# AUGUSTA WATER

# INVITATION TO BID

## MIDDLE RIVER WASTEWATER TREATMENT PLANT AEROBIC DIGESTER BLOWERS

## ITB No. 2315

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## ATTACHMENTS:

A – AUGUSTA WATER GENERAL TERMS AND CONDITIONS

**B – TECHNICAL SPECIFICATIONS** 

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## 1. PURPOSE

- A. Augusta Water is requesting bids, subject to the specifications and conditions contained herein, to provide two (2) positive displacement blowers to replace the existing blowers for the aerobic digesters at the Middle River Wastewater Treatment Plant in Verona, VA. The Equipment furnished by the Manufacturer or Bidder will be installed by the Owner.
- B. Technical bid(s) including information from the Manufacturer of the blowers will be evaluated as part of the procurement process.

This solicitation, and the resulting Purchase Order(s), shall be consistent with the Virginia Water and Waste Authorities (VWWA) Act and the Virginia Public Procurement Act (VPPA).

#### 2. BACKGROUND INFORMATION

- A. Augusta Water was chartered in March 1966 to centralize the provision of water and sewer service to County Residents. Augusta Water maintains 10 separate water systems, including seven microfiltration treatment systems, a water distribution network comprised of 415 miles of water mains, and more than 2,112 fire hydrants. Augusta Water currently provides wastewater collection and conveyance through 232 miles of mains and treatment at 4 major facilities and 5 smaller facilities including the Middle River Regional Wastewater Treatment Plant, which is jointly owned by Augusta Water and the City of Staunton.
- B. Augusta Water's Middle River Wastewater Treatment Plant (WWTP) is a regional facility, jointly owned by Augusta Water and the City of Staunton. The plant is located at 848 Laurel Hill Road, Verona, Virginia 24482 and has a rated design capacity of 6.80 million gallons per day (MGD). The Middle River WWTP's existing positive displacement blowers for the aerobic digesters will be replaced by the blowers procured through this ITB.

#### 3. SCOPE OF SERVICES

- A. Augusta Water will evaluate, select, and directly purchase from one (1) Manufacturer, hereafter referred to as "Bidder", one (1) positive displacement blower and enclosures as specified within this ITB with the option to purchase a second unit with allowable price escalation as specified in this ITB within 18 months of delivery date of the first blower. All equipment must meet the requirements contained in this Request for Bids (ITB) document and Technical Specifications.
- B. The Equipment procured under this ITB will be installed by the Owner as part of Middle River Wastewater Treatment Plant Digester Blower Replacement project. Augusta Water will install Equipment provided under this ITB. The Equipment will be installed under the direction of the Bidder's field representative.

#### 4. SPECIFICATIONS AND DRAWINGS

- A. The Bidder shall furnish the Equipment described in the Technical Specifications for the Middle River Wastewater Treatment Plant Digester Blower Replacement included as Attachment B "Technical Specifications". All Equipment shall meet the functional and performance requirements contained in this ITB and supporting attachments.
- B. The Bidder shall provide Augusta Water with Manufacturer technical support required for coordination with existing electrical gear and control systems at the Middle River Wastewater Treatment Plant. The Equipment will be installed by the Owner under the direction of the Bidder's certified field representative (Field Representative). The Bidder shall be responsible for issuing a Certificate of Proper Installation and a Certificate of Proper Operation for the Equipment.
- C. Manufacturers: Refer to Attachment B "Technical Specifications". Alternate manufacturers meeting the performance requirements specified may be considered, but Augusta Water reserves the right to select equipment based on technical requirements and conformance to the ITB documents.
- D. The following additional information shall be provided in the Bidder's Technical Submission as part of this initial bid response:
  - Provide an itemized list of all equipment that comprises the Equipment and provide cut sheet information sufficient to ensure compliance with the technical requirements of the ITB.
  - 2) Provide an itemized list of alternate equipment that can be offered with add or deduct pricing.
  - The bid shall be based upon the Equipment as set forth herein, however alternate Equipment with additive or deductive pricing can also be included at the Bidder's discretion.
  - 4) Provide itemized maintenance schedule based on equipment run time (where applicable) and calendar days for recommended operations and maintenance activities.

- 5) Provide a separate daily rate for the Bidder's Field Technician to be on site. This rate shall be in effect throughout the duration of the project and for 12 months following Substantial Completion.
- E. The following additional information shall be provided as part of the Shop Drawing Process:
  - 1) Product submittals demonstrating compliance with the ITB documents, and submittals as required by Technical Specifications included in Attachment B "Technical Specifications".
  - 2) Three hard copies and one electronic PDF copy of project specific Operation and Maintenance Manuals for all Equipment.

## 5. GENERAL CONTRACT CONDITIONS

A. Refer to the Augusta Water General Terms and Conditions (Attachment A).

## 6. SPECIAL TERMS AND CONDITIONS

- A. *Partial Payment:* Augusta Water will pay the Bidder percentages of the contract price according to the following schedule:
  - 1) 10%: Within 30 days of delivery of shop drawings to Augusta Water
  - 2) 80% (90% cumulative): Within 30 days of delivery of all Equipment to the Middle River WWTP.
  - 3) 10% (100% cumulative): Within 30 days of the resolution of all punch list items pertaining to the Manufacturer to the satisfaction of Augusta Water, after the manufacturer has provided startup support, training, and after the Manufacturer has delivered all documents required in the specifications, including:
    - a. Bidder issuance of Certificate of Proper Installation.
    - b. Bidder issuance of Certificate of Proper Operation.
    - c. Bidder successful completion of all start-up activities and field performance testing for Equipment and submission of said documentation to Augusta Water.
    - d. Bidder issuance of Operations and Maintenance Manuals.
- B. The final payment less any amounts due or claimed by Augusta Water, shall not become due until all punch list items have been resolved to the satisfaction of Augusta Water and after the Bidder has delivered all documents described in the specifications. Within 30 days of completion of said items, Augusta Water shall pay the Bidder the amount therein stated, less all prior partial payments.

#### C. Project Completion:

- 1) Pre-Start-Up: Procedures for starting of mechanical, electrical, control systems, and monitoring systems shall include the following: Bidder shall coordinate sequence for startup of various items of equipment; notify Engineer fourteen (14) days prior to startup of each item of equipment; verify that each piece of equipment has been checked for proper lubrication, drive rotation, belt tension, control sequence, and other conditions that may cause damage; verify control systems are fully operational in automatic and alternate modes of operation; verify that tests, meter readings, and specific electrical characteristics agree with those specified by electrical equipment manufacturer; verify that instruments, meters, and gauges have been calibrated (Perform three-point calibration on continuous elements and systems. Provide calibration records.); provide a Certificate of Proper Installation issued by manufacturer to Engineer and Owner prior to initiating any startup activities.
- Start Up: Bidder shall perform startup prior to functional test to include pre-startup inspection of installation; startup under no-load conditions, if possible, observations of noise, vibration, and operation. Owner and Engineer shall witness startup. If all operating characteristics are normal, proceed with functional test.
- 3) Functional Testing: As required by the Technical Specifications, the Bidder shall assist Owner in performing functional testing prior to placing equipment in service. Perform functional test under supervision of responsible manufacturers' representatives and Bidder personnel. Representatives of Owner and Engineer shall witness functional test. If applicable, perform functional test on each piece of equipment and operational system as specified in the individual product Sections. If system is to be placed in service in phases, perform functional test on each part of system prior to placing each part of system in service. Functional testing shall demonstrate that equipment operates and complies with specified performance requirements; demonstrate that control panel functions, including failures and alarms, operate and comply with specified performance requirements; be nondestructive; if necessary, simulate failures and alarm conditions by jumping failure input terminals, and provide signal generators that simulate control conditions if it is not feasible to create actual conditions; use actual as-built control diagrams in demonstration of functions; use operation and maintenance manuals to demonstrate operation of equipment.
- Performance Testing: As required by Technical Specifications. Demonstrate proper operation of equipment under fully loaded conditions. Provide a Certificate of Proper Operation issued by manufacturer to Engineer and Owner prior to placing equipment in service.

- 5) *Remedy Defects:* If functional or performance testing does not meet requirements specified in this ITB and the Technical Specifications, Bidder shall remedy defects and provide additional testing at no additional cost to Owner.
- 6) *Substantial Completion*: When Bidder considers the entire Work ready for its intended use Bidder shall notify Owner and Engineer in writing that the entire Work is substantially complete (except for items specifically listed by Bidder as incomplete) and request that Engineer issue a certificate of Substantial Completion. Promptly after Bidder's notification, Owner, Bidder, and Engineer shall make an inspection of the Work to determine the status of completion. If Engineer does not consider the Work substantially complete, Engineer will notify Bidder in writing giving the reasons therefore. If Engineer considers the Work substantially complete, Engineer will deliver to Owner a tentative Certificate of Substantial Completion which shall fix the date of Substantial Completion. There shall be attached to the certificate a tentative list of items to be completed or corrected before final payment.
- 7) *Final Inspection*: Upon written notice from Bidder that the entire Work or an agreed portion thereof is complete, Engineer will promptly make a final inspection with Owner and Bidder and will notify Bidder in writing of all particulars in which this inspection reveals that the Work is incomplete or defective. Bidder shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies.
- D. Shop Drawings: Bidder shall submit Shop Drawings and Samples to Engineer for review and approval in accordance with the acceptable Schedule of Submittals. Shop Drawings shall be prepared by persons and entities possessing expertise and experience in the trade for which the Shop Drawing is prepared and, if required by the Contract Documents or applicable Laws or Regulations, by a licensed architect or engineer, as appropriate. Data shown on the Shop Drawings shall be complete with respect to quantities, dimensions, specified performance and design criteria, materials, and similar data to show Engineer the services, materials, and equipment Bidder proposes to provide and to enable Engineer to review the information.
  - 1) *Submittal Procedures*: Submit shop drawings in accordance with the following submittal procedures:
    - a. Submit all shop drawings electronically.
    - b. Before submitting each Shop Drawing, Bidder shall have determined and verified all field measurements, quantities, dimensions, specified performance and design criteria, installation requirements, materials, catalog numbers, and similar information with respect thereto; the suitability of all materials with respect to intended use, fabrication, shipping, handling, storage, assembly, and installation pertaining to the performance of the Work; all information relative to Bidder's responsibilities for means, methods, techniques, sequences, and procedures of construction, and safety precautions and programs incident thereto; and shall also have reviewed and coordinated each Shop

Drawing or Sample with other Shop Drawings and Samples and with the requirements of the Work and the Contract Documents.

- c. Each submittal shall bear a stamp or specific written certification that Bidder has satisfied Bidder's obligations under the Contract Documents with respect to Bidder's review and approval of that submittal.
- d. With each submittal, Bidder shall give Engineer specific written notice of any variations, that the Shop Drawing may have from the requirements of the Contract Documents. This notice shall be both a written communication separate from the Shop Drawing's Submittal; and, in addition, by a specific notation made on each Shop Drawing submitted to Engineer for review and approval of each such variation.
- 2) Engineers Review: Engineer's review and approval or other appropriate action will be only to determine if the items covered by the submittals will, after installation or incorporation in the Work, conform to the information given in the Contract Documents and be compatible with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. Engineer's review and approval or other appropriate action will not extend to means, methods, techniques, sequences, or procedures of construction (except where a particular means, method, technique, sequence, or procedure of construction is specifically and expressly called for by the Contract Documents) or to safety precautions or programs incident thereto. Engineer's review is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of Bidder as required by the Contract Documents. Engineer will return submittals marked as follows:
  - a. Approved: Bidder may incorporate product(s) or implement Work covered by submittal.
  - b. Approved as Noted: Bidder may incorporate product(s) or implement Work covered by submittal, in accordance with Engineer's notations.
  - c. Revise as Noted, Resubmit: Make corrections or obtain missing portions, and resubmit. Except for portions indicated, Bidder may begin to incorporate product(s) or implement Work covered by submittal, in accordance with Engineer's notations.
  - d. Rejected/Resubmit as Specified: Bidder may not incorporate product(s) or implement Work covered by submittal.
- 3) Re-Submittal Procedures: If submittals are required to be resubmitted, Bidder shall make corrections required by Engineer and shall return the required number of corrected copies of Shop Drawings and submit, as required, new Samples for review and approval. Bidder shall direct specific attention in writing to revisions other than the corrections called for by Engineer on previous submittals.

- E. *Progress Schedules:* Within 30 days after Notice to Proceed, Bidder shall submit a preliminary Progress Schedule; indicating the times (numbers of days or dates) for starting and completing the various stages of the Work (completing shop drawings and delivering equipment).
- F. *Record Documents:* Upon completion of the Work, Record Documents indicating any changes to the approved shop drawings will be delivered to Owner.
- G. *Price Escalation:* Manufacturer or Owner may submit a request for cost adjustment for the second blower that Augusta Water may elect to purchase within 18 months of the date when Owner receives the first blower at the Middle River WWTP. Cost adjustments must be based on the relative change in the Bureau of Labor Statistics (BLS) Producers Price Index (PPI) noted in item 3 below between the date for receipt of bids identified in this ITB in Section 7.H.1 (the base period) and the date of a purchase order for the optional purchase of the second blower package (the comparative period).
  - Increased BLS PPI: If Augusta Water chooses to purchase a second blower, and if the index value increases between the base period and comparative period, as defined in item 3 below, then the total lump sum price on price quotation form will be adjusted as provided for in Item 4.
  - 2) Decreased BLS PPI: If Augusta Water chooses to purchase a second blower, and if the index value decreases between the base period and comparative period, as defined in item 3 below, then the Manufacturer must reduce the lump sum price for the second blower purchase as provided for in Item 4. August Water reserves the right to waive a price adjustment for the optional second blower if the index value decreases.
  - 3) The base period and comparative period index values must be BLS PPI Group Code 11 Item Code 4115 Index for Air and Gas Compressors and Vacuum Pumps as listed on the BLS website PPI database. The base period index value will be for the month when bids are received. The comparative period index value will be the most recent PPI value at the date of PO issuance; this will be the first-published value. For example, if the base period is February 23, 2024, the base period index value would be February 2024; and if the purchase order for the second blower is issued on February 22, 2025 the comparative period index value would be February 2025 or the most recent value published on the BLS website.
  - 4) Cost adjustments must be made by dividing the comparative period index value by the base period index value and then multiplying that result by the total lump sump price that is listed on the price quotation form. For example:

Adjusted Lump Sum Price = ([Comparative Period Index Value] / [Base Period Index Value]) x Total Lump Sum Price

## 7. INSTRUCTIONS FOR PREPARING AND SUBMITTING BIDS

- A. Questions and Inquiries: Procedural and technical questions about this ITB should be directed to William Monroe, P.E., Director of Engineering, at (540) 245-5678 or <u>wmonroe@augustawater.com</u> and to Aaron Tice, Project Manager (Wiley | Wilson), at (434) 455-3210 or <u>atice@wileywilson.com</u>. All questions shall be submitted by 5 P.M., local time 10 calendar days prior to the date for submittal.
- B. On-Site Visits: On-site visits by prospective Bidders to complete their bid packages shall be arranged with Augusta Water, and no pertinent questions will be answered or information given at that time. Questions which arise from on-site visits must be submitted in writing as set forth in this solicitation.
- C. Modification and Withdrawal of Bid: Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a bid must be executed) and delivered to the place where bids are to be submitted at any time prior to the receipt of bids.
- D. Withdrawal of Bids After Date for Submission: In accordance with Section 2.2-4330(a) Procedure (1) the Bidder shall give notice in writing of his claim of right to withdraw his bid within 2 business days after the conclusion of the bid opening procedure and shall submit original work papers with such notice. Failure to submit Bidder's work papers will be considered as a waiver of any right of withdrawal of bid after the date for submission.
- E. Contents of Bids: Information contained in the bid shall be stated in a clear and concise manner. Documents should be submitted in two separate envelopes, one containing the Technical Submission and the other containing the Cost Bid. <u>The two submittals shall be identical except</u> <u>that the technical bid shall not contain any cost information.</u>
- F. The Bidder's submittal shall be organized in accordance with the following Table of Contents. Each page of the submission should be numbered sequentially.

SECTION 1	<ol> <li>Provide the following information using an open format response:</li> <li>1. Cover Sheet (first page of this ITB), completed;</li> <li>2. Table of Contents – all pages are to be numbered;</li> <li>3. Cover Letter on company letterhead signed by a person with the corporate authority to enter any contract which results from the ITB.</li> </ol>
SECTION 2	<b>EXECUTIVE SUMMARY</b> Provide the following information using an open format response:

	<ol> <li>Provide an executive summary highlighting key aspects of the bid excluding cost information. The executive summary should not exceed one page in length.</li> <li>The executive summary shall clearly state and identify who the sole responsible party is for submitting the bid. There shall only be one responsible party. If the Manufacturer and responsible party are different entities, identify each entity.</li> </ol>
SECTION 3	RESPONSE TO ITB TECHNICAL REQUIREMENTS
	Provide the following information using an open format response.
	1. Submit factory certified performance curves identifying blower model number, impeller style/type, and impeller size.
	2. Provide manufacturer dimensional cut sheets for blowers and blower package enclosure.
	3. Life cycle cost calculations
SECTION 4	COST AND EXCEPTIONS
	Price Quotation Form w/ list of exceptions
SECTION 5	REQUIRED FORMS
	<ol> <li>Vendor Identification and Ownership Disclosure</li> <li>Small and Minority Business Statement</li> <li>State Corporation Commission Form</li> </ol>
SECTION 6	ADDENDA, signed (if any)
SECTION 7	<b>OTHER SERVICES</b> <i>(optional)</i> The Bidder may provide information for other services or programs that are available to its clients that may not be specified in this bid. Additional services should be provided with costs listed as well as details and a description of the offer.

- G. Packaging of Bids: The Bid will be submitted in two separate envelopes, one containing the Technical Submission and the second containing the Cost Bid. The Technical Submission shall include a complete bid excluding Price Quotation Form. The Cost Bid, contained in a separate and appropriately marked envelope, shall be identical to the Technical Submission but shall include Price Quotation Form. The bids will initially be evaluated based on the Technical Submission. The Cost Bid envelope will only be opened for those bids that are deemed to meet the ITB requirements as described herein.
- H. Bid Submission Procedure

- 1) Bids must be received at the Augusta Water Office (18 Government Center Lane, Verona, VA 24482) **BEFORE 2:00 P.M., LOCAL TIME, MARCH 6, 2023**.
- Each bid shall be submitted in a sealed envelope with the outside of the envelope stating the name of the Bidder, its mailing address, its telephone number, and the following identification: "ITB No. 2315: Middle River Wastewater Treatment Plant Digester Blower Replacement".
- 3) The Sealed Bid Envelope shall contain two separate envelopes, one containing the Technical Submission and the second containing the Cost Bid, so labelled. The Technical Submission shall include a complete bid excluding Price Quotation Form. The Cost Bid, contained in a separate and appropriately marked envelope, shall be identical to the Technical Submission but shall include a Price Quotation Form.
- 4) One complete, original bid, so marked, and one complete copy, so marked, is required.
- 5) Bid security in the amount of five percent (5%) of the total cost for Item 1 on the Price Quotation Form will be required in accordance with the EJCDC Form C-430 Bid Bond. In lieu of a bid security, Augusta Water will accept a cashier's check or cash deposit equal to the 5% of the total cost.
- 6) Bids may either be mailed to P.O. Box 859, 18 Government Center Lane, Verona, VA 24482 or hand delivered 18 Government Center Lane, Verona, VA 24482. Bids may not be emailed.
- 7) Bids received by Augusta Water after the acceptance date will not be considered. Bids will be publicly accepted and logged in at the time and date received but not opened.
- 8) Bidders, prospective bidders, vendors or other interested parties requiring "reasonable accommodation" under the Americans with Disabilities Act for submission of bids, authorized inspection visits or appropriate data collection on Augusta Water property, or any other procurement-related contact with Augusta Water staff, must contact the Augusta Water Executive Director in a timely manner to arrange such accommodations as appropriate.
- J. Augusta Water to Bind Firm in Contract: Bids must give the full name and address of the vendor. Failure to manually sign the Bid may disqualify it. The person signing the Bid should show Title or Authority to bind his/her firm in a contract.
- K. Rights of Augusta Water: Augusta Water reserves the right to accept or reject all or any part of any bid, waive informalities and award the Contract to best serve the interest of Augusta Water.

- L. The contents of the Bid submitted by the successful Bidder and this ITB will become part of any contract/PO awarded as a result of the Scope of Work contained herein.
- M. Costs of Bid Preparation: Any costs incurred by the Bidders in preparing or submitting bids are the Bidder's responsibility. Augusta Water will not reimburse any Bidder for any costs incurred as a result of a response to this ITB.
- N. Addendum and Supplement to Request: Only written communications relative to this procurement will be considered. No oral communication by either the Bidder or any representative of Augusta Water shall alter or amend the intention of these specifications or be binding thereupon. Written addenda will be issued for any clarifications and or changes necessitated by appropriately posed questions from potential Bidders and /or representatives of Augusta Water. Written acknowledgement of all addenda is necessary for the bid to be considered complete and responsive.

#### 8. EVALUATION OF BIDS

- A. Augusta Water will review and rank the bids from each Bidder based upon the factors itemized below. Weighting factors will be applied to each category.
  - 1) Quality Factors
    - a. (30%) Completeness of Technical Bid in demonstrating compliance with the ITB, Technical Specifications and Project Drawings.
    - b. Compliance with all aspects of the ITB (Cause for Rejection)
  - 2) Cost Factors
    - a. (70%) Life Cycle Cost (LCC) where: LCC = TBP + LCEC
      - i. Total Base Price: The Total Base Price (TBP) for blower package equipment as listed on the Price Quotation Form.
      - ii. Life Cycle Electrical Cost (LCEC): Life cycle electrical costs will be evaluated based on the electrical costs for 10 years of continuous operation while operating at the Design Point with the Design Environmental Conditions included in the Technical Specifications. The electricity costs must be calculated based on an electrical cost of \$0.10/kWh. Discount factors will not be used.
- B. The bids will be ranked based upon the criteria set forth in the ITB. Price will be considered as defined herein, but will not be the sole determining factor. Negotiations will be conducted with the highest ranked Bidder. If an agreement cannot be reached to the satisfaction of Augusta Water with the top ranked Bidder, then negotiations will be terminated with that Bidder and

then negotiations will then be started with the next lowest ranked Bidder. This sequence will continue until an agreement can be reached to the satisfaction of Augusta Water.

- C. Augusta Water reserves the right to not award/select any bid, if Augusta Water so chooses.
- D. Should Augusta Water determine in writing and in its sole discretion that only one Bidder is fully qualified, or that one Bidder is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Bidder.
- E. From the date that the bids are due, Augusta Water will have 60 days to issue Notice of Award to the Bidder.
- F. A written notice of award shall be provided to the successful Bidder within the specified acceptance period. It may be in the form of a letter, or PO, either of which shall be deemed a binding contract without further action by either party. If a formal contract is required, it shall be written and issued by the Augusta Water Director for execution by the Bidder. All copies shall then be returned to the Augusta Water Director, who will be responsible for providing proper signatures for Augusta Water and dispersing copies.
- G. Notice of Award: Augusta Water will provide public notice announcing its decision to award the contract by posting the Notice of Intent to Award on its website (https://www.acsawater.com/bids) and by emailing the notice to all Bidders submitting a bid.

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#### 9. PRICE QUOTATION FORM

#### ITB No. 2315

Item #	Description	Price
1	Total Lump Sum Price	\$
Required and Bidder Proposed Add/Deduct Items		Price
AD-1	Daily Rate – Field Representative (Required)	\$
AD-2	36 Month Warranty (Required)	\$
AD-3	Add:	\$
AD-4	Deduct:	(\$)

#### MIDDLE RIVER WWTP AEROBIC DIGESTER BLOWER PROCUREMENT

Note: Prices are to include all charges, F.O.B. delivery, to Middle River WWTP 848 Laurel Hill Road, Verona, Virginia 24482.

Bidders Schedule		
Number of Calendar Days from issuance of PO to Deliver all Shop		
Drawings to Augusta Water:		
Number of Calendar Days from issuance of PO to Deliver Blower		
Equipment to Site:		

Exceptions to specification listed in the Scope of Services, if any, shall be enumerated below:

By:

(Business Name)

(Name and signature of person authorized to sign)

(Title of person authorized to sign)

Please return this completed form with Cost Bid.

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