



HOPKINSVILLE WATER ENVIRONMENT AUTHORITY

Bid Packet:

FY 2025-2026
Sealed Bid # 2526-05
Three Submersible Pumps at Northside Sewer Pump Station

Bid Opening:

Tuesday, November 18, 2025 11:00 A.M. CST
401 East 9th Street, Hopkinsville, KY, 42240, Boardroom

BID PACKET

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IMPORTANT: In the event any of the documents are not enclosed, please advise the Procurement Officer immediately.



INVITATION TO BID

Sealed bids for furnishing and delivering the following:

FY 2025-2026

Sealed Bid # 2526-05

Three Submersible Pumps at Northside Sewage Pump Station

will be received at HWEA's Main Office, 401 East 9th Street, P. O. Box 628, Hopkinsville, Kentucky, until 11:00 a.m., CST, on Tuesday November 18, 2025, at which time the bids will be opened and read aloud publicly in the HWEA Board Room, at the same address.

The Bid Packet contains the Invitation to Bid, General Conditions, Specifications, and Detailed Specifications.

GENERAL CONDITIONS

1. INSTRUCTIONS, SPECIFICATIONS AND FORMS

Instructions, specifications and forms may be obtained via the HWEA website, in person, or by email from the HWEA Procurement Officer at 401 East 9th Street, Hopkinsville, KY, 42240. Telephone number 270-887-2782, email mwesterfield@hwea-ky.com, or see our website at www.hwea-ky.com.

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

FY 2025-2026

Sealed Bid # 2526-05

Three Submersible Pumps at Northside Sewage Pump Station – DO NOT OPEN

- (c) Sealed bids will be received at HWEA's Main Office, 401 East 9th Street, Hopkinsville, KY 42240 (hand-delivered/ courier), or by mail at P.O. Box 628, Hopkinsville, KY 42241, until 11:00 a.m. on Tuesday, November 18, 2025. Bids will be publicly opened and read aloud at that time in the HWEA Board Room. The sealed envelope containing the proposal must be enclosed in another envelope: FY 2025-2026 - SEALED BID # 2526-05 – Three Submersible Pumps at Northside Sewage Pump Station – DO NOT OPEN to the HWEA Procurement Officer, allowing sufficient time for such mailing to reach this address prior to the scheduled closing time for receipt of bids.
- (d) Additional information or clarifications of any of the instructions or information contained herein may be obtained from the Procurement Officer.
- (e) Any bidder or bidders finding any discrepancy in or omission from the specifications, in doubt as to their meaning, or believing that the specifications are discriminatory, shall notify the Procurement Officer in writing no later than five (5) calendar days prior to the scheduled bid opening. Exceptions as taken in no way obligates HWEA to change the specifications. All clarifications will be issued in writing (email and/or posted) as formal addenda by the Procurement Officer.
- (f) HWEA 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 Procurement Officer.

- (g) The successful bidder may have to purchase a City of Hopkinsville vendor's license prior to the official award of the bid, to meet the requirements of City of Hopkinsville ordinances.
- (h) Any bidder may withdraw their bid either in person or in writing at any time prior to the scheduled time for the receipt for bids. Withdrawals after the scheduled time for the receipt of bids will not be permitted.

2. AWARD OF CONTRACTS

- (a) The HWEA Board may award the contract to the bidder it finds to be the most responsive (considering price, time of delivery, compliance with specifications and past experiences) and not necessarily the lowest price. HWEA reserves the right to reject any and all bids. HWEA also reserves the right to give favorable consideration to local vendors of up to 10% over the price quoted for like products or services by non-local vendors. "Local Vendor" means any business which holds a current City of Hopkinsville operating Business License, provided all other material specifications and terms are met.
- (b) All bids will be awarded based on the most current edition of HWEA's Purchasing Policy, as amended.
- (c) All bids will be judged on the basis of best buy to HWEA and compliance with the General Conditions and conformance with the bid specifications. HWEA reserves the right to reject any and all bids.
- (d) Any other considerations or basis for judgment will be stated in the specifications.
- (e) Unless otherwise stated, the Procurement Officer reserves the right to award contracts or place orders to a single source or divide awards and orders or enact such combination which in their judgment, is in the best interest of HWEA.

3. DELIVERY

- (a) Item(s) are delivered F.O.B. HWEA at 502 Disposal Road, Hopkinsville, KY 42240 with delivery costs and applicable charges to be included in the bid.

4. COMPETITION

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

- (a) The Detailed Specifications, which may include a name of any manufacturer, trade name, or 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 shall be accompanied by such descriptive literature and documents as may be called for by the specifications or Bid Form.
- (d) Specifications provided are based on HWEA needs and uses, estimated costs of operation and maintenance, and other significant and / or limiting factors to meet HWEA requirements and shall be consistent with HWEA's policies. Minimum or maximum specifications where included, are not established arbitrarily to limit competition or to exclude otherwise competitive bidders.

5. DISPUTES

In cases of disputes, as to whether or not an item or service quoted or delivered meets specifications, the decision of the Procurement Officer, or authorized representative shall be final and binding on all parties. The Procurement Officer may request written recommendation of the head of the Department using the item.

6. EXCEPTIONS

The submission of a bid shall be considered an agreement to all the terms, conditions and specifications provided herein as listed 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 firm and irrevocable for a period of sixty (60) calendar days from the date of opening.

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). If a mistake is observed in arithmetic, unit prices govern, and the bid will be refigured accordingly.

9. DELIVERY TIME

The bidder is to indicate on the Bid Form the approximate time / date of the pumps to HWEA from date of signing contract.

10. WARRANTY

- (a) The pumps furnished in accordance with these specifications shall be guaranteed to be free from defects in workmanship, material or equipment.
- (b) Bidder must attach pump warranties to the bid.
- (c) Failure to include warranty documentation may render the bid non-responsive.

SPECIFICATIONS

1. GENERAL SPECIFICATIONS

- (a) All equipment is to be equipped with all manufacturer's standard equipment as listed in the manufacturer's literature.
- (b) The equipment shall be manufactured in production and shall be of good, listed quality as to workmanship and materials used.
- (c) All materials provided shall conform to AWWA E110 – Solids Handling Pumps for Wastewater Applications, latest revision.
- (d) The supplier shall be responsible for installation of the pumps, including providing any and all necessary equipment, tools, labor, supervision, inspections and materials to do so.
- (e) The supplier shall confirm SCADA connectivity / operation during start-up.

2. INFORMATION TO BE FURNISHED BY BIDDER

- (a) Each bid shall have attached the following information:
 - 1. A copy of manufacturer's warranty.
 - 2. A copy of the complete descriptive literature to include operation, installation and maintenance instructions.

3. EXCEPTIONS

- (a) 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 for;

FY 2025-2026
Sealed Bid # 2526-05
Three Submersible Pumps at Northside Sewage Pump Station

BIDDER SPECIFICATIONS

Bidder is requested to indicate either by writing "Comply" or "Exceptions" whether his product meets the minimum specifications as listed on this opposite side. If "Exception" is written, please indicate in the space provided the deviation.

ANY AND ALL BIDS WHICH ARE RETURNED MUST HAVE THE FOLLOWING PAGES COMPLETED AND RETURNED OR BID MAY NOT BE CONSIDERED.

DETAILED SPECIFICATIONS

MATERIALS

DESCRIPTION	COMPLY	EXCEPTION
Quantity of Three (3) 250HP Motor and Submersible Pump Assemblies.		
Adapter Kits (Complete, If Necessary).		
One (1) Complete Set of Spare Mechanical Seals.		
One (1) Set of Spare Impeller Adjustment Washers.		
One (1) Set of Spare O-Rings.		
One (1) Spare Ware Ring.		
One (1) Spare Impeller Screw.		
Five (5) Hard-Copy Operation & Maintenance Manuals.		

SUBMITTALS

DESCRIPTION	COMPLY	EXCEPTION
Shop Drawings		
Shop Tests		
Affidavit of Compliance		
Start-Up Reports		
Five (5) Year Warranty		

COMPATIBILITY

DESCRIPTION	COMPLY	EXCEPTION
Pumps Shall be Compatible with Existing VFD Make: PUMPSTART®, Model: PS200, ID#: ACS800-ITTPC-0270-5+C129+K458.		
Pumps Shall be Compatible with HWEA's SCADA		
Pumps Shall be Compatible with or Adapted to Existing 3" (Flygt) Stainless Steel Guiderails.		
Pumps Shall be Compatible with or Adapted to Existing 8" (Flygt) Discharge Elbows. (See Exhibit A).		
Pumps Shall be Compatible with Existing Control Panels.		

PUMP REQUIREMENTS

DESCRIPTION	COMPLY	EXCEPTION
Operating Point #01: 3,789 GPM @ 167.7 TDH		
Operating Point #02: 2,827 GPM @ 197.5 TDH		
Liquid to be Pumped: Raw Wastewater		
Shut-Off Head: 225' Minimum		
Discharge Connection: 8"		
Solids Handling: 3" Minimum		
Horse Power: 250 Maximum		
Power Available: 460V, 3Ø		
Operating Range: 70% - 100% (75% Typical)		
Power Cable: 60' Minimum		
Nuts & Bolts: 316 Stainless Steel		
Shaft: 431 Stainless Steel		
Cooling Jacket: Yes		

MOTORS

DESCRIPTION	COMPLY	EXCEPTION
Motors Shall Conform to Standards of the AIEE, ASA, and NEMA, Latest Revisions.		
Motors Shall be UL Listed.		
Motors Shall Have Routine Tests and the Efficiency and Power Factor at 100%, 75%, and 50% Loading Shall be Reported with the Pump Shop Drawings.		
Motors Shall Have a 1.15 Service Factor.		
Automatic Reset Thermal Overloads Shall be Provided.		
Motors Shall Have an Accurate Nameplate Firmly Attached, Which Shall Give as a Minimum: Manufacturer, HP, Phase, Hz, Frame, Voltage and Amps, RPM, Continuous Rating, Design, S.F. and Serial Number.		
Motors Shall be Designed for Continuous Operation and Shall be of a High Efficiency (87% Minimum) and High-Power Factor (85% Minimum or Furnish Capacitors) Design.		
Motors Shall be Explosion Proof.		

SCADA

DESCRIPTION	COMPLY	EXCEPTION
Bearing Temperature Sensor		
Stator Winding Temperature Sensor		
Stator Housing Leakage Sensor		
Existing SCADA Data		

PAINTING

DESCRIPTION	COMPLY	EXCEPTION
All Pumps Shall Have a Factory Applied Epoxy Coat.		



RECEIPT OF BID PACKET

FY 2025-2026
Sealed Bid # 2526-05
Three Submersible Pumps at Northside Sewage Pump Station

I hereby acknowledge receipt of the subject bid packet.

Company Authorized Signature

Date



BID FORM

Three Submersible Pumps

Manufacturer: _____

Model: _____

HP: _____

Delivery time in calendar days after award: _____

Warranty summary attached: Yes / No

Exceptions / Deviations attached: Yes / No

Installation Included: Yes / No

Confirmation of SCADA compatibility: Yes / No

Unit Cost: _____

Bid Total: _____



BID FORM

FY 2025 - 2026
Sealed Bid # 2526-05
Three Submersible Pumps at Northside Sewage Pump Station

Company Name: _____

Address: _____

Telephone: _____ Email: _____

I, the undersigned, do hereby certify that I am a duly authorized representative of
_____ located at _____

and I have carefully examined the Invitation to Bid, General Conditions, Specifications
and Bid Form and agree to all terms and conditions as set forth therein.

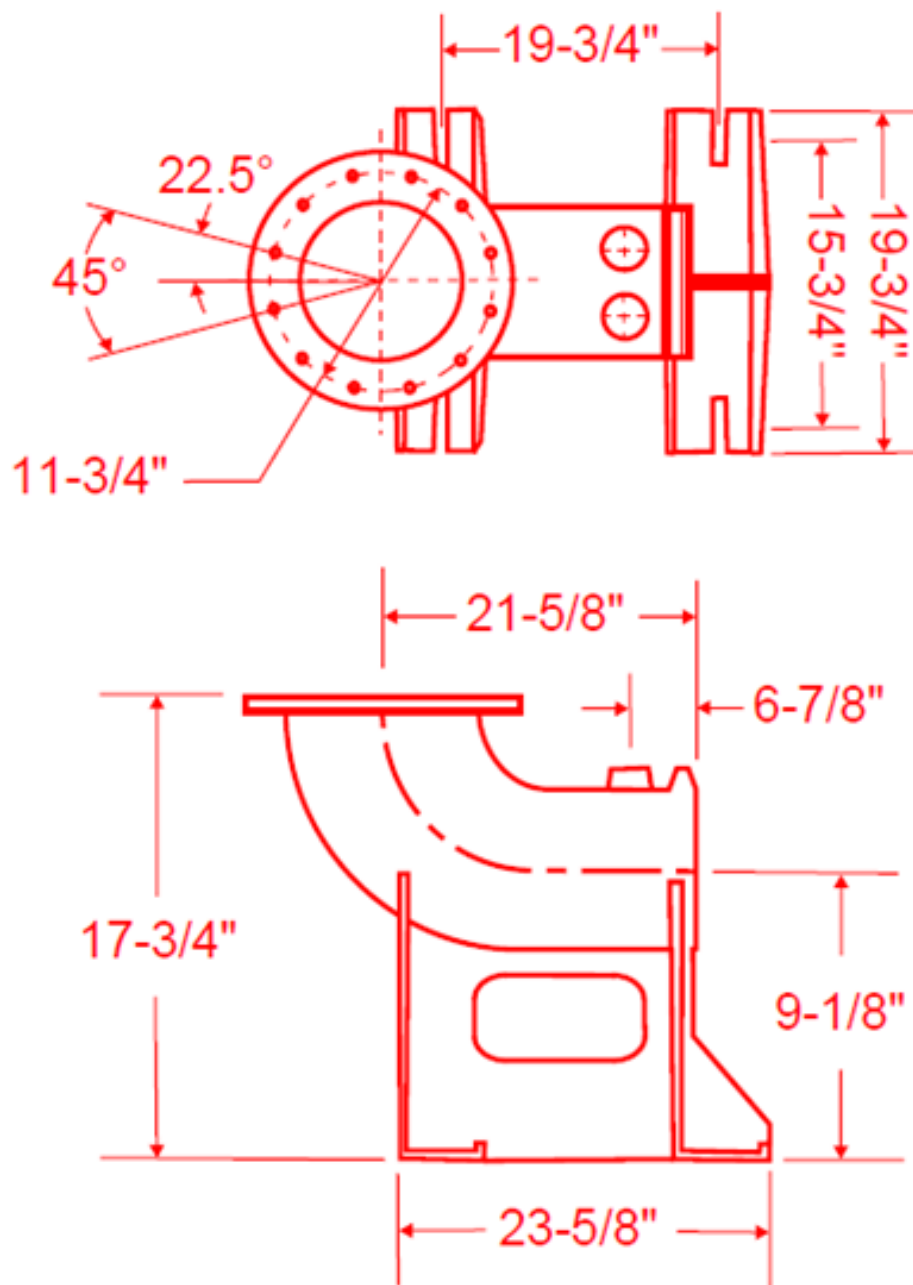
Signature: _____

Title: _____

State of _____, County of _____

Acknowledged before me this _____ day of _____, 2025

NOTARY PUBLIC
My Commission Expires: _____



NTS

DETAIL - EXISTING 8" DISCHARGE ELBOW(S)



Hopkinsville Water Environment Authority
401 East 9th St - PO Box 628
Hopkinsville, KY 42241-0628
270-887-4246 www.hwea-ky.com

Exhibit - A
DETAIL - EXISTING 8" DISCHARGE
ELBOW(S)
11/4/2025