



## Finance Department

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[www.cityofmadison.com/finance/purchasing](http://www.cityofmadison.com/finance/purchasing)

**Purchasing Services**

### REQUEST FOR QUOTATION

RFQ #: 5315-0-2024-TJ  
For: Hydrants  
Released Date: Friday, April 05, 2024  
Due Date: Friday, April 19, 2024 @ 2:00 PM CST  
City Agency: Water Utility

#### Method of Delivery Options

Email Quotation to: [bids@cityofmadison.com](mailto:bids@cityofmadison.com)

## 1 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

### 1.1 Applicable Terms and Conditions

- Products or Equipment. All quotations for supplies and/or equipment must be submitted in accordance with the specifications contained in this solicitation and City of Madison Standard Terms and Conditions.
- Services. All quotations for services must be submitted in accordance with; the specifications contained in this solicitation, City of Madison Standard Terms and Conditions, and Purchase of Services Contract.
- Copies. Copies of above-referenced forms are available from the Purchasing Office or from the following link:  
<https://www.cityofmadison.com/finance/purchasing/vendor-resources>

### 1.2 Delivered Prices Only

Prices quoted must include shipping charges, FOB Madison.

### 1.3 Substitutes

If offering a substitute item, include manufacturer, number, model, specifications and product literature. The City will evaluate substitutes and make the final determination of equivalency.

### 1.4 Partial Order

Unless otherwise noted, it will be assumed that bidder will accept an order for all or part of the items priced.

## 1.5 Award

The City will award the bid to the responsive and responsible bidder whose bid is most advantageous to the City. In determining the most advantageous bid, the City will consider criteria such as, but not limited to, cost, quality/workmanship, compatibility, standardization, major and minor exceptions to our specifications, superior design features, warranty, delivery, past experience, installation, equality, discount, customer satisfaction, bidder's past performance and/or service reputation, and service capability. The City may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards. After the due date, no quotes may be withdrawn for a period of 90 days or as otherwise specified or provided by law.

## 2 CONTACTS

Technical:	For questions regarding technical specifications.	Jeff Belshaw City of Madison Water Utility (608) 261-9835 <a href="mailto:jbelshaw@cityofmadison.com">jbelshaw@cityofmadison.com</a>
Buyer:	For questions regarding instructions, terms & conditions.	Tammy Jones City of Madison Purchasing Services <a href="mailto:bids@cityofmadison.com">bids@cityofmadison.com</a>

## 3 BID DISTRIBUTION NETWORK

Please note that the City no longer maintains an in-house bidders' list. **Notification of bid opportunities, addenda, tabulations and awards will only be made to subscribers via these networks.**

State of Wisconsin VendorNet System: State of Wisconsin and local agencies bid network. Registration is free. <http://vendornet.state.wi.us/vendornet>

DemandStar by Onvia: National bid network – Free subscription is available to access bids from the City of Madison and other Wisconsin agencies, participating in the Wisconsin Association of Public Purchasers (WAPP). A fee is required if subscribing to multiple agencies that are not included in WAPP.

Bid Opportunities: [www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm](http://www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm)

Home Page: [www.demandstar.com](http://www.demandstar.com)

To Register: <https://www.demandstar.com/app/registration>

Please note when registering: Pick the **Wisconsin Association of Public Procurement (WAPP)** to select all current Wisconsin government agencies.

## 4 LOCAL VENDOR PREFERENCE

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

[www.cityofmadison.com/business/localPurchasing](http://www.cityofmadison.com/business/localPurchasing)

## 5 SPECIFICATIONS

Conform to the requirements specified herein for the type and class of material named. The Engineer reserves the right to reject any materials not meeting these Specifications. See 'Form A: Price Proposal' for associated bid quantities and the Bid Form worksheet.

Material Requirements – HYDRANTS:

Acceptable models:

- AFC Waterous Pacer WB-67

In addition, they must meet the following requirements:

- All hydrants shall be “breakaway.”
- 5” valve opening
- 5’ cover for installation in 5’6” trench
- 6’ cover for installation in 6’6” trench
- 7’ cover for installation in 7’6” trench.
- One piece hydrant barrel
- Center line of nozzles shall be designed for minimum of 17” above ground level
- (2) 2 ½” side nozzles
- (1) 4 ½” pumper nozzle
- 6” mechanical joint bottom connection to mechanical joint pipe with conductive M.J. (no lead) gasket and necessary accessories
- Hydrant open left
- National Standard threads and operating nut shape
- Paint: Red with blue nozzle caps. Waterous color M4152 (Houston Blue), or equal
- Caps chained and attached to hydrant
- 360 degrees top rotation
- Dry top-operating threads to be sealed when opened
- Brass to brass foot valve
- Upper valve plate to be brass
- Bronze shaft sleeve
- Plastic drain valve facing (otherwise, drain tube / drain valve assembly)
- All specifications to be verified by bidder

Annual estimate of hydrants needed for purchase: 35 to 100 hydrants, Minimum order: 35 hydrants.

Delivery: F.O.B. via open type truck to: Madison Water Utility  
110 S. Paterson Street  
Madison, WI 53703

Twenty-four (24)-hour notice of delivery is required. Call 608-266-4790.

No payment until total shipment is received. If shipment is not made as promised, Water Utility will buy on open market and back charge against your quote.



# Form A: Price Proposal

**RFQ #: 5315-0-2024-TJ Hydrants**

*This form must be returned with your response.*

Materials shall conform to the requirements specified in this solicitation. The Engineer reserves the right to reject any materials not meeting these Specifications. Complete the requested information and return via instructions on Page 1 of RFQ. Bidder hereby offers:

**HYDRANTS:**

Item	Quantity	Description	Manufacturer & Model	Unit Price	Volume Discount	Extended Price
1	2	Clow M Repair Kit (Medallion)		\$	\$	\$
2	1	K81 24" Extension (Kennedy)		\$	\$	\$
3	3	K81 Repair Kit (Kennedy)		\$	\$	\$
4	2	K81-14 Upper Stem (Kennedy)		\$	\$	\$
5	10	WB67 #35 Main Foot Valve		\$	\$	\$
6	6	WB67 Drain Plunger (Plastic)		\$	\$	\$
7	10	WB67 6" Extension Kit		\$	\$	\$
8	20	WB67 Traffic Repair Kit (K528)		\$	\$	\$
9	10	5'6" Hydrant		\$	\$	\$
10	25	6' Hydrant		\$	\$	\$
11	35	6'6" Hydrant		\$	\$	\$
12	20	7' Hydrant		\$	\$	\$
13	15	7'6" Hydrant		\$	\$	\$
					Total	\$

Delivery Requirements:

- F.O.B. via open type truck to: Madison Water Utility  
110 S. Paterson Street  
Madison, WI 53703
  
- At least 24-hour notice is required prior to delivery. Call: (608) 266-4790.
- No payment until total shipment is received. If shipment is not made as promised, Water Utility will buy on open market and back charge against your quote.

Days to Delivery After Receipt of Order: \_\_\_\_\_

Is price firm for one year from date of bid? Yes \_\_\_\_\_ No \_\_\_\_\_

If No, price firm for \_\_\_\_\_ days.

Term Discount: \_\_\_\_\_ (i.e. 1% if paid in 15 days, net 30, etc.)

Above bid submitted by:

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COMPANY NAME



## Form B: Bidder Information

RFQ #: 5315-0-2024-TJ Hydrants

*This form must be returned with your response.*

### BIDDER INFORMATION

COMPANY NAME			
ADDRESS	CITY	STATE	ZIP
BIDDER'S NAME	TITLE		
EMAIL			
SIGNATURE	TELEPHONE NUMBER		
DATE	FAX NUMBER		

### LOCAL VENDOR STATUS

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website.

CHECK ONLY ONE:

- Yes**, we are a local vendor *and* have registered on the City of Madison website under the following category: \_\_\_\_\_ [www.cityofmadison.com/business/localPurchasing](http://www.cityofmadison.com/business/localPurchasing)
- No**, we are not a local vendor or have not registered.