



**DELIVERY ORDER  
REQUEST FOR PROPOSALS  
FOR  
JOC CONTRACT #'s 2019012.01-.04**

**DORFP NO. 2**

**CENTRAL WASTEWATER RECLAMATION FACILITY  
SODIUM HYPOCHLORITE TANK REPLACEMENT**

**IN BUCKEYE ARIZONA**

**CONTACT PERSON**

**Diana Landeros, Contracts Administrator**

**Finance Division**

**623.349.6191**

**[dlanderos@buckeyeaz.gov](mailto:dlanderos@buckeyeaz.gov)**

**SCHEDULE OF EVENTS**

Date Issued DORFP:	October 16, 2023
Site Walk/Pre-Submittal Meeting	October 19, 2023, 9:00 AM Local Time
Last Day for Questions:	October 23, 2023, no later than 3:00 PM local time
DORFP Due Date:	October 31, 2023, no later than 3:00 PM local time

**DELIVERY ORDER RFP  
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## SECTION I – GENERAL INFORMATION

This Delivery Order Request for Proposal (DORFP) is provided to all contractors under the Job Order Contracts 2019012.01-.04 for the Central Wastewater Reclamation Facility (WRF) Sodium Hypochlorite Tank Replacement (the “Contract”). Any awarded Delivery Order arising from this DORFP will be in strict conformance to the terms and conditions specified in the Contract.

This document will provide directions to those contractors awarded the subject Job Order Contract and provide information to those Contractors on how to prepare and submit your price proposals, and how those proposals will be evaluated. Each of the Job Order Contractors will be asked to provide project costs and schedules.

Proposals will be submitted electronically no later than **3:00 PM, local time on October 31, 2023**, via Bonfire.

### Scope of Work:

The City of Buckeye is requesting a quotation for the removal of an existing 6,000-gallon fiberglass sodium hypochlorite tank and the installation of a new 2,500-gallon poly tank at the Central Wastewater Reclamation Facility as outlined in Exhibit C.

The contractor shall furnish all labor, materials, and equipment to perform the work as outlined in the Scope of Work, Exhibit A, and Exhibit C for the project. The project is being divided into eight (8) separate tasks as follows:

- Removal and disposal of the existing 6,000-gallon fiberglass tank
- Purchase and installation of a new 2,500-gallon Poly tank (match existing)
- New and existing tanks to be labeled with 12.5% Sodium Hypochlorite, NFPA Diamond, Global Harmonization Pictograms and Maximum level in Gallons.
- Installation of new anchor and straps to bolt down the tanks to concrete pedestal.
- Installation of a new CPVC 2” fill line to both poly tanks (new 2,500 gallon and existing 2,500 gallon), to include isolation valves at each tank. 2” Cam-lock fitting with isolation valve and cap at hook up point, painting of all associated piping yellow and stenciled in black paint with flow directions arrows and label “Sodium Hypochlorite” (current existing line to be removed and disposed)
- Installation of a new CPVC 2” suction line to include isolation valve and flex joint at the bottom of the 2 poly tanks (new 2,500 gallon and existing 2,500 gallon), provide a new wye strainer, painted yellow and stenciled in black paint with flow direction arrows and “Sodium Hypochlorite” labeling (current existing line to be removed and disposed)
- Install 2” CPVC tank vents and overflows with supports and screens (Overflows shall be piped to 6” off containment floor)
- Installation of stainless-steel bracketry to accommodate and provide a Radar style level indicating instrument above tank (as per City of Buckeye Approved material)

All interested contractors are encouraged to attend the Site Walk for further instructions.

The construction of this project shall be in accordance with the MAG Uniform Standard Specifications for Public Works Construction, and standard specifications as outlined in the Base Job Order Contract latest edition with revisions and corrections thereto.

**Location of the Project:** 915 S 7<sup>th</sup> Street in the City of Buckeye, Arizona.

Due to the nature of this JOC DORFP, Proposals **will not** be opened publicly or read aloud by the City Clerk.

All contractors engaged in City of Buckeye construction shall be licensed in the State of Arizona.

The Delivery Order will be awarded to the JOC Contractor whose proposal is the lowest overall cost to the City and meets the required construction schedule. The City desires that all permitting, and construction work be completed within 298 calendar days following issuance of the Notice to Proceed to the successful proposer.

After receiving all price proposals, the City will enter into a Delivery Order contract with the selected JOC Contractor. The final executed contract documents will include, by reference, the Job Order Contract, this Delivery Order Request for Proposal (DORFP), the successful proposer's price proposal, the results of any negotiations, additional contract language, and signature pages.

The successful proposer is expected to enter into the standard form of agreement for Delivery Order Services. The Delivery Order terms and conditions are included in your Job Order Contract and Specifications associated with this Delivery Order.

Any doubt as to the requirements of this DORFP, or any apparent omission or discrepancy should be submitted in writing to Diana Landeros, Contracts Administrator at [dlanderos@buckeyeaz.gov](mailto:dlanderos@buckeyeaz.gov) or through the Bonfire portal. The City's representative will then determine the appropriate action. If necessary, the City's representative will issue a written amendment to the DORFP. Oral statements or instructions shall not constitute an amendment to this DORFP.

Contractors are responsible for obtaining any amendments through the City of Buckeye's Bonfire website.

**Site Walk/Pre-Submittal Meeting:**

A Site Walk/Pre-Submittal Meeting will be held for this DORF. Contractors interested in bidding on the project are encouraged to attend the site walk to obtain additional instructions. The Site Walk/Pre-Submittal Meeting will be held at the Central WRF located at 915 S 7<sup>th</sup> Street in Buckeye, Arizona at 9:00 AM local time on October 19, 2023.

Any questions arising from the site walk should be submitted formally via email or Bonfire to the Contracts Administrator.

## SECTION II – PROPOSAL SUBMISSION REQUIREMENTS

Proposals shall be uploaded to Bonfire on or before **3:00 PM, local time, October 31, 2023**, at <https://buckeyeaz.bonfirehub.com/opportunities/109973>. No public disclosure will be made until after award of the contract.

A tentative schedule should be included with your price proposal. A start date and end date for each item in the Price Proposal.

**Proposal name shall read: Central WRF SH Tank Replacement - (Company Name).** All documents required as part of the price proposal shall be completed, scanned as a .pdf, and uploaded to the City of Buckeye's Bonfire website. The .pdf shall include the project title and the name of the company submitting the bid.

**The Contractor assumes the responsibility for having the bid submitted on time via Bonfire at the website shown above. Any price proposal received after the Due Date and Time shall not be considered and will be returned to the Contractor. The Contractor assumes the risk of any delay in the electronic processing of the Contractor's submission through both parties (Contractor and City) network. Contractors must allow adequate time to ensure that the uploads are timely received by the City at the designated website address.** All times referenced are Buckeye, Arizona local times. Contractors agree to accept the time and date that is recorded on the Bonfire website as the official time. Any submissions that are 3:01 PM or later on the scheduled due date will be considered late and therefore, returned to sender.

**PROPOSAL:** All price proposals must be submitted using the Bid Table in Bonfire. The tasks are outlined in the Bid Table as shown in Exhibit A.

You may withdraw your proposal at any time prior to the time and date set for closing. Proposals withdrawn after opening but prior to award may be withdrawn in accordance with the City of Buckeye Procurement Code.

The City reserves the right to conduct discussions with individual JOC Contractors, to accept revisions of proposals, and to negotiate price changes. During this discussion period, the City will not disclose any information derived from proposals submitted, or from discussions with other proposers. Once an award is made, the DORFP file, and the proposals contained therein, are in the public record and will be disclosed upon request.

If you are submitting any information you consider proprietary, you must place it in a separate attachment and mark it "Proprietary Information". If the Manager of Construction and Contracting agrees, this information will not be considered public information. The City Manager is the final authority as to the extent of material, which is considered proprietary or confidential. Pricing information cannot be considered proprietary.

Your proposal should be submitted in the format shown below. Proposals in any other format will be considered informal and may be rejected. Conditional proposals will not be considered. An individual authorized who executed the original JOC Contract must sign all proposals. Proposals that are not signed may be rejected.

The City reserves the right to reject any or all proposals or any part thereof, or to accept any proposal, or any part thereof, or to withhold the award and to waive or decline to waive irregularities in any proposal when it determines that it is in its best interest to do so. The City also reserves the right to hold all proposals for a period of 60 days after the closing date of this DORFP.

All JOC Contractors submitting a proposal shall be deemed to have read and understood all the terms, conditions, and requirements in the specifications/scope of work.

All responses and accompanying documentation will become the property of the City at the time the proposals are received.

All formal inquiries or requests for significant or material clarification or interpretation, or notification to the City of errors or omissions relating to this DORFP must be directed, in writing to:

**City of Buckeye**  
**530 East Monroe Avenue**  
**Buckeye, AZ 85326**  
**Attn: Diana Landeros**  
[dlanderos@buckeyeaz.gov](mailto:dlanderos@buckeyeaz.gov) 623.349.6191

**All questions must be submitted no later than 3:00 PM, October 23, 2023.** The City believes that it can best maintain its reputation for treating all contractors in a fair, honest, and consistent manner by conducting solicitations in good faith and by granting competitors an equal opportunity to win an award. If you feel that we have fallen short of these goals, you may submit a protest pursuant to the Procurement Code of Buckeye.

### **SECTION III - EVALUATION PROCESS**

**PROPOSAL:** Proposals will be submitted using the PROPOSAL SUBMITTAL SHEET, Exhibit A, and the Bid Table in Bonfire.

No electronic proposal will be reviewed unless accompanied by a scanned copy of the proposal guarantee of certified check, cashier's check, or surety bond on the form provided in Exhibit B, in the amount of ten percent (10%) of the proposed design and construction cost.

**EXHIBIT A**  
**PROPOSAL SUBMISSION SHEET**

**PROPOSAL**

City Project Name: **Central Wastewater Reclamation Facility Sodium Hypochlorite Tank Replacement**

Solicitation No: **DORFP #2; JOC No. 2019012.01-.04**

Date: \_\_\_\_\_

Proposal from: \_\_\_\_\_  
(Name of Firm)

To: City of Buckeye, Finance Division

The following proposal is made for construction services for the City of Buckeye, Arizona, in accordance with Construction Documents. The undersigned certifies that the Construction Documents, as well as the proposed construction site and conditions affecting the Work have been carefully examined; that the amount and nature of the Work to be done is thoroughly understood; and that at no time will misunderstanding of the drawings, specifications, or conditions to be overcome be pleaded.

The undersigned certifies that he or his firm is currently licensed under the provisions of ARS Sections 32-1151 and 32-1169. The undersigned further certifies that he or his firm has a privilege license pursuant to ARS Section 42-5005.

The undersigned has/will execute the Job Order Contract Delivery Order if awarded the Contract. Any exceptions to the terms and conditions have been stated in writing and submitted on a separate sheet with this price proposal. The undersigned understands that any exceptions taken to the Construction Contract which are not accepted and/or approved by the City may be a basis for rejection of the Price Proposal as nonresponsive.

RECEIPT BY THE UNDERSIGNED OF THE FOLLOWING ADDENDA IS HEREBY ACKNOWLEDGED:

AMENDMENT NUMBER: \_\_\_\_\_ DATED: \_\_\_\_\_

AMENDMENT NUMBER: \_\_\_\_\_ DATED: \_\_\_\_\_

AMENDMENT NUMBER: \_\_\_\_\_ DATED: \_\_\_\_\_



**LUMP SUM PROPOSAL:**

The undersigned proposes to complete all of the Work in accordance with said Construction Documents, plans, specification, and all associated addenda for the lump sum of Items #1-8:

\_\_\_\_\_ Dollars  
 (\$ \_\_\_\_\_).

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.)

**SCOPE OF WORK:**

The table below is made for the construction services for the Central WRF Sodium Hypochlorite Tank Replacement, in accordance with the scope of work as outlined in Exhibit C and the Bid Table in the City of Buckeye’s Bonfire website. The services will be awarded according to available funding. The City retains the right to award any individual item or all items listed below according to available funding.

<b>Central WRF Sodium Hypochlorite Tank Replacement</b>		
<b>Item No.</b>	<b>Description</b>	<b>Bid Amount</b>
<b>1</b>	Removal and disposal of the existing 6,000-gallon fiberglass tank	\$
<b>2</b>	Purchase and installation of a new 2,500-gallon Poly tank	\$
<b>3</b>	Label new and existing tanks	\$
<b>4</b>	Installation of new anchor and straps to bolt down the tanks to concrete pedestal	\$
<b>5</b>	Installation of a new CPVC 2" fill line to both Poly tanks	\$
<b>6</b>	Installation of a new CPVC 2" suction line	\$
<b>7</b>	Installation of 2" CPVC tank vents and overflows with supports and screens	\$
<b>8</b>	Installation of stainless steel bracketry to accommodate and provide a radar style level indicating instrument above tank	\$
<b>Total</b>		\$

Submitted by: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

Principal Office: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

M \_\_\_\_\_ being duly sworn deposes and says that he/she is the \_\_\_\_\_ of \_\_\_\_\_ Contractor(s), and that answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_ day of \_\_\_\_\_, 20\_\_

SIGNATURE: \_\_\_\_\_

**EXHIBIT B  
SURETY BOND**

**SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, \_\_\_\_\_

\_\_\_\_\_  
(Contractor's Name)

as Principal, and \_\_\_\_\_, as Surety, are hereby held and firmly bound into City of Buckeye as OWNER in the penal sum of \_\_\_\_\_ for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

The Condition of the above obligation is such that whereas the Principal has submitted a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for: **DORFP #2; JOC Contract 2019012.01-.04 CENTRAL WASTEWATER RECLAMATION FACILITY SODIUM HYPOCHLORITE TANK REPLACEMENT.**

Now, therefore, if the obligee accepts the proposal of the principal and the principal enters into a contract with the obligee in accordance with the terms of the proposal and gives the bonds and certificates of insurance as specified in the standard specifications with good and sufficient surety for the faithful performance of the contract and for the prompt payment of labor and materials furnished in the prosecution of the contract, or in the event of the failure of the principal to enter into the contract and give the bonds and certificates of insurance, if the principal pays to the obligee the difference not to exceed the penalty of the bond between the amount specified in the proposal and such larger amount for which the obligee may in good faith contract with another party to perform the work covered by the proposal then this obligation is void. Otherwise, it remains in full force and effect provided, however, that this bond is executed pursuant to the provisions of § 34-201, Arizona Revised Statutes, and all liabilities on this bond shall be determined in accordance with the provisions of the section to the extent as if it were copied at length herein.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

\_\_\_\_\_  
(Principal) (L.S.)

\_\_\_\_\_  
(Name of Surety)

By: \_\_\_\_\_  
(Signature)

**EXHIBIT C  
SCOPE OF WORK**



## **City of Buckeye Central WRF Sodium Hypochlorite Tank Replacement**

**Site Address: 915 S 7<sup>th</sup> Street Buckeye AZ 85326**

### **Purpose**

The purpose of this scope of work is for the removal and replacement of an existing 6,000 gallon fiberglass sodium hypochlorite tank and install a new 2,500 gallon poly tank, replacement of piping for both the fill and suction lines to the current existing and new tank.

### **Task**

- Removal and disposal of the existing 6,000 gallon fiberglass tank
- Purchase and installation of a new 2,500 gallon Poly tank (match existing)
- New and existing tanks to be labeled with 12.5% Sodium Hypochlorite, NFPA Diamond, Global Harmonization Pictograms and Maximum level in Gallons
- Installation of new anchor and straps to bolt down the tanks to concrete pedestal
- Installation of a new CPVC 2" fill line to both poly tanks (new 2,500 gallon and existing 2,500 gallon), to include isolation valves at each tank. 2" Cam-lock fitting with isolation valve and cap at hook up point, painting of all associated piping yellow and stenciled in black paint with flow directions arrows and label "Sodium Hypochlorite" (current existing line to be removed and disposed)
- Installation of a new CPVC 2" suction line to include isolation valve and flex joint at the bottom of the 2 poly tanks (new 2,500 gallon and existing 2,500 gallon), provide a new wye strainer, painted yellow and stenciled in black paint with flow direction arrows and "Sodium Hypochlorite" labeling (current existing line to be removed and disposed)
- Install 2" CPVC tank vents and overflows with supports and screens (Overflows shall be piped to 6" off containment floor)
- Installation of stainless steel bracketry to accommodate and provide a Radar style level indicating instrument above tank (as per City of Buckeye Approved material)

### **Communication**

- Communication will be via email or phone calls to Keith Edwards, WW Maint. Supervisor, at [kedwards@buckeyeaz.gov](mailto:kedwards@buckeyeaz.gov) (623) 203-0246. Any schedule requests, either for bidding or performing of work, shall be sent 48 business hours in advance.

### **Safety**

- Contractor is responsible for all LOTO requirements
- Contractor shall ensure all assigned staff has and utilizes any required PPE

### **Completion**

- Upon completion, contractor will demonstrate to City Staff successful function/leak testing. Once City Staff has signed off and approved full completion of the project, contractor can submit for final payment.