

CONTRACT DOCUMENTS

**CITY OF LINCOLN
NEBRASKA**

**ANNUAL SUPPLY
OF
INVENSYS METER PARTS FOR LWS AMR PROGRAM
BID NO. 14-225**

**HD Supply Waterworks
10707 So. 149th St.
Omaha, NE 68127
402.896.6173**

**CITY OF LINCOLN
CONTRACT TERMS**

THIS CONTRACT, made and entered into by and between **HD Supply Waterworks, 10707 So. 149th St., Omaha, NE 68127**, hereinafter called "Contractor", and the City of Lincoln, Nebraska, a municipal corporation, hereinafter called "City".

WHEREAS, the City has caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

Annual Supply of Invensys Meter Parts for LWS AMR Program, Bid No. 14-225

and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the City, in the manner and at the time specified, a sealed Proposal/Supplier Response in accordance with the terms of said advertisement; and,

WHEREAS, the City, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals/Supplier Responses submitted in response to such advertisement, and as a result of such canvass has determined and declared the Contractor to be the lowest responsible bidder for the said Work for the sum or sums named in the Contractor's Proposal/Supplier Responses, a copy thereof being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the mutual covenants herein contained, the Contractor and the City has agreed and hereby agree as follows:

1. The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute and complete all Work included in and covered by the City's award of this Contract to the Contractor, such award being based on the acceptance by the City of the Contractor's Proposal, or part thereof, as follows:

Agreement to full proposal.

2. The City agrees to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefore, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the City:

The City will pay for products/service, according to the Line Item pricing as listed in Contractors Proposal/Supplier Response, a copy thereof being attached to and made a part of this Contract. The City shall order on an as needed basis for the duration of the contract. The total cost of products or services for City departments shall not exceed \$60,529.50 during the contract term without approval.

3. Equal Employment Opportunity. In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

4. E-Verify. In accordance with Neb. Rev. Stat. 4-108 through 4-114, the contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. The Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. The contractor shall require any subcontractor to comply with the provisions of this section.
5. Termination. This Contract may be terminated by the following:
 - 5.1) Termination for Convenience. Either party may terminate this Contract upon thirty (30) days written notice to the other party for any reason without penalty.
 - 5.2) Termination for Cause. The City may terminate the Contract for cause if the Contractor:
 - 5.2.1) Refuses or fails to supply the proper labor, materials and equipment necessary to provide services and/or commodities.
 - 5.2.2) Disregards Federal, State or local laws, ordinances, regulations, resolutions or orders.
 - 5.2.3) Otherwise commits a substantial breach or default of any provision of the Contract Document. In the event of a substantial breach or default the City will provide the Contractor written notice of said breach or default and allow the Contractor ten (10) days from the date of the written notice to cure such breach or default. If said breach or default is not cured within ten (10) days from the date of notice, then the contract shall terminate.
6. Independent Contractor. It is the express intent of the parties that this contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the City and employees of the City shall not be deemed to be employees of the Contractor. The Contractor and the City shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the City's employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
7. Period of Performance. This Contract shall be effective upon execution by both parties. The term of the contract is for a one (1) year term with the option for three (3) additional one (1) year renewals from the date of the executed contract.
8. The Contract Documents comprise the Contract, and consist of the following:
 1. Contract Terms
 2. Accepted Proposal/Supplier Response
 3. Specifications
 4. Special Provisions
 5. Instructions to Bidders
 6. Notice to Bidders

The herein above mentioned Contract Documents form this Contract and are a part of the Contract as if hereto attached.

The Contractor and the City hereby agree that all the terms and conditions of this Contract shall be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Contractor and the City do hereby execute this contract.

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

CITY OF LINCOLN, NEBRASKA

City Clerk

Mayor

Approved by:

Approved by Executive No. _____

dated _____

EXECUTION BY CONTRACTOR

IF A CORPORATION:

ATTEST:

Name of Corporation

Secretary (SEAL)

(Address)

By: _____
Duly Authorized Official

Legal Title of Official

IF OTHER TYPE OF ORGANIZATION:

H.D. Supply Waterworks

Name of Organization

Partnership

Type of Organization

10707 S 149th St. Omaha NE 68138

(Address)

By: *Charles Meyer*

Member

By: _____
Member

IF AN INDIVIDUAL:

Name

Address

Signature

IN WITNESS WHEREOF, the Contractor and the City do hereby execute this contract.

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

CITY OF LINCOLN, NEBRASKA

City Clerk

Mayor

Approved by:

Approved by Executive No. _____

dated _____

EXECUTION BY CONTRACTOR

IF A CORPORATION:

ATTEST:

Name of Corporation

Secretary (SEAL)

(Address)

By: _____
Duly Authorized Official

Legal Title of Official

IF OTHER TYPE OF ORGANIZATION:

H.O. Supply Waterworks
Name of Organization

Partnership
Type of Organization

10707 S 149th St, Omaha NE 68138
(Address)

By: Chabon Hagan
Member

By: _____
Member

IF AN INDIVIDUAL:

Name

Address

Signature

City of Lincoln/Lancaster County (Lincoln Purchasing) Supplier Response

Bid Information		Contact Information		Ship to Information	
Bid Creator	Sharon R. Mulder Asst Purchasing Agent	Address	Purchasing\City & County	Address	Public Works & Utilities, Water System
Email	smulder@lincoln.ne.gov		440 S. 8th St.		2021 N. 27th st.
Phone	(402) 441-7428		Lincoln, NE 68508		Lincoln, NE 68503
Fax	(402) 441-6513	Contact	Sharon Mulder, Asst. Purchasing Agent	Contact	
Bid Number	14-225	Department		Department	
Title	Annual Supply of Invensys Meter Parts for LWS AMR Program	Building		Building	
Bid Type	Bid	Floor/Room		Floor/Room	
Issue Date	08/29/2014	Telephone	1 (402) 441-7428	Telephone	
Close Date	9/12/2014 12:00:00 PM CT	Fax	1 (402) 441-6513	Fax	
Need by Date		Email	smulder@lincoln.ne.gov	Email	

Supplier Information

Company	HD Supply Waterworks
Address	10707 S 149th St
	Omaha, NE 68127
Contact	Elizabeth Grazier
Department	Customer Service
Building	
Floor/Room	
Telephone	1 (402) 8966173
Fax	1 (402) 8966379
Email	elizabeth.grazier@hdsupply.com
Submitted	8/29/2014 2:57:09 PM CT
Total	\$60,529.50

Signature _____

Supplier Notes

Bid Notes

If you need assistance in preparing your bid, there are several options.

1) Click the the "Help" button in the upper right hand corner of any screen; 2) Contact our office for a training session in Purchasing or assistance over the phone; 3) View the PowerPoint presentation at <http://www.lincoln.ne.gov/city/finance/purch/spec/veninst.ppt>

Bid Activities

Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Instructions to Bidders	I acknowledge reading and understanding the Instructions to Bidders.	Yes
2	Sample Contract	I acknowledge reading and understanding the sample contract.	Yes
3	Renewal is an Option	Contract Extension Renewal is an option.	Yes
4	Term Clause of Contract	I acknowledge that the term of the contract is for a one (1) year term with the option for three (3) additional one (1) year renewals from the date of the executed contract. (a) Are your bid prices firm for the first one (1) year contract period. YES or NO (b) Are your bid prices subject to escalation/de-escalation YES or NO (c) If (b), state period for which prices will remain firm: through _____	yes, yes, 2015
5	Special Provision Term Contract Provisions	I acknowledge reading and understanding the Special Provision Term Contract Provisions.	Yes
6	Contact	Name of person submitting this bid:	Elizabeth Grazier
7	Specifications	I acknowledge reading and understanding the specifications.	Yes
8	Bid Documents	I acknowledge and accept that it is my responsibility as a Bidder to promptly notify the Purchasing Department Staff prior to the close of the bid of any ambiguity, inconsistency or error which I may discover upon examination of the bid documents including, but not limited to the Specifications.	Yes
9	Delivery	State number of delivery days ARO. FOB to the City/County at the location specified with all transportation charges paid.	14
10	Kindred Pricing	Kindred pricing for City, i.e., list percent off, catalog number, or other method approved by City.	list
11	Bid award	I acknowledge and understand that the City, County and/or Public Building Commission reserves the right to award bids item-by-item, with or without alternates/options, by groups, or "lump sum" such as shall best serve the requirements and interests of the City, County and/or Public Building Commission. If your pricing is based on an all-or-nothing basis, please indicate so in the Supplier Notes section of your E-Bid response.	Yes
12	Quantities	I acknowledge that the quantities listed for each line item are an estimated yearly amount. The City does not guarantee any dollar amount or order quantities for the term of the contract.	Y
13	Not tax exempt	I acknowledge that this project is not tax exempt.	Yes
14	Electronic Signature	Please check here for your electronic signature.	Yes

Line Items

#	Qty	UOM	Description	Response
1	1	PKG	Miscellaneous Meters & Parts	\$44,127.75

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
1.1	60	EA	1 1/2" SR Chambers Complete	290.37

Supplier Notes:

1.2	60	EA	2" SR Chambers Complete	325.23
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Supplier Notes:

1.3	75	EA	1 1/2" ECRWP Register 100 Cubic Feet	47.57
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Supplier Notes:

1.4	75	EA	2" ECRWP Register Cubic Feet - 100 Cubic Feet	47.57
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Supplier Notes:

1.5	15	EA	W160 ECRWP Register Cubic Feet - 100 Cubic Feet	No Bid
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Supplier Notes:

1.6	15	EA	W2000 6" ECRWP Register - 100 Cubic Feet	No Bid
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Supplier Notes:

1.7	6	EA	3" SRH ECRWP Register Cubic Feet	No Bid
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Supplier Notes:

1.8	4	EA	10" W5500 ECRWP Register Cubic Feet	No Bid
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Supplier Notes:

1.9	30	EA	6" Turbine Gaskets	No Bid
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Supplier Notes:

1.10	30	EA	2" Turbine Gaskets W-160	No Bid
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Supplier
Notes:

1.11	10	EA	#17 Rotor Cap for Turbine Model W-160	No Bid
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Supplier
Notes:

1.12	10	EA	Part # 505 Turbo/Compound ECRWP Conversion Kit	No Bid
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Supplier
Notes:

1.13	10	EA	Part # 5191261060902 MEAS CHB 2 W160 ECRWP 100 CF 25' MMP ASY1R4W1B	No Bid
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Supplier
Notes:

1.14	2	EA	Part # 5191661060903 MEAS CHB 4 W1000 ECRWP 500 CF25' MMP ASY 5W1W-W/R	No Bid
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Supplier
Notes:

1.15	3	EA	Part #5191861060903 MEAS CHB 6 W2000 ECRWP 500CF 25' MMP ASY 5W1W-W/R	No Bid
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Supplier
Notes:

1.16	10	EA	Part #5191461030012 MEAS CHB 3LPT 125W DR 10CF MMP ASY 5W1B W/TST Curve	No Bid
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Supplier
Notes:

1.17	75	EA	ILL No.4 Register Gasket	0.75
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Supplier
Notes:

2	1	PKG	SR Sealed Register Water Meters 1 1/2" through 2"	\$16,401.75
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Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
2.1	75	EA	ILL. No. 4, Register Gasket	0.75

Supplier
Notes:

2.2	25	EA	ILL No. 5, Register Retainer	3.36
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Supplier
Notes:

2.3	50	EA	ILL No. 9A, Measuring Chamber Complete Rocksyn, Refer to MMP Provisions on PD-299	325.23
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Supplier
Notes:

3	1	PKG	Series "W" Turbo Meters W-160, Refer to MMP Provisions TM-899	No Bid
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Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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3.1	10	EA	Sealed Register	No Bid
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Supplier
Notes:

3.2	5	EA	Adjusting Van O-Ring	No Bid
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Supplier
Notes:

3.3	2	EA	Adjusting Vane	No Bid
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Supplier
Notes:

3.4	2	EA	Adjusting Vane Cap	No Bid
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Supplier
Notes:

3.5	2	EA	Adjusting Vane Lock Nut	No Bid
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Supplier
Notes:

3.6	2	EA	Adjusting Vane Lock Washer	No Bid
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Supplier
Notes:

3.7	2	EA	Rotor	No Bid
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Supplier
Notes:

3.8 2 EA Face Plate, plastic, Upgrade assembly No Bid

Supplier
Notes:

3.9 20 EA Main Flange Gasket

Supplier
Notes:

4 1 PKG Series "W" Turbo Meters, W-350 No Bid

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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4.1 3 EA Sealed Register

Supplier
Notes:

4.2 5 EA Adjusted Vane "O" Ring

Supplier
Notes:

4.3 2 EA Adjusting Vane

Supplier
Notes:

4.4 2 EA Adjusting Vane Cap

Supplier
Notes:

4.5 2 EA Adjusting Vane Lock Nut

Supplier
Notes:

4.6 2 EA Adjusting Vane Washer

Supplier
Notes:

4.7 1 EA Rotor

Supplier
Notes:

4.8 2 EA Face Plate, plastic, Upgrade Assembly

Supplier
Notes:

4.9 20 EA Main Flange Gasket Series "W" Meters, 125-W

Supplier
Notes:

4.10 10 EA Sealed Register

Supplier
Notes:

4.11 5 EA Adjusting Vane "O" Ring

Supplier
Notes:

4.12 5 EA Adjusting Vane

Supplier
Notes:

4.13 2 EA Adjusting Vane Cap

Supplier
Notes:

4.14 2 EA Adjusting Vane Lock Nut

Supplier
Notes:

4.15 2 EA Adjusting Vane Lock Washer

Supplier
Notes:

4.16 4 EA Rotor

Supplier
Notes:

5 1 PKG Main Flange Gasket Series "W" Turbo Meters, 125-W

No Bid

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
5.1	10	EA	Sealed Register	
Supplier Notes:				
5.2	5	EA	Adjusting Van O-Ring	
Supplier Notes:				
5.3	5	EA	Adjusting Vane	
Supplier Notes:				
5.4	2	EA	Adjusting Vane Cap	
Supplier Notes:				
5.5	2	EA	Adjusting Vane Lock Nut	
Supplier Notes:				
5.6	2	EA	Adjusting Vane Lock Washer	
Supplier Notes:				
5.7	4	EA	Rotor	
Supplier Notes:				
5.8	6	EA	Face Plate, plastic, Upgrade assembly	
Supplier Notes:				
5.9	75	EA	Main Flange Gasket	
Supplier Notes:				

6	1	PKG	Series "W" Turbo Meters, Parts for TM-952-R2, W-1000	No Bid
Item Notes:				
Supplier Notes:				

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
6.1	2	EA	Rotor	
Supplier Notes:				
6.2	5	EA	Adjusting Van O-Ring	
Supplier Notes:				
6.3	2	EA	Adjusting Vane	
Supplier Notes:				
6.4	2	EA	Adjusting Vane Cap	
Supplier Notes:				
6.5	2	EA	Adjusting Vane Lock Nut	
Supplier Notes:				
6.6	2	EA	Face Plate, plastic, Upgrade Assembly	
Supplier Notes:				
6.7	2	EA	Adjusting Vane Lock Washer	
Supplier Notes:				
6.8	2	EA	Face Plate "O" Ring	
Supplier Notes:				
6.9	2	EA	Face Plate	
Supplier Notes:				
6.10	2	EA	Rotor Shaft Adjusting Nut	
Supplier Notes:				

6.11 2 EA Register Cover, Metal

Supplier
Notes:

7 1 PKG Series "W" Turbo Meters, Parts for TM-952-R2, W-2000 No Bid

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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7.1 1 EA Rotor

Supplier
Notes:

7.2 1 EA Adjusting Van O-Ring

Supplier
Notes:

7.3 1 EA Adjusting Vane

Supplier
Notes:

7.4 1 EA Adjusting Vane Cap

Supplier
Notes:

7.5 1 EA Adjusting Vane Lock Nut

Supplier
Notes:

7.6 1 EA Face Plate, plastic, Upgrade Assembly

Supplier
Notes:

7.7 1 EA Adjusting Vane Lock Washer

Supplier
Notes:

7.8 1 EA Face Plate "O" Ring

Supplier
Notes:

7.9 1 EA Face Plate

Supplier
Notes:

7.10 1 EA Rotor Shaft Adjusting Nut

Supplier
Notes:

7.11 1 EA Register Cover, Metal

Supplier
Notes:

8 1 PKG (SRH) Compound Water Meters,Parts for CM-967-R4, 3" Size No Bid

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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8.1	2	EA	Hinge Pin	
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Supplier
Notes:

8.2	2	EA	Vertical Shaft Bushing - Upper	
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Supplier
Notes:

8.3	2	EA	Bevel Gear and Shaft	
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Supplier
Notes:

8.4	1	EA	Bearing Support Assembly - Rocksyn	
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Supplier
Notes:

8.5	2	EA	Bearing Cage with Rollers	
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Supplier
Notes:

8.6	2	EA	Propeller Shaft & Pin	
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Supplier
Notes:

8.7 2 EA Propeller only

Supplier
Notes:

8.8 2 EA Turbine Chamber Complete - Rocksyn

Supplier
Notes:

8.9 2 EA Piston Chamber Bottom - Rocksyn

Supplier
Notes:

8.10 2 EA Piston

Supplier
Notes:

8.11 2 EA Chamber Gasket

Supplier
Notes:

8.12 2 EA Piston Shaft & Magnet

Supplier
Notes:

8.13 2 EA Piston Drive Dog

Supplier
Notes:

9 1 PKG (SRH) Compound Water Meter Parts for CM968-R4 4" Size

No Bid

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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9.1 2 EA Coordinator Complete

Supplier
Notes:

9.2 1 EA Bevel Gear & Shaft

Supplier
Notes:

9.3 2 EA Vertical Shaft Bushing - Lower

Supplier
Notes:

9.4 1 EA Propeller Shaft Gear & Screw

Supplier
Notes:

9.5 1 EA Bearing Cage with Rollers

Supplier
Notes:

9.6 1 EA Propeller Shaft & Pin

Supplier
Notes:

9.7 1 EA Valve Seat with insert - Rocksyn

Supplier
Notes:

9.8 1 EA Piston Chamber Top - Rocksyn

Supplier
Notes:

9.9 1 EA Piston Chamber Top - Bronze

Supplier
Notes:

9.10 1 EA Chamber "O" Ring

Supplier
Notes:

9.11 1 EA Chamber Cage Cover with Bushings

Supplier
Notes:

9.12 1 EA Connection Shaft Bushing

Supplier
Notes:

9.13 1 EA Propeller with Shaft & Pin Complete

Supplier
Notes:

9.14 5 EA Main Flange Gasket

Supplier
Notes:

10 1 PKG (SRH) Compound Water Meter Parts for CM968-R4 6" Size

No Bid

Item Notes:

Supplier Notes:

Package Line Items: You are not required to respond to all lines in the package

#	Qty	UOM	Description	Response
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10.1	2	EA	Coordinator Complete	
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Supplier
Notes:

10.2	1	EA	Bevel Gear & Shaft	
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Supplier
Notes:

10.3	2	EA	Vertical Shaft Bushing - Lower	
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Supplier
Notes:

10.4	1	EA	Propeller Shaft Gear & Screw	
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Supplier
Notes:

10.5	1	EA	Bearing Cage with Rollers	
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Supplier
Notes:

10.6	1	EA	Propeller Shaft & Pin	
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Supplier
Notes:

10.7	1	EA	Valve Seat with Insert - Rocksyn	
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Supplier
Notes:

10.8	1	EA	Piston Chamber Top - Rocksyn	
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Supplier
Notes:

10.9 1 EA Piston Chamber Top - Bronze

Supplier
Notes:

10.10 1 EA Chamber "O" Ring

Supplier
Notes:

10.11 1 EA Chamber Cage Cover with Bushings

Supplier
Notes:

10.12 1 EA Connection Shaft Bushing

Supplier
Notes:

10.13 1 EA Propeller with Shaft & Pin Complete

Supplier
Notes:

10.14 5 EA Main Flange Gasket

Supplier
Notes:

Response Total: \$60,529.50

SPECIFICATIONS
INVENSYS METER PARTS FOR AMR PROGRAM
(Lincoln Water System)

1. SUPPLEMENTAL INSTRUCTIONS

- 1.1 These specifications are for Invensys Meter Parts for AMR Program for use by the City of Lincoln's water distribution system.
- 1.2 The City intends to enter into a contract from date of execution for one (1) year with the option to renew for three (3) additional one (1) year periods.
- 1.3 Bidder shall submit bid documents and all supporting material via e-bid.
- 1.4 All inquiries regarding these specifications shall be directed via e-mail or faxed written request to Sharon Mulder, Asst. Purchasing Agent (smulder@lincoln.ne.gov) or fax: (402) 441-6513.
 - 1.4.1 These inquiries and/or responses shall be distributed to prospective bidders electronically as an addenda
 - 1.4.2 The Purchasing Office shall only reply to written inquiries received within five (5) calendar days of bid opening.
 - 1.4.3 No direct contact is allowed between Vendor and other City staff throughout the bid process.
 - 1.4.3.1 Failure to comply with this directive may result in Vendor bid being rejected.

2. DELIVERY

- 2.1 Unit bid prices shall include all delivery costs, including shipping charges and unloading time, at the following delivery point:
 - Lincoln Water System
 - Distribution Shop
 - 2021 North 27th Street
 - Lincoln, Nebraska 68503
- 2.2 Deliveries shall be made between the hours of 8:00 a.m. and 4:00 p.m. on the normal City of Lincoln workdays.

3. ACCEPTANCE OF MATERIAL

- 3.1 Orders may be placed on a standard Purchase Order issued by Purchasing or by telephone directly by Lincoln Water System employees.
 - 3.1.2 In any event, all orders will be assigned an order number.
- 3.2 All correspondence, including acknowledgment of receipt of order, packing lists and invoices, shall carry the order number assigned by the City of Lincoln.
- 3.3 Contractor shall group materials on invoices as they are grouped on the City of Lincoln's order.
- 3.4 With the completion of an order, Contractor may be requested to furnish to the City of Lincoln affidavits from the manufacturer(s) that all material supplied fully conform with the specifications and industry standards.