www.mawss.com/bids/supplier-diversity-program/>.

STATE WHAT PERCENTAGE OF THE WORK FOR THIS CONTRACT YOU PLAN TO AWARD TO SDP/DIVERSE SUPPLIER SUBCONTRACTORS AND/OR VENDORS	TOTAL %
ESTIMATED TOTAL DOLLAR AMOUNT TO BE AWARDED TO SDP/DIVERSE SUPPLIER	TOTAL \$
AMOUNT BID FOR THIS CONTRACT	TOTAL \$

Please list below all subcontractors and suppliers which you plan to use for this contract. Also indicate which of these are SDPs / Diverse Suppliers by writing "Yes" or "No" where indicated. Also list for each the percentage of the total contract amount to be performed by each and the certification group the SDP / Diverse Supplier is certified with. Attach additional sheets if needed.

SUBCONTRACTOR/VENDOR NAME	SDP/DIVERSE SUPPLIER (Yes or No)	% OF CONTRACT	CERTIFICATION GROUP (ALDOT, ADECA, SRMSDC, BCIA, WBENC)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CAUTION: ACCURATELY COMPLETE ALL PARTS OF THIS FORM AND SIGN BELOW.

GOOD FAITH EFFORT AKNOWLEDGEMENT/AFFIDAVIT

I/WE EXERCISED GOOD FAITH TO COMPLY WITH THIS PLAN AND MAWSS' SDP REQUIREMENTS.

BIDDER/COMPANY

BY (Signature)

***Required to sign and return with bid**

IFB 25-059
SUBMERSIBLE PUMP REPAIR
BID SHEET

Line #	Description	Quantity	Unit Cost	Total Cost
1	Evaluation and Estimate, Only – Pump	20	\$600.00	\$12,000.00
2	Shop Labor Hourly Rate	1000 Hours	\$	\$
3	Emergency Hourly Rate	50 Hours	\$	\$
4	Machine Shop Labor Hourly Rate	100 Hours	\$	\$
5	Belzona Coating 2 Coat System – 2-25 HP Submersible Pump volute and impeller	10	\$	\$
6	Belzona Coating 2 Coat System – 26-60 HP Submersible Pump (volute and impeller)	10	\$	\$
7	State Percentage (not to exceed 12%) of increase above Repair Facility's cost for repair parts and materials	%	\$40,000	\$
8	Quality Control Test (QCT) (State percentage (not to exceed 12%) of mark-up on third-party testing facilities)	%	\$10,000	\$
	Total Bid Amount			\$

NOTE: Quantities shown on the Bid Sheet are for the purpose of determining the low bidder. Actual quantities of work performed over the period of this Contract will be determined on an as-needed basis. Some work descriptions might not be performed.

BASE BID LINE ITEM SCOPE:

Base Bid Line No. 1 unit cost shall include work specified under **Sections 2.02 and 2.03** of the Submersible Pump Repair Technical Specifications.

Base Bid Line No. 2-4 unit cost shall include all hourly rates for repair included in the Submersible Pump Repair Technical Specifications.

Base Bid Line No. 5-6 unit cost shall include work specified under **Section 2.06** of the Submersible Pump and Repair Technical Specifications. The unit price is the price for applying two coats of Belzona.

Base Bid Line No. 7 provides Repair Facility percentage increase for parts/materials (not to exceed 12%), as specified under **Section 2.04** of the Submersible Pump Repair Technical Specifications. Multiply the percentage increase by the provided unit cost to determine Total Cost for this bid item. $(\text{Parts Markup Percentage} + 1) \times \$40,000 = \text{Total Cost}$.

Base Bid Line No. 8 cost shall include work specified under **Section 2.08** of the Submersible Pump Repair Technical Specifications. This line item covers third-party quality control testing. The Repair Facility shall obtain a quote from the approved testing provider and apply a markup percentage (not to exceed 12%). The quote and markup shall be submitted to MAWSS for approval prior to testing. Multiply the percentage increase by the provided unit cost to determine Total Cost for this bid item. $(\text{QCT Markup Percentage} + 1) \times \$20,000 = \text{Total Cost}$.

**IFB 25-059
SUBMERSIBLE PUMP REPAIR
BID SHEET (Cont'd)**

Company Name _____

Address _____

City, State, Zip _____

Submitted By _____ Title _____
Please Print

Phone _____ Fax _____

Email Address _____
Please Print

The signer declares under penalty of perjury that she/he is authorized to sign this document and bind the company or organization to all terms and conditions of this agreement.

Signature _____ Date _____

ADDENDA

BIDDER acknowledges receipt of the following ADDENDA:

Attachment 1

Pump Repair Certification Form

Submersible Pump Repair Certification Form

Repair Facility_____

Date Pump Received_____

MAWSS Representative_____

Date Pump Returned_____

MAWSS Representative_____

Lift Station ID# and Location/WWTP Location_____

Pump Manufacturer_____

Pump Serial No._____

Pump Horsepower_____

Pump Voltage_____

Pump Failure Mode_____

Pump Repair_____

New Parts Installed_____

UL Tag Number (if applicable)_____

Name of Technician who repaired pump_____

Certification type, certification number, and expiration date of above technician_____

Warranty Expiration _____

I hereby certify that the repair facility named above is certified to perform the repairs described and that the repairs performed on this pump are in accordance with the requirements set forth by FM Global or UL. The pump is hereby returned to MAWSS and is suitable for replacement in a Class 1, Division 1 Environment.

Name_____

Signature_____

Date_____

The information noted under Pump Failure Mode, Pump Repair, and New Parts Installed may be submitted on a separate page.



IFB 25-059 Submersible Pump Repair Purchasing Bid Checklist

Vendor must initial each section below indicating compliance with statement. Failure to complete this form and provide requested documentation could result in rejection of your company's bid.

- _____ 1. All licenses and/or certifications required per the bid specs and copy provided.
- _____ 2. Understand Proposal, General Requirements, Conditions, Special Provisions, Specifications, Summary/Scope outlined in bid package.
- _____ 3. Bid Bond or Cashier's Check included in bid package.
- _____ 4. Supplier Diversity Package. This includes both forms signed & returned along with a copy of the sub-contractor's DBE certification.
- _____ 5. Insurance Requirements met and copy provided.
- _____ 6. Agree to invoicing requirements outlined in bid package.
- _____ 7. Addendum signed & enclosed (if applicable).
- _____ 8. Attended mandatory pre-bid meeting.

By signing below, bidder agrees they have read and understand the terms of this bid.

Business Name of Bidder

Signature of Bidder or Authorized Agent

Date