

# Invitation for Bid (IFB)

## TAC 1221C

**Supplies or Services Requested:** Cast Iron Sleeves & Kits

**Department:** Water and Sewer

**NIGP Commodity Code(s):** 659-44, 659-73

### Solicitation Schedule

EVENT	DATE
IFB Issue Date	03/31/2026
Pre-Bid Conference	NO PRE-BID CONFERENCE
Deadline for Questions <i>Submitted to assigned buyer via email.</i>	04/13/2026 <i>10 Days prior to IFB due date</i>
Bid Submission Date <i>Either mailed or delivered to City Clerk address. Bids are open the day after the due date.</i>	04/22/2026

If You have any questions or need additional information, contact the Assigned Buyer:

Angie Tune, Senior Buyer | [atune@cityoftulsa.org](mailto:atune@cityoftulsa.org)  
*All questions should be emailed with TAC 1221C on the subject line.*

**Submit Bids (sealed) to:**

City of Tulsa – City Clerk’s Office  
 175 E. 2<sup>ND</sup> St., Suite 260  
 Tulsa, OK 74103

*Bids (2 total:1 original, 1 copy) must be sealed and either mailed or delivered. Write the Bid Number, Supplies or Service requested (as listed above) and Bid Opening Date on the lower left corner of the outside of Your Bid envelope. Feel free to use included packing slip. No faxed or emailed Bids will be considered. Barring certain circumstances (Section III-5), Bids received after the stated date and time **will not be accepted and will be returned to the Bidder unopened.***



## I. STATEMENT OF PURPOSE:

### 1. Overview and Goals

The goal of this solicitation is to secure a source to purchase Cast Iron Sleeves and Kits for use by the Water and Sewer Department of the City of Tulsa.

### 2. Term of Contract

The City intends to award a one-year annual contract. The City may offer the Seller the opportunity for additional one-year terms. The City also reserves the right to make multiple or partial awards. To do business with the City, You must agree to the terms and conditions of the City's standard Purchase Agreement, indicated by Your **Authorized Agent's** signature on the Purchase Agreement.

Capitalized terms used in this IFB and not defined in the Purchase Agreement shall have the meanings as ascribed to them in Title 6, Chapter 4 of the [Tulsa Revised Ordinances](#).

The entire Invitation for Bid (IFB), including any additional information submitted by Bidder and Accepted by City will be included as part of the Agreement between Seller and City. **All sheets of this IFB (including Sections I-VI) must be submitted.**

#### **Authorized Agent**

Several parts of the Bid (Affidavits, Purchase Agreement) must be signed by an **"Authorized Agent."** An **Authorized Agent** means an agent who is legally authorized to bind the Seller under the law of the state in which the Seller is legally organized. For instance, under Oklahoma law, the **Authorized Agent** for each of the following types of entities is as stated below:

- **Corporations** – the president, board chair or board vice chair (or the vice president if the corporation was formed in Oklahoma) can sign; others can sign if they have and provide the City with (i) a corporate resolution giving them authority to bind the Seller, and (ii) a recent certificate of secretary indicating the authority is still valid and was in full force and effect on the date of the signature. (See IFB Section VI for sample of a Certificate of Secretary)
- **General Partnerships** – any partner can sign to bind all partners.
- **Limited Partnerships** – the general partner must sign.
- **Individuals** – no additional authorization is required, but signatures must be witnessed and notarized.
- **Sole Proprietorship** – the owner can sign. Any other person can sign if s/he provides a recent Power of Attorney, signed by the owner, authorizing him/her to bind the sole proprietorship.
- **Limited Liability Company (LLC)** – any manager of the LLC elected by the members of the LLC, or any member signing as manager of the LLC. All other signers will need a Consent of Members signed by all the Members of the LLC authorizing their signature on or up to 30 days before the date of their signature. (See Section VI for sample of a Consent of Members)

Entities organized in states other than Oklahoma must follow the law of the state in which they are organized.

## II. SCOPE OF SERVICES AND SPECIFICATIONS

### **1. Scope of Services**

The City is requesting Bids for Cast Iron Sleeves and Kits for use by the Water and Sewer Department.

#### **Delivery Requirements**

All prices quoted shall be based on delivery F.O.B. Tulsa, Oklahoma or to any other points as may be designated in the Specifications, with all charges prepaid by Seller to the actual point of delivery. Bids must state the number of Days required for delivery under normal conditions.

Absolutely no items over 500lbs. may be directly shipped to the City requiring the City personnel to unload from the shipping truck or trailer. The City carries no responsibility for any damages incurred during an unloading occurrence. All unloading shall be the responsibility of the Seller and/or shipping entity.

### **2. Specifications**

The Bid **must** meet or exceed the following Specifications.

**ALL MATERIALS CONTAINING BRASS** shall be manufactured from a material known as “Low Lead Brass” and meet Federal Reduction of Lead in Drinking Water Act, Federal Regulations effective January 4, 2017.

Disclaimer: All products received must meet Federal guidelines even if not stated in Specifications.

Reference is made to the City of Tulsa Engineering Standard Specifications and Standard Details available at <https://www.cityoftulsa.org/government/departments/public-works/engineering-services/specifications-checklists-details-and-policies/> for detailed specifications for items listed in Exhibit A – Pricing and Delivery, specifically:

Division 2, Part 203: DUCTILE IRON PIPE, DUCTILE AND CAST IRON FITTINGS, AND VALVES  
Division 2, Part 204: STEEL PIPE AND FITTINGS

A copy of such Specifications, as of the date of the issuance of this IFB, is attached as Exhibit B and incorporated by reference. In the event of an inconsistency between the Specifications attached as Exhibit B and the website, the Specifications on the website shall govern.

Note: All Gland Packs provided shall include nuts, bolts, seals, and glands. Must come complete from the same manufacturer of the sleeves to ensure tolerances are met. Gland Packs are to be combined and boxed as an individual kit for each sleeve.

All MJ Bolt kits are to include MJ gasket and standard “T-Head Bolts” and nuts. Must come complete from the same manufacturer of the sleeves to ensure tolerances are met.

#### **DELIVERY LOCATIONS:**

2317 South Jackson Avenue, Tulsa, OK 74107 (2 locations at this address)  
5605 South Garnett Road, Tulsa, OK 74146  
4235 North 93<sup>rd</sup> East Avenue, Tulsa, OK 74115

**AWARD OF BID:**

To be considered for award, Your Bid must include **the Manufacturers' names and part numbers, for the items you are bidding, on Exhibit A – Delivery and Pricing.**

Unless otherwise specified in the City of Tulsa Engineering Standard Specifications and Standard Details available at <https://www.cityoftulsa.org/government/departments/public-works/engineering-services/specifications-checklists-details-and-policies/>, bolts for cast iron and/or ductile iron fittings shall be carbon steel ANSI/ASTM A307, Grade A only, in accordance with ANSI/AWWA C207.

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### III. BID SUBMISSION INSTRUCTIONS AND INFORMATION

1. **Bidder Registration**: To ensure timely updates and alerts about business opportunities with the City, interested Bidders should register as a Bidder with the City. To register, interested Bidders should complete the City's vendor registration form by contacting Andrea Evans at [purchasing@cityoftulsa.org](mailto:purchasing@cityoftulsa.org) or check the City's "[Selling to the City](#)" Website.
2. **Pre-Bid Conference**: If a pre-Bid conference is required, see the first page for time and location.  
*No Pre-Bid Conference to be Held*
3. **Questions and Concerns**: As You prepare Your Bid response, You may have questions or points of clarification around this Solicitation. Any questions or comments about this Invitation for Bid must be sent via e-mail to the buyer listed on the first page "Assigned Buyer" and be received at least **10 Days prior to the Bid Submission Date**. Please include the IFB Bid number (as indicated on the title page) on all communications. Bidders may only communicate with the City through the Assigned Buyer – communication with other City staff could result in disqualification.
4. **Issuing of Addenda**: The City may addend or amend its IFB at any time before the Bid Submission Date. In addition to registering as a Bidder with the City, Bidders can check the "Purchasing Bid Opportunities & Results" page on the City Website for the latest updates ([linked here](#)). Any such amendments shall become a part of the Agreement. You must acknowledge receipt of any Addenda or Amendments by writing in the issued Addenda numbers on Exhibit A – Delivery and Pricing. City may reject any Bid that fails to acknowledge any Addenda or Amendments.
5. **Submission and Receipt of Bids**: The City requires two completed Invitation for Bids: 1 Original and 1 Copy. Each must be clearly labeled on the front sheet indicating "Original" or "Copy." Use the Bidder Checklist to ensure Your Bid includes all required components. If a copy on electronic media is also required, the box below will be checked.

Electronic Copy also required.

**Bids must be received no later than 5:00 PM (CST) on the Bid Submission Date (see first page) and delivered to:**

**City of Tulsa - City Clerk's Office  
175 East 2<sup>nd</sup> Street, Suite 260  
Tulsa Oklahoma 74103**

Bids must be sealed and either mailed or delivered. The package, container, or envelope should contain both of Your completed Bids, the original and the copy. Please use the provided label on the last page of this IFB to clearly write the Bidder's legal name and Bid number on the outside of the package, container, or envelope. No faxed or emailed Bids will be considered.

Bids received after the stated date and time **will not be accepted**. The timestamp clock located at the City Clerk's Office on the second floor of City Hall at 175 East 2nd Street, Suite 260, Tulsa, Oklahoma, 74103 is the City's official bid clock for this IFB. Timeliness of Bid submittals will be determined using only this clock.

***Exceptions to Timeliness Requirement***

The Purchasing Agent, at his/her sole discretion, may make exceptions only for the following reasons:

- City Hall closed for business for part or all of the day on the date the response was due;
- If the Purchasing Agent deems it appropriate due to large-scale disruptions in supply chains and the transportation industry that may have prevented delivery as required;
- If documented weather conditions caused the late delivery. You must provide documentation of such weather to the satisfaction of the Purchasing Agent.

In the event that the Bid submittal is delivered after the time specified and does not meet the exceptions listed above, the Bid will not be accepted and the submittal envelope will not be opened.

The City will not be liable for delays in delivery of Bids to the City due to handling by the U.S. Postal Service, or any other type of delivery service. The City reserves the right to postpone the date and time for submittal of Bids at any time prior to the Bid Opening Date or to delay or reschedule the Bid Opening Date for its own convenience.

The City reserves the right to cancel, revise, or amend this IFB and associated bidding documents up to the time specified for receipt of Bids.

6. **Bid Opening**: All Bid openings are public and take place at 8:30 a.m. Thursday, the day after Bids are due. The Bid openings are held in the City of Tulsa Council Meeting Room, 175 East 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor, Tulsa, Oklahoma.

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## IV. BID EVALUATION AND AWARD

1. **Bid Evaluation**: The Assigned Buyer and departmental staff will work together to determine the winning Bid. Generally speaking, the Bid award will go to the **Lowest Secure Bidder: the Supply or Service that can best meet the City's needs at the lowest cost**. In addition to price and specifications, the Buyer and departmental staff may also evaluate Bidder history and experience, delivery time, maintenance requirements, and performance data, among other factors.
2. **Bid Rejection or Withdrawal**: The City may reject any or all Bids in whole or in part. Reasons a Bid may be rejected include, but are not limited to the following:
  - A submitted Bid does not contain all the necessary materials, signatures, and/or affidavits (listed on the included checklist);
  - The Bid does not meet specifications and requirements in some material way;
  - The Bidder holds outstanding debt to the City;
  - The Bidder adds additional terms and conditions that modify IFB requirements or attempt to limit Bidder's liability to the City.

City reserves the right to waive minor deficiencies of specifications, technicalities or informalities in a Bid, provided that the best interest of the City would be served without prejudice to the rights of other Bidders. Bid withdrawal, meanwhile, may only be accomplished by having an Authorized Agent request the withdrawal in person at the City Clerk's office before the City's close of business on the Bid Submission Date.

3. **Bid Award Recommendation and Appeal**: Upon receipt of the Bid recommended for selection, the Assigned Buyer will email all participating Bidders a memo announcing the recommended Bid. This email will include the time, date, and location (or virtual meeting link (if applicable) for the Standard, Specifications, and Award (SSA) committee meeting at which the Bid award recommendation will be considered.

Bidders not recommended for award may submit an appeal via email to the Assigned Buyer before the SSA meeting.

SSA meetings are held Thursdays at 8:30am in the City of Tulsa Council Meeting Room, 175 East 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor, Tulsa, Oklahoma.

During this meeting, Bidders not recommended for award may present and request that the Bid award recommendation be reconsidered.

**V. BID PROCESSING**

- Forms, Notice to Proceed, and Irrevocability of Offer:** If the City Accepts Your Bid, You will have ten (10) Days from notification of the Acceptance to provide a completed IRS form W-9. You cannot start work until authorized to do so by the Purchasing Agent or a representative.

Bidder understands and acknowledges that the offer submitted as the Bid is firm and irrevocable from the City’s close of business on the Bid Submission Date until the date the City Accepts the Bid or 365 Days after the Bid Opening Date, whichever is earlier.

- Purchase Order Without Contract:** If the successful Bid is less than One Hundred Thousand Dollars (\$100,000), the City, in its sole discretion, may Accept the Bid upon written approval of the Mayor rather than execute the Purchase Agreement. Instead, the City will purchase the Supplies and/or Services by issuing a purchase order. In any event, the terms of this IFB will govern the transaction and be enforceable by the City and Seller.

**3. Insurance:**

Yes:  No:

Seller and its subcontractors must obtain at Seller’s expense and keep in effect so long as City is purchasing Supplies or Services from Seller pursuant to this Bid, policies of insurance in the minimum amounts set forth below and Workers’ Compensation and Employer’s Liability insurance in the statutory limits required by law.

General Liability: personal injury and property damage, each occurrence	\$1,000,000.00
Automobile Liability: Combined Single Limit (CSL), each occurrence	\$1,000,000.00
Workers’ Compensation	(Statutory limits)

**Seller’s insurer must be authorized to transact business in the State of Oklahoma.** Seller will have 10 Days after notification that its Bid was Accepted by the City to provide proof of coverage. **The Certificate of Insurance must be completed with the following information:**

- Your name
- Insurer’s name and address
- Policy number
- Liability coverage and amounts
- Commencement and expiration dates
- Signature of authorized agent of insurer
- Certificate Holder Information: City of Tulsa, 175 East 2nd St., Suite 260, Tulsa, OK 74103

Seller shall not cause any required insurance policy to be cancelled nor permit it to lapse. Failure of the Seller to comply with the insurance requirements may be deemed a breach of the contract.

**4. Bonding:**

Yes:  No:

5. **Federal Funding:** If the box is checked "Yes," federal funding is involved with this purchase:

Yes:  No:

6. **References:** If the box is checked "Yes," References are **required:**

Yes:  No:  If yes, number of references required: 2

For each reference, the following information must be included: Company Name, Contact Name, Address, Phone Number, E-Mail Address, and the supplies or services provided.

Company Name:	_____
Contact Name:	_____
Address:	_____
Phone Number:	(      ) _____
Email Address:	_____
Description of Supplies/Services Provided:	_____ _____
Company Name:	_____
Contact Name:	_____
Address:	_____
Phone Number:	(      ) _____
Email Address:	_____
Description of Supplies/Services Provided:	_____ _____

7. **Data Rider:** If the box is checked "Yes," the Data Rider is **required:**

Yes:  No:

8. Any documents provided in response to subsections 4 through 7 above are by this reference fully incorporated into the Agreement as if set-forth entirely in this Section V.

## VI. SAMPLE FORMS

### Certificate of Secretary

The undersigned \_\_\_\_\_ (Assistant) Secretary of \_\_\_\_\_, a \_\_\_\_\_ corporation, (the "Corporation") hereby certifies that the following is a true and correct copy of a Resolution duly adopted by the Board of Directors of the Corporation on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

RESOLVED, that \_\_\_\_\_ is authorized to execute and enter bids, contracts, bonds, affidavits and any ancillary documents, on behalf of the Corporation.

The undersigned further certifies that this Resolution is in full force and effect as of the date of this Certificate and has not been amended, modified, revoked or rescinded.

IN WITNESS WHEREOF, I have executed this Certificate this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
(Assistant) Secretary

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### [NAME OF COMPANY], LLC

### Consent of Members

The undersigned, being all of the Members of [Name of Company], LLC, an Oklahoma Limited Liability Company, hereby authorize, consent to, approve and ratify the execution by \_\_\_\_\_ [name of Authorized Representative] on behalf of [Name of Company], LLC of bid proposals, contracts, affidavits and related documents in connection with [Name of Project] of the City of Tulsa.

DATED, this \_\_\_ day of \_\_\_\_\_, 20\_\_. [Date must be dated date authorized representative signed or up to 30 days before the authorized representative signed]

\_\_\_\_\_  
[Signature]

Name Printed: \_\_\_\_\_

\_\_\_\_\_  
Title

Name Printed: \_\_\_\_\_

\_\_\_\_\_  
[Title]

[ADD ADDITIONAL LINES FOR ADDITIONAL MEMBERS]

Disclaimer Statement: This form is made available for example purposes only and is not intended to be legal advice nor intended to be relied upon in lieu of consultation with an attorney."

## EXHIBIT A – DELIVERY AND PRICING

**Bidder’s Legal Name:** \_\_\_\_\_  
 (Must be Bidder’s company name as reflected on its organizational documents, filed with the state in which Bidder is organized)

**Delivery:** If Your Bid is Accepted, state the number of Days You need to deliver the Supplies and/or to begin providing Services: \_\_\_\_\_

You must be able to deliver the Supplies and/or Services as specified in Your Bid. Failure to do so may result in City terminating the Agreement and pursuing collection under any performance bond, as well as seeking any other damages to which it may be entitled in law or in equity.

**Pricing:**

**Bidders must bid all items to be considered for the Bid award. The City reserves the option to award the IFB in its entirety or by line items.**

Item	Description	Est. Annual QTY	Unit Cost	Extended Cost	Manufacturer and Part Number
1.	C.I. Sleeve (MJ) 3” X 12”, Sigma DML3 or acceptable equivalent	10	\$	\$	
2.	Gland Pack for 3” X 12” Sleeve, Sigma DGP3 or acceptable equivalent	20	\$	\$	
3.	C.I. Sleeve (MJ) 4” X 12”, Sigma DML4 or acceptable equivalent	70	\$	\$	
4.	Gland Pack for 4” X 12” Sleeve, Sigma DGP4 or acceptable equivalent	140	\$	\$	
5.	C.I. Sleeve (MJ) 6” X 12”, Sigma DML6 or acceptable equivalent	500	\$	\$	
6.	Gland Pack for 6” X 12” Sleeve, Sigma DGP6 or acceptable equivalent	1,000	\$	\$	
7.	C.I. Sleeve (MJ) 8” X 12”, Sigma DML8 or acceptable equivalent	150	\$	\$	
8.	Gland Pack for 8” X 12” Sleeve, Sigma DGP8 or acceptable equivalent	300	\$	\$	
9.	C.I. Sleeve (MJ) 10” X 12”, Sigma DML10 or acceptable equivalent	20	\$	\$	

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10.	Gland Pack for 10" X 12" Sleeve, Sigma DGP10 or acceptable equivalent	40	\$	\$	
11.	C.I. Sleeve (MJ) 12" X 12", Sigma DML12 or acceptable equivalent	125	\$	\$	
12.	Gland Pack for 12" X 12" Sleeve, Sigma DGP12 or acceptable equivalent	250	\$	\$	
13.	C.I. Sleeve (MJ) 16" X 15", Sigma DML16 or acceptable equivalent	10	\$	\$	
14.	Gland Pack for 16" X 15" Sleeve, Sigma DGP16 or acceptable equivalent	20	\$	\$	
15.	C.I. Sleeve (MJ) 20" X 15", Sigma DML20 or acceptable equivalent	1	\$	\$	
16.	Gland Pack for 20" X 15" Sleeve, Sigma DGP20 or acceptable equivalent	2	\$	\$	
17.	C.I. Sleeve (MJ) 24" X 15", Sigma DML24 or acceptable equivalent	2	\$	\$	
18.	Gland Pack for 24" X 15" Sleeve, Sigma DGP24 or acceptable equivalent	4	\$	\$	
19.	Steel Sleeve (MJ) 30" X 24", Sigma DML30 or acceptable equivalent	2	\$	\$	
20.	Gland Pack for 30" X 24" Sleeve, Sigma DGP30 or acceptable equivalent	4	\$	\$	
21.	MJ Bolt Kit for Restrained Joint without Gland for 4" Mega Lug, Sigma MGP4 or acceptable equivalent	125	\$	\$	
22.	MJ Bolt Kit for Restrained Joint without Gland for 6" Mega Lug, Sigma MGP6 or acceptable equivalent	150	\$	\$	
23.	MJ Bolt Kit for Restrained Joint without Gland for 8" Mega Lug, Sigma MGP8 or acceptable equivalent	200	\$	\$	



**Bidder's Website Address:** \_\_\_\_\_

**Sales Contact:**

**Contact for Legal Notice:**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Street: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

State: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

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**How did you learn about this business opportunity with the City of Tulsa?**

- Email from Assigned Buyer
- City of Tulsa Website
- Tulsa World posting
- Purchasing search engine
- Industry colleague
- Other: \_\_\_\_\_

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# EXHIBIT B

# STANDARD SPECIFICATIONS and STANDARD DETAILS

## MARCH 2022



CITY OF  
**Tulsa**  
*A New Kind of Energy™*

**CITY OF TULSA  
PUBLIC WORKS DEPARTMENT  
PAUL D. ZACHARY, P.E., CFM DEPUTY DIRECTOR  
175 E. 2<sup>ND</sup> ST., 13 FL.  
TULSA, OKLAHOMA 74103  
(918) 596-9565**

Revised 02.2026

# EXHIBIT B

## PART 203 – DUCTILE IRON PIPE, DUCTILE AND CAST IRON FITTINGS, AND VALVES

### 203.1 PIPE AND FITTINGS

203.1.1 Where ductile iron pipe (DIP) 3 inches in diameter and larger is specified or required, it shall conform to, and be tested in accordance with, the current edition of ANSI/AWWA C151/A21.51, Ductile-Iron Pipe, Centrifugally Cast.

203.1.2 Length of joints shall be either 18 feet or 20 feet. The minimum standard thickness class of each size pipe shall be as follows:

<u>Pipe Size</u>	<u>Thickness Class</u>
4-inch to 8-inch	51
10-inch and larger	50

203.1.3 For 16-inch and larger Water Ductile Iron Pipe, all bell and spigot joints shall be electrically bonded, using a #4 AWG bare copper wire of adequate length to braze, using a #15 cadweld cartridge, the copper wire to the bare metal at the bell and spigot. Cost shall be included in the unit price bid per lineal foot of Ductile Iron Pipe.

203.1.4 For 16-inch and larger Water Ductile Iron Pipe, junction box test stations shall be furnished and installed, EXCEPT, no magnesium anode banks shall be furnished or installed. Junction box test stations shall be installed in accordance with the stationing shown on the Schedule of Anode Spacing. Cost shall be included in the unit price bid per lineal foot of Ductile Iron Pipe.

203.1.5 Fittings for ductile iron pipe shall be cast or ductile iron. Cast iron and ductile iron fittings shall conform to the current edition of ANSI/AWWA C110, Ductile-Iron and Gray-Iron Fittings; or the current edition of ANSI/AWWA C153, Ductile-Iron Compact Fittings. The length of all solid sleeves (both AWWA C110 and C153) shall be the longest length listed in the AWWA C110 specification (12-inch length for 3-inch through 12-inch sleeves, 15-inch length for 14-inch through 24-inch sleeves, and 24-inch length for 30-inch through 48-inch sleeves).

203.1.6 DUCTILE IRON PIPE FOR GRAVITY SANITARY SEWER USE SHALL BE BY THE DIRECTOR OF WATER AND SEWER APPROVAL ONLY. Interior of all sanitary sewer ductile iron pipe shall be lined with 40 mils of ceramic epoxy ("Protecto 401", or equal).

203.1.6.1 Condition of Ductile Iron Prior to Surface Preparation:

All ductile pipe and fittings shall be delivered to the application facility without asphalt, cement lining, or any other lining on the interior surface. Because removal of old linings may not be possible, the intent of this specification is that the entire interior of the ductile iron pipe and fittings shall not have been lined with any substance prior to the application of the

# EXHIBIT B

specified lining material and no coating shall have been applied to the first 6 inches of the exterior of the spigot ends.

## 203.1.6.2 Lining Material:

The Standard of Quality is Protecto 401 Ceramic Epoxy. The material shall be an amine cured novalac epoxy containing at least 20% by volume of ceramic quartz pigment. Any request for substitution must be accompanied by a successful history of lining pipe and fittings for sewer service, a test report verifying the following properties, and a certification of the test results.

- A) A permeability rating of 0.00 when tested according to Method A of ASTM E 96-66, Procedure A with a test duration of 30 days.
- B) The following test must be run on coupons from factory lined ductile iron pipe:
  - 1) ASTM B117 Salt Spray (scribed panel) – Results to equal 9.0 undercutting after two years.
  - 2) ASTM G95 Cathodic Disbondment 1.5 volts @ 77° F. Results to equal no more than 0.5 mm undercutting after 30 days.
  - 3) Immersion Testing rated using ASTM D714-87.
    - a) 20% Sulfuric Acid – No effect after two years.
    - b) 140° F 25% Sodium Hydroxide – No effect after two years.
    - c) 160° F Distilled Water – No effect after two years.
    - d) 120° F Tap Water (scribed panel) 0.0 undercutting after two years with no effect.
- C) An abrasion resistance of no more than 3 mils (.075 mm) loss after one million cycles using European Standard EN 598: 1994 Section 7.8 Abrasion Resistance.

## 203.1.6.3 Application:

### A) Applicator

The lining shall be applied by a competent firm with a successful history of applying linings to the interior of ductile iron pipe and fittings.

# EXHIBIT B

## B) Surface Preparation

Prior to abrasive blasting, the entire area to receive the protective compound shall be inspected for oil, grease, etc. Any areas with oil, grease, or any substance which can be removed by solvent, shall be solvent cleaned to remove those substances. After the surface has been made free of grease, oil or other substances, all areas to receive the protective compounds shall be abrasive blasted using sand or grit abrasive media. The entire surface to be lined shall be struck with the blast media so that all rust, loose oxides, etc., are removed from the surface. Only slight stains and tightly adhering oxide maybe left on the surface. Any area where rust reappears before lining must be re-blasted.

## C) Lining

After the surface preparation and within eight hours of surface preparation, the interior of the pipe shall receive 40 mils nominal dry film thickness of Protecto 401. No lining shall take place when the substrate or ambient temperature is below 40° F. The surface also must be dry and dust free. If flange pipe or fittings are included in the project, the lining shall not be used on the face of the flange.

## D) Coating of Bell Sockets and Spigot Ends

Due to the tolerances involved, the gasket area and spigot end up to 6" back from the end of the spigot end must be coated with 6 mils nominal, 10 mils maximum using Protecto Joint Compound. The Joint Compound shall be applied by brush to ensure coverage. Care should be taken that the Joint Compound is smooth without excess buildup in the gasket seat or on the spigot ends. Coating of the gasket seat and spigot ends shall be done after the application of the lining.

## E) Number of Coats

The number of coats of lining material applied shall be as recommended by the lining manufacturer. However, in no case shall this material be applied above the dry thickness per coat recommended by the lining manufacturer in printed literature. The maximum or minimum time between coats shall be that time recommended by the lining material manufacturer. **To prevent delamination between coats, no material shall be used for lining which is not indefinitely re-coatable with itself without roughening of the surface.**

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## F) Touch-Up and Repair

Protecto Joint Compound shall be used for touch-up or repair in accordance with manufacturer's recommendations.

### 203.1.6.4 Inspection and Certification:

#### A) Inspection

- 1) All ductile iron pipe and fitting linings shall be checked for thickness using a magnetic film thickness gauge. The thickness testing shall be done using the method outlined in SSPC-PA-2 Film Thickness Rating.
- 2) The interior lining of all pipe barrels and fittings shall be tested for pinholes with a nondestructive 2,500-volt test. Any defect found shall be repaired prior to shipment.
- 3) Each pipe joint and fitting shall be marked with the date of application of the lining system along with its numerical sequence of application on that date and records maintained by the applicator of his work.

#### B) Certification

The pipe or fitting manufacturer must supply a certificate attesting to the fact that the applicator met the requirements of this specification, and that the material used was as specified.

### 203.1.6.5 Handling:

Protecto 401 lined pipe and fittings must be handled only from the outside of the pipe and fittings. No forks, chains, straps, hooks, etc. shall be placed inside the pipe and fittings for lifting, positioning, or laying.

## 203.2 JOINTS

Cast iron and ductile iron pipe and fittings shall be jointed with any of the end types as specified below unless a particular end type is specified. Fittings shall have mechanical joints, unless otherwise specified. Flanged ends shall be used only where specifically noted on the Drawings except that the valve connection end of all tapping sleeves shall be flanged.

# EXHIBIT B

- 203.2.1 Mechanical joints and push-on joints shall conform to, and be tested in accordance with, the American National Standard for Rubber Gasket Joints for Ductile-Iron and Gray-Iron Pressure Pipe and Fittings, ANSI/AWWA C111/A21.11.
  - 203.2.2 Mechanical joints and push-on joints shall conform to, and be tested in accordance with, the current edition of ANSI/AWWA C111/A21.11, Rubber-Gasket Joints for Ductile-Iron Pipe and Fittings.
  - 203.2.3 Flange joints shall conform to the current edition of ANSI/ASME B16.1, Gray Iron Pipe Flanges and Flanged Fitting: Classes 25, 125, and 250.
  - 203.2.4 Where ductile or cast-iron pipe is to be tapped, a split case iron or a flexible stainless-steel tapping sleeve may be used.
  - 203.2.5 Split case iron tapping sleeves shall be of 150 psi working pressure. Sleeve body shall be cast iron conforming to AWWA C110. Sleeves shall have mechanical joints conforming to AWWA C111 on the run and a flange branch conforming to ASME B16.1, Class 125. End gaskets shall be natural rubber or neoprene material conforming to AWWA C111.
  - 203.2.6 Flexible stainless-steel tapping sleeves shall be rated at 150 psi pressure, with flanges meeting the current edition of ANSI/AWWA C207. Steel Pipe Flanges for Waterworks Service, Sizes 4 In Through 144 In. (100 mm Through 3,600 mm) Assembly shall be NSF or UL rated. Bolts, nuts, and washers shall be stainless steel. Gaskets shall conform to AWWA C111.
  - 203.2.7 Openings of the sizes shown on the drawings shall be furnished with steel blind flanges of proper strength to withstand working pressure of the line where no other provision is made for closing the openings. Blind flanges shall be fabricated from material as specified under AWWA C207. All bolts shall meet the current edition of ASTM A307, Standard Specification for Carbon Steel Bolts, Studs, and Threaded Rods 60 000 PSI Tensile Strength, Grade A only, in accordance with AWWA C207.
  - 203.2.8 Where restrained joints are specified or required, they shall be of a mechanical type or push-on type assembly easily removed in field once assembled without special equipment. Assemblies shall be ANSI/AWWA rated. Thrust blocks for joint restraint shall not be installed without prior approval by the Director of Water and Sewer. Set screw type retainer glands will not be permitted.
- 203.3 COATING, LINING, AND POLYETHYLENE WRAP
- 203.3.1 Cast iron and ductile iron pipe and fittings shall be bituminous coated outside and cement-mortar lined inside with seal coat in accordance with American

# EXHIBIT B

National Standard for Cement Mortar Lining for Ductile-Iron and Gray-Iron Pipe and Fittings for Water, ANSI/AWWA C104/A21.4.

203.3.2 All ductile iron and cast-iron pipe and fittings shall be encased with polyethylene tube in accordance with AWWA C105, American National Standard for Polyethylene Encasement for Ductile Iron Piping for water and other liquids referred hereafter as polywrap. Polywrap shall be manufactured from virgin polyethylene material conforming to the following:

203.3.2.1 Raw material requirements, per ASTM D4976:

- A) Group: 2 (Linear).
- B) Density: 0.910 to 0.935 g/cm<sup>3</sup>.
- C) Dielectric strength: Volume resistivity, 1015 ohm-cm, minimum.

203.3.2.2 Physical properties of finished film:

- A) Tensile strength: 3,600 psi (24.8 MPa) for an 8 mil (200- $\mu$ m) minimum thickness, or 28.8 lbf/in. width (50.4 N/cm width), minimum in machine and transverse direction (ASTM D882).
- B) Elongation: 700%, minimum in machine and transverse direction (ASTM D882).
- C) Dielectric strength: 800 V/mil (31.8 V/ $\mu$ m) thickness, minimum (ASTM D149).
- D) Impact resistance: 600 g, minimum (ASTM D1709 Method B).
- E) Propagation tear resistance: 2,550 gf (grams force), minimum in machine and transverse direction (ASTM D1922).

203.3.2.3 Thickness: Linear low-density polyethylene film shall have a minimum thickness of 0.008" (8 mil or 200  $\mu$ m).

203.3.2.4 Color: Polywrap may be supplied in its natural color, white, black, or weather-resistant black containing not less than 2% carbon black with a particle diameter of 90 nm or less. A minimum 2% of a hindered amine ultraviolet inhibitor is required for all films other than the weather-resistant black film with carbon black. Where other colors are specified for purposes of identification, the pigmentation shall not contain any regulated substances.

# EXHIBIT B

203.3.2.5 Tape: The polywrap shall be secured as specified below with 2" wide pressure sensitive tape not less than 10 mils thick. This flexible tape shall consist of a polyethylene or polyvinyl chloride backing with a synthetic elastomeric adhesive film comprised of butyl rubber. Tape shall remain flexible over a wide range of temperatures, with tensile strength and elongation properties in conformance with ASTM D1000.

The minimum tube size for each pipe diameter shall be per Table 1.

Table 1 Polyethylene tube and sheet sizes for push-on joint pipe\*

NOMINAL PIPE SIZES	PUSH-ON JOINT FLAT TUBE WIDTH	MECHANICAL JOINT FLAT TUBE WIDTH
3 in.	16 in.	16 in.
4 in.	16 in.	16 in.
6 in.	16 in.	20 in.
8 in.	20 in.	24 in.
10 in.	24 in.	27 in.
12 in.	27 in.	30 in.
14 in.	30 in.	34 in.
16 in.	34 in.	37 in.
18 in.	37 in.	41 in.
20 in.	54 in.	54 in.
24 in.	54 in.	54 in.
30 in.	67 in.	67 in.
36 in.	84 in.	84 in.
42 in.	84 in.	84 in.
48 in.	96 in.	96 in.
54 in.	108 in.	108 in.
60 in.	108 in.	108 in.
64 in.	121 in.	121 in.

\*These wrap sizes should work with most push-on joint pipe and fitting bell sizes. Where bell or fitting circumferences are larger than the tube sizes shown, a larger tube to effectively cover these joints should be ordered.

## 203.4 GATE VALVES

203.4.1 Where gate valves are specified, they shall be resilient-wedged.

203.4.2 Resilient-wedged gate valves shall conform to and be tested in accordance with ANSI/AWWA C509. The valve shall be bubble tight from either direction at the rated design pressure of 200 psi. The valve shall have a single disc gate with synthetic rubber seat bonded or mechanically attached to the disc;

# EXHIBIT B

nonrising stem with 2" AWWA operating nut; counterclockwise opening, "O" ring stem seals, and corrosion resistant interior coating acceptable for potable water use.

203.4.3 Where specified, flanges shall be ANSI B16.1, Class 125, cast iron. Mechanical Joint, push-on, and bell and spigot joints are allowed.

## 203.5 BALL VALVES

203.5.1 Ball valves shall conform to and be tested in accordance with the AWWA Standard for Ball Valves, ANSI/AWWA C507. Where ball valves are specified or required, they shall be double-seated with natural or synthetic rubber located in the valve body. Ball seating surfaces shall be stainless steel; designed for 150 psi working pressure; flanged end; "O" ring rotor bearing seals; constructed of high-tensile strength cast iron; counter-clockwise opening; equipped with totally enclosed manual operators, and torque limiting control device. Valves shall be tested by, and shall withstand without leak, a hydrostatic pressure of: one 250 psi on the valve body with rotor in the open position; and two 150 psi on the side of the valve with the opposite side open to atmosphere. Six copies of the test results and manufacturer's drawings shall be submitted for approval prior to delivery of the valve.

203.5.2 Valves shall be bubble tight at rated pressure with flow in either direction.

203.5.3 Where flanges are specified, they shall be ANSI B16.1, Class 125, cast iron flanges.

## 203.6 BUTTERFLY VALVES

203.6.1 Butterfly valves shall be of the tight-closing, rubber-seat type, shall have a rated pressure of 150 psig, and shall be bubble-tight at this pressure with flow in either direction. Valve opening shall be counterclockwise. The valves shall conform to and be tested in accordance with the AWWA Standard for RubberSeated Butterfly Valves, ANSI/AWWA C504, Class 150B. The valve body shall be of the short-body flange type, constructed of cast iron conforming to either ASTM A126, Class B, or ANSI/ASTM A48, Class 40 or ductile iron ANSI/ASTM A536, Grade 65-45-12. Flanges shall be ANSI B 16.1, Class 125, cast iron flanges. Valve Discs shall be constructed of alloy cast iron conforming to ANSI/ASTM A436, Type 1, or cast-iron conforming to ANSI/ASTM A48, Class 40, or ductile iron ANSI/ASTM A536, Grade 65-45-12. Valve shafts shall be constructed of 18-8, Type 304 or 316 stainless steel, ANSI/ASTM A296, Grade CF8, or monel. Valve seats shall be body mounted and shall be of natural or synthetic rubber compound with mating seat surfaces of 18-8, Type 304 or 316 stainless steel, or alloy cast iron conforming to ANSI/ASTM A436, Type 1, or bronze Grade A, D, or E. Valve bearings shall be corrosion resistant and self-lubricating.

# EXHIBIT B

203.6.2 Interior surfaces of the valve, except seating surfaces, shall be epoxy coated in accordance with AWWA Standard for Protective Interior Coatings for Valves and Hydrants, AWWA C550. Exterior surface of the valve shall be painted with two coats of asphalt varnish conforming to Federal Specifications TT-V-51C. For non-buried service, exterior surface shall be coated with two coats of epoxy, not zinc chromate.

203.6.3 Performance, hydrostatic and leakage tests shall be conducted in strict accordance with ANSI/AWWA C 504, except that the leakage tests as outlined in Section 5.3 are to be conducted on both faces of the disc.

203.6.4 Six certified copies of the manufacturers detail drawings shall be submitted for approval prior to delivery of the valve.

203.6.5 Six certified copies of the test results, signed by a registered professional engineer, are to be furnished to the Engineer.

## 203.7 MANUAL OPERATORS FOR BALL VALVES AND BUTTERFLY VALVES

203.7.1 Manual Operators for Ball and Butterfly valves shall be totally enclosed, permanently lubricated, counterclockwise opening, and designed for buried or submerged service. Manual Operators shall be equipped with a 2" square AWWA operating nut with a removable handwheel complete with spinner and an open-closed indicator, suitable for one-man operation at 150 psi unbalanced across the valve. Manual Operators shall be either worm gear or traveling-nut type, and shall conform to AWWA C507 for Ball Valves or AWWA C504 for Butterfly Valves.

203.7.2 Manual Operators for Ball and Butterfly Valves 16" and larger shall be equipped with a Torque Limiting Control Device. The device shall be mounted directly on the operating nut for valves in vaults and on top of the extension shaft for buried valves. The device shall be secured to the operating nut with two setscrews. The device shall declutch at 200 lb/ft of input torque in either direction of rotation. The device shall be designed for permanent buried or submerged service. Declutch and reset shall be automatic. Repeatability shall be within 5% of original rating for a minimum of 1000 cycles. Certified proof-of-design test reports shall be furnished for the device.

## 203.8 AIR RELIEF VALVES

203.8.1 Where air relief valves for water applications are specified or required, the valve shall be heavy-duty combination air release and vacuum type for 150 psi working pressure. Body, cover, and baffle shall be cast iron, or nylon. All internal parts to be either highest quality stainless steel, nylon, or bronze.

# EXHIBIT B

Interior and exterior surfaces of cast iron valve body and cover shall be coated with epoxy.

Air Relief Valve shall be guaranteed to operate under all surge conditions. Acceptable Manufacturers for water ARV's: APCO, Crispin, ValMatic, ARI.

203.8.2 Where air relief valves for sanitary sewer force mains, are specified or required, the valve shall be heavy-duty combination air and vacuum release type for 145 psi working pressure, tested to 230 psi, size shown on plans. Body, cover, and baffle shall be 316LC stainless steel or reinforced nylon. All internal parts shall be reinforced nylon, reinforced polypropylene, or stainless steel. Valves shall have float system designed to ensure separation of sewage and sealing mechanism. Valves to have back flushing attachments for routine cleaning maintenance.

## 203.9 CHECK VALVES

203.9.1 Where check valves are specified or required, they shall conform to, and be tested in accordance with the AWWA Standard for Swing-Check Valves for Ordinary Water Works Service, AWWA C508. They shall be horizontally mounted, single disc, swing type with a full diameter passage providing minimum pressure loss. Valves shall be of the non-slamming type designed for the future installation of outside lever and weight. Unless otherwise specified, all check valves installed in pump or lift stations shall be equipped with position indicator. Disk shall be coated rubber and body shall be epoxy coated. Ends shall fit the pipe or fitting to which attached (push-on, mechanical, bell and spigot, or flanged).

## 203.10 THREE-WAY FIRE HYDRANTS

203.10.1 Where fire hydrants are specified, they shall conform to, and be tested in accordance with the AWWA Standard for Dry-Barrel Fire Hydrants, ANSI/AWWA C502. All hydrants shall have: breakable connection features and a breakable coupling on the stem immediately above the bury line which has a lower breaking point than the rest of the unit; 5-1/4" compression main valve; 6" inlet connection; standard bell or mechanical joint hub; 3' 6" bury length, or as specified on drawings; two 2-1/2" hose nozzles with National Standard threads; one 4" pumper nozzle with Tulsa Standard threads (refer to attached Standard Detail for Fire Hydrants); "O" ring seal; drain valve; left (counter-clockwise) opening; Federal yellow finish paint above ground line; and National Standard pentagon operating nut.

203.10.2 Where fire hydrant extensions are specified or required, they shall be of proper design to accommodate the make of fire hydrant installed.

## 203.11 FOUR-WAY FIRE HYDRANT

# EXHIBIT B

203.11.1 Where four-way fire hydrants are specified or required, they shall conform to, and be tested in accordance with the AWWA Standard for Dry-Barrel Fire Hydrants, ANSI/AWWA C502. All hydrants shall have: breakable connection features and a breakable coupling on the stem immediately above the bury line which has a lower breaking point than the rest of the unit; 8" inlet connection; bell, flange, or mechanical joint inlet; 4' 6" bury length; two 2-1/2" hose nozzles with National Standard threads; two 4" pumper nozzles with Tulsa Standard threads; "O" ring seal; drain valve; left (counter-clockwise) opening; Federal yellow finish paint above ground line; and National Standard pentagon operating nut.

203.11.2 Where fire hydrant extensions are specified or required, they shall be of the proper design to accommodate the make of fire hydrant installed.

## 203.12 BLOW-OFF HYDRANT

203.12.1 Where blow off hydrants are specified or required; they shall be constructed in accordance with Construction Standard Blow-off Hydrant.

# EXHIBIT B

## PART 204 – STEEL PIPE AND FITTINGS

### 204.1 GENERAL

204.1.1 Where steel pipe is specified or required, it shall conform to the AWWA Standard for Steel Water Pipe, 6" and Larger, AWWA C200. No steel less than 35,000 psi specified minimum yield strength shall be permitted. All pipe shall be hydrostatically tested in accordance with AWWA C200. Mill Test Reports shall be furnished, and the hydrostatic test pressure shown on shop fabrication drawings. AWWA Designation C200 shall govern the testing. Pipe length shall be not less than 35' per joint, except for specials, unless otherwise noted. There shall be no more than one longitudinal or girth seam per section. Nominal pipe diameter and steel thickness shall be as specified on the drawings. The diameter shown is the required inside diameter after cementmortar lining. All pipe shall be manufactured by an established manufacturer who has had at least five years of experience in successfully building this type of pipe. Openings for air valves, main connections, and blow-off connections shall be provided with suitable reinforcements around the opening, welded to the body of the pipe in accordance with AWWA Manual M11. Openings of the sizes shown on the drawings shall be furnished with steel blind flanges of proper strength to withstand the working pressure of the line where no other provision is made for closing the openings. Blind flanges shall be fabricated from material listed above as specified under AWWA C200. All bolts shall be carbon steel ANSI/ASTM A307, Grade A only, in accordance with ANSI/AWWA C207. For corrosion monitoring of steel pipe, junction box test stations shall be furnished and installed. Magnesium anode banks shall be furnished and installed if specified in the plans. Junction box test stations and anode banks shall be installed in accordance with the stationing as shown on the Schedule of Anode Spacing in the plans.

204.1.2 All steel pipe shall be manufactured with ends of true circular shape, free from indentations, projections, or roll marks for a distance of 8" from the end of the pipe. This shall be done by hydraulic expansion or some other method satisfactory to the Engineer. The outside circumference shall not vary by more than  $\pm 1\%$  or as required for jointing of pipe as described in AWWA C200.

204.1.3 Where steel fittings or specials are specified or required, they shall conform to all of the steel pipe specification requirements and to the AWWA Standard for Dimensions for Steel Water Pipe Fittings AWWA C208. Where fittings and specials are fabricated from mill pipe, they shall be fabricated from pipe hydrostatically tested in accordance with AWWA C200 with mitered joints dye checked for welding flaws. Changes in line and grade shall be made by steel specials or in the joints. Joint deflection shall not exceed that as recommended by the manufacturer. Inside diameter of steel specials and fittings shall be the required inside diameter of cement-mortar lining.

# EXHIBIT B

204.1.4 Where field cutting of steel pipe is permitted, pipe shall be cut by sawing. The inside lining shall be removed for a minimum of 6" each side of the cut and the pipe surface shall be cleaned and brushed to bright metal. After welding, the inside lining shall be replaced in accordance with AWWA C602.

204.1.5 Steel Pipe shall be designed in accordance with AWWA M11 and AWWA C200 except as noted herein. Steel Pipe shall conform to ASTM A139 Grade B or C. The design criteria for steel pipe thickness shall be based on a minimum 150 psi working pressure plus a 100-psi allowance for water hammer except the minimum thickness of steel pipe shall be 0.25". The minimum thickness standard in inches for each following size pipe shall be as follows:

Minimum Thickness – Inches for Grade of Steel

Nominal Pipe Diameter	A-139 Gr. B	A-139 Gr. C
6" – 36"	0.250	0.250
42"	0.281	0.250
48"	0.313	0.281
54"	0.375	0.313
60"	0.406	0.344
66"	0.438	0.375
72"	0.500	0.406

Maximum depth of cover shall be 12'. Depth of cover in excess of 12' shall require special design.

204.1.6 Hangar and support systems shall be designed in accordance with AWWA M11.

## 204.2 JOINTS

204.2.1 Steel Pipe and fittings shall have one of the following type joints: slip joint ends for field lap welding, single beveled ends for field butt welding, double beveled ends for field butt welding, "O" ring bell and spigot joints, or plain ends for mechanically coupled field joints. Flange ends shall be used only when noted on the drawings.

204.2.2 Welded joints shall conform to, and be tested in accordance with, the AWWA Standard for Field Welding of Steel Water Pipe Joints, AWWA C206. Slip joints for field lap welding shall be sized to provide tolerances per C200.

204.2.3 Mechanically coupled joints shall consist of Dresser Couplings, Style 38, or equal, or as specified on the drawings. The harness lugs, tie bolts, and nuts shall conform to AWWA M11 Steel Pipe Design and Installation, Par. 19.8.

# EXHIBIT B

204.2.4 Bell and spigot joints with rubber gasket shall conform to the AWWA Standard for Steel Water Pipe 6" and Larger, AWWA C200 and the AWWA Steel Pipe Manual, M-11. The gasket shall be a continuous "O" ring design of natural rubber or neoprene and shall be of suitable cross-section and size to assure a watertight joint. Acceptable bell and spigot joints for all steel pipe diameters and thicknesses shall be the "O" Ring-Bar Type, or the "O" Ring-Carnegie Section, or rolled groove type joint. Bell and spigot ends shall be properly sized by forcing over a sizing die or by expanding to stretch the steel beyond its elastic limit so that the difference in diameter between outside of spigot and inside of bell at normal engagement is not less than 0.03" and not more than 0.10" as measured on circumference with a diameter tape. Shop applied interior lining on the bell end of the pipe shall be held back a minimum distance of the spigot engagement +1-1/8" for the Bar and Carnegie Type Joints. Hold back for the rolled groove joint shall be the spigot engagement +1/2". Interior lining for the spigot shall be continuous to the end. Field replacement of the interior joint linings shall be in accordance with Section 201.4. of these specification for cement-mortar linings. All "O" Ring joints shall be electrically bonded using a #4 bare copper wire, 6" length #15 cadweld cartridge brazed to bare metal at the bell and spigot or equal. Shop applied exterior coatings shall be held back in accordance with manufacturer's specifications. Field replacement of exterior coatings at the joints shall be in accordance with the AWWA C216, Heat Shrinkable Cross-Linked Polyolefin Coatings for the Exterior of Specials, Connections and Fitting, AWWA C209, Cold-Applied Tape Coatings for Special Sections, Connections, and Fittings, for Steel Water Pipelines, or AWWA C205, Cement-Mortar Protective Lining and Coating for Steel Water Pipe, 4" and Larger, Shop Applied.

204.2.5 Where steel pipe is to be tapped in the field, a split tapping saddle of 150 psi working pressure shall be used. The saddle body shall be heavy welded ANSI/ASTM A36, or ANSI/ASTM A285, Gr. C steel with flange conforming to ANSI/AWWA C207, Class D. The gasket shall be natural rubber or neoprene design in a continuous ring of suitable cross-section and sized to assure a watertight joint. The interior and exterior surfaces of the saddle body shall be shop coated with a fusion-bonded epoxy. The exterior coating or wrap on steel pipe shall be removed to bare metal beneath the entire area to be covered by the sleeve.

204.2.6 Flanged joints shall conform to the AWWA Standard for Steel Pipe flanges, AWWA C207, Class D.

## 204.3 EXTERIOR COATING

204.3.1 The exterior coating on steel pipe and fittings shall be in accordance with Tape Coating Systems for the Exterior of Water Pipelines, AWWA C214 or cementmortar coatings in accordance with AWWA C205, Cement-Mortar Protective Lining and Coating For Steel Water Pipe, 4" and Larger, Shop Applied. Where tape coatings

# EXHIBIT B

are used, the total thickness shall be no less than 80 mils. Where cement-mortar coating is used, the thickness shall be not less than 3/4" and reinforced with spiral-wire, wire-fabric, or ribbon mesh reinforcement in accordance with AWWA C205, Sec. 2.1. All above ground piping shall be cleaned, primed, and painted with enamel, as shown in the plans. The total dry film thickness shall be 6 mils.

204.3.2 If field welding is used, the pipe joints shall be furnished with the outside coating held back, in accordance with standard joint detailed drawings. The coating and any touch up work shall be done under the direction of the coating manufacturer, and as approved by the Engineer.

## 204.4 INTERIOR LINING

204.4.1 The interior lining shall be installed in the field in accordance with AWWA C602, Cement-Mortar Lining of Water Pipelines, 4" and Larger, In Place; or shop applied in accordance with AWWA C205, Cement Mortar Protective Lining and Coating for Steel Water Pipe, 4" and Larger, Shop Applied. The lining shall be 3/8" thick for diameters through 36", and 1/2" thick for 42" and larger, whether shop or in place lined. Tolerances shall be in accordance with the applicable AWWA standards. Coal-tar enamel and coal tar epoxy interior linings will not be permitted.

204.4.2 Where in place cement-mortar lining is used, the contractor shall furnish all materials, labor, and equipment, prepare the interior surface, and machine place the mortar lining in the pipe. The lining at valves, specials, and bends may be hand sprayed or troweled, or hand applied as required. The lining shall be maintained in a moist condition while curing. The contractor shall be responsible for any extended curing time until acceptance by the Engineer. No additional payment shall be made for any extended curing period.

204.4.3 Where in-place mortar lining is cracked or delaminated from steel cylinder pipe, contractor shall repair broken or delaminated areas with Hilti two-part epoxy or approved equal.

## 204.5 STRUTTING AND BRACING

204.5.1 Strutting and bracing shall be provided on all specials, fittings, and straight pipe, where shop lined or coated with cement mortar, so as to limit the maximum pipe deflection to 2% of inside diameter and to maintain roundness of  $\pm 1\%$  during transportation, handling and joining the pipe. Coated pipe shall be handled with wide belt slings or padded forks. Chains, cables, or other equipment likely to cause damage to the pipe or coating shall not be used. The strutting shall remain in place until all compacting and backfilling has been completed.



## PURCHASE AGREEMENT

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**INSTRUCTIONS:** Bidder must properly sign and return this document or Bid may be rejected. Your signature on this document indicates You have read and understand these terms and conditions and agree to be bound by them.

**THIS PURCHASE AGREEMENT** is between the CITY OF TULSA, OKLAHOMA, a municipal corporation, 175 East 2<sup>nd</sup> Street, Tulsa, Oklahoma, 74103-3827 (the "City") and:

(Bidder's company name as reflected on its organizational documents filed with the state in which Bidder is organized; not simply DBA and address) (the "Seller").

### WITNESSETH:

WHEREAS, the City has approved certain specifications and advertised for or solicited Bids on the following supplies or services:

### TAC 1221C – Cast Iron Sleeves & Kits

(the "Supplies and/or Services").

WHEREAS, Seller submitted a Bid and desires to provide the Supplies and/or Services to City;

WHEREAS, Seller acknowledges that its signature on this Purchase Agreement constitutes an irrevocable offer to provide the Supplies and/or Services specified in the Agreement and that if Accepted by the City's Mayor, this document will become the contract for such Supplies and/or Services.

NOW, THEREFORE, for and in consideration of the terms, covenants and conditions hereinafter set forth, the parties hereto agree as follows:

#### 1. Definitions.

- 1.1. **"Acceptance" or "Accepts"** with respect to a Bid means either (1) City's execution of the Purchase Agreement, or (2) Mayor's written approval of the Bid award recommendation and issuance of a purchase order on behalf of the City if the purchase is for an amount less than One Hundred Thousand Dollars (\$100,000) and the City determines it is in its best interests.
- 1.2. **"Acceptance"** with respect to delivery of the Supplies and/or Services shall mean City's written acknowledgment that Seller has satisfactorily provided such Supplies and/or Services as required.
- 1.3. **"Addenda" "Addendum" or Amendment(s)"** means a clarification, revision, addition, or deletion to the Invitation for Bid by City which will become a part of the agreement between the parties.
- 1.4. **"Agreement"** consists of the Invitation for Bid and the Purchase Agreement.
- 1.5. **"Bid Opening Date"** means the date the Bid is opened by the City.
- 1.6. **"Bid Submission Date"** means the date the Bid is due from Bidder to the City.
- 1.7. **"City"** means the City of Tulsa, Oklahoma.
- 1.8. **"Days"** means calendar days unless otherwise specified.
- 1.9. **"Invitation for Bid" or "IFB"** consists of the following documents: Cover page, Sections I-VI, Exhibit A – Delivery and Pricing, Affidavit(s), Purchase Agreement, and Bidder Checklist.
- 1.10. **"Primary Seller"** means the Seller whose Bid City Accepts as the principal seller of the Supplies and/or Services required.
- 1.11. **"Purchasing Ordinance"** means Tulsa Revised Ordinances, Title 6, Chapter 4 et seq.
- 1.12. **"Secondary Seller"** means the Seller whose Bid City Accepts as a back-up seller in the event the Primary Seller is unable to provide all the Supplies and/or Services.
- 1.13. **"Seller"** means the Bidder whose Bid City Accepts.
- 1.14. **"Specifications"** means the technical and/or performance requirements for the Supplies or Services.
- 1.15. **"You" or "Your"** means the Bidder responding to this Invitation for Bid or the Seller whose Bid the City Accepts.
- 1.16. **"Website"** means the City of Tulsa's website for the Purchasing Division: [www.cityoftulsa.org/purchasing](http://www.cityoftulsa.org/purchasing)

2. **Order of Precedence.** Capitalized terms used but not defined herein will have the respective meanings given to them in the Purchasing Ordinance. In the event of conflicting or ambiguous language between this Purchase Agreement, any of the other Agreement documents, and additional information submitted by the Seller and Accepted by City, the parties shall be governed first according to this Purchase Agreement, second according to the remainder of the documents included in the Agreement and third according to any additional information submitted by Seller and Accepted by City.

3. **Purchase and Sale.** Seller agrees to sell City the Supplies and/or Services for the price and upon the delivery terms set forth on Exhibit A – Delivery and Pricing. City agrees to pay Seller the price as set forth in Exhibit A based on (a) the quantity actually purchased in the case of Supplies and/or Services priced by unit, or (b) the total price for a stated quantity of Supplies and/or Services, upon (i) delivery of the Supplies and/or Services to the City, (ii) the City's Acceptance thereof, and (iii) Seller's submission and City's approval of a verified claim for the amount due. City shall not pay any late charges or fees.

## PURCHASE AGREEMENT

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4. **Term.** The term of the Agreement begins on the date the Mayor/Mayor Pro Tem of the City of Tulsa executes this Purchase Agreement and terminates one year from that date. City in its sole discretion may offer Seller an opportunity to renew this Agreement up to an additional four (4) one (1) year term(s). Seller understands and acknowledges that any future contracts or renewals are neither automatic nor implied by this Agreement. City's continuing purchase of the Supplies and/or Services set forth in this Agreement is subject to City's needs and to City's annual appropriation of sufficient funds in City's fiscal year (July 1<sup>st</sup> to June 30<sup>th</sup>) in which City purchases Supplies and/or Services. In the event City does not appropriate or budget sufficient funds to perform this Agreement, this Agreement is null and void without further action by City.

The City may extend the Agreement for ninety (90) days beyond a final renewal term at the price and upon the delivery terms set forth on Exhibit A – Delivery and Pricing. The City, at its sole option and to the extent allowable by law, may choose to exercise subsequent ninety (90) day extensions upon the price and upon the delivery terms set forth on Exhibit A – Delivery and Pricing to facilitate the finalization of related terms and conditions of a new award or as needed for transition to a new Seller.

5. **Supplies Warranty.** With respect to all Supplies to be delivered under this Agreement, Seller warrants to City that such Supplies will be of good materials and workmanship and free from defects and will conform to the Specifications provided by City. In addition, Seller shall assure that the Supplies purchased hereunder are covered by all available and applicable manufacturers' warranties for such Supplies and expressly agrees that it will be responsible for performing all warranty obligations set forth in the Specifications for the Supplies.
6. **Services Warranty.** With respect to all Services to be performed under this Agreement, Seller warrants that it shall perform the Services using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and in accordance with the Specifications provided by City.
7. **Warranty Period.** Seller agrees that all warranties set forth herein will remain in effect for a period of one (1) year from the date City Accepts the Supplies and/or Services, or as specified in the Specifications, whichever is later. Seller shall not disclaim or otherwise limit the express warranties set forth herein.
8. **Warranty Remedies.** City shall notify Seller if any of the Supplies and/or Services fails to meet the warranties set forth above. If the failure is with Supplies, then Seller shall promptly correct, repair or replace such Supplies at its sole expense and/or if the failure is with a Service, then Seller shall promptly reperform such Service at Seller's sole expense. Notwithstanding the foregoing, if City determines that such Supplies and/or Services are defective or non-conforming within the first thirty (30) Days after the date of Acceptance by City, then Seller at City's option shall refund the entire purchase price, and, in the case of Supplies, City shall promptly return such Supplies to Seller. Seller shall pay all expenses related to the return of such Supplies to Seller.
9. **Rejection, Seller Bears Risk.** All Supplies and Services purchased in the Agreement are subject to approval by the City. Rejection of Supplies or Services, resulting because of nonconformity to the terms, conditions, and Specifications of this Agreement, whether held by the City or returned, will be at Seller's risk and expense. Seller shall bear the risk of loss or damage at all times until the Acceptance of the Supplies or Services by City.
10. **Force Majeure.** Seller will not be responsible for delays in delivery of the Supplies or Services due to acts of God, government action or inaction, fire, war, or riot, provided Seller notifies the City immediately, in writing of such pending or actual delay. Normally, in the event of any such delays (acts of God, etc.) the date of delivery of the Supplies or Services will be extended for a period equal to the time lost due to the reason for delay.
11. **Conflict of Interest.** By signing this Purchase Agreement, Seller covenants that it has no direct or indirect pecuniary or proprietary interest, and that it shall not acquire an interest that conflicts in any manner or degree with the Supplies or Services required to be provided or performed under the Agreement. Furthermore, Seller shall not employ any person or agent having any such conflict of interest. In the event that the Seller or its agents, employees or representatives hereafter acquires such a conflict of interest, it shall immediately disclose such interest to the City and take action immediately to eliminate the conflict or to withdraw from this contract, as the City requests.
12. **No Indemnification by City.** Seller understands and acknowledges that City is a municipal corporation that is funded by its taxpayers to operate for the benefit of its citizens. Accordingly, and pursuant to Oklahoma law, City shall not indemnify nor hold Seller harmless for loss, damage, expense or liability arising from or related to this Agreement, including any attorneys' fees and costs. In addition, Seller shall not limit its liability to City for actual loss or direct damages for any claim based on a material breach of this Agreement. City reserves the right to pursue all legal and equitable remedies to which it may be entitled.
13. **Liability/Indemnification.** Seller shall hold City harmless for any loss, damage or claims arising from or related to its performance of the Agreement. Seller must exercise all reasonable and customary precautions to prevent any harm or loss to all persons and property related to the Agreement. Seller agrees to indemnify and hold the City harmless from all claims, demands, causes of action or suits of whatever nature arising out of the Supplies, Services, labor, or materials furnished by Seller or Seller's subcontractors under this Agreement. In addition, Seller agrees to indemnify, defend, and save harmless City and its officers, employees and agents from all suits and actions of any nature brought against them due to the use of patented appliances, products or processes provided by Seller hereunder. Seller shall pay all royalties and charges incident to such patents.

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14. **No liens.** Pursuant to City's Charter (Art. XII, §5), no lien of any kind shall exist against any property of City. Seller shall deliver all Supplies to City free and clear of liens. Delivery by Seller to City of Supplies which are subject to liens shall be a material breach of the Agreement and all damages and costs incurred by City because of the existence of such liens shall be paid to City by Seller. At City's option, City may return such Supplies to Seller and Seller shall pay the cost of returning such Supplies and reimburse City for any payments made for such Supplies.
15. **No Insurance by City.** If City is leasing Supplies herein, City shall not be required to obtain insurance for Seller's property. Seller shall be solely responsible for any insurance it deems necessary. City is self-insured for its own negligence, subject to the limits of the Governmental Tort Claims Act (51 O.S. § 151 et seq.).
16. **No Confidentiality.** Seller understands and acknowledges that City is subject to the Oklahoma Open Records Act (51 O.S. §24A.1 et seq.) and therefore cannot assure the confidentiality of this Agreement or other information provided by Seller pursuant to this Agreement that would be inconsistent with City's compliance with its statutory requirements thereunder.
17. **Compliance with Laws.** Seller shall comply and ensure its subcontractors used in the performance of this Agreement comply with all applicable federal, state and local laws, regulations and standards. Seller is responsible for any costs of such compliance. Seller certifies that it and all its subcontractors to be used in the performance of this Agreement are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. Sec. 1312 and includes but is not limited to the free Employee Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).
18. **Acknowledgment.** If Seller has 10 or more full-time employees during the term of the Agreement, and this Agreement has a value of one hundred thousand dollars (\$100,000) or more, Seller hereby represents, warrants, and covenants to the City that, in accordance with and pursuant to 21 O.S. § 1289.31 (i) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.
19. **Termination.** City, by written notice, may terminate this Agreement, in whole or in part, when such action is in the best interest of City. If City terminates this Agreement, City shall be liable only for payment for Supplies accepted and Services rendered prior to the effective date of termination. City's right to terminate this Agreement is cumulative to any other rights and remedies provided by law or by this Agreement.
20. **Payment.** Invoices should be e-mailed to the City of Tulsa – Accounts Payable at: [apinvoices@cityoftulsa.org](mailto:apinvoices@cityoftulsa.org). Payment will be made net 30 days after receipt of a properly submitted invoice or the City's Acceptance of the Supplies or Services, whichever is later.  

Each invoice must be fully itemized, identifying Supplies provided and/or Services performed, and must bear the purchase order number assigned by the City.

The purchase order number shall appear on all invoices, packing lists, packages, shipping notices, instruction manuals and other written documents relating to the Supplies or Services. Packing lists shall be enclosed in each and every box or package shipped pursuant to this Agreement, indicating the content therein.
21. **Price Changes.** The parties understand and agree that the variables in Seller's cost of performance may fluctuate, but any change in Seller's cost of performance will not alter its obligations under this Agreement, nor excuse performance or delay on Seller's part. Notwithstanding the foregoing, after the first year of the term, the Seller may request a price increase in addition to any other price increase set forth in this Agreement. In its sole discretion, the City may approve the request if it determines that such price increase is in the City's best interest.
22. **Right to Audit.** Seller agrees that Seller's books, records, documents, accounting procedures, practices, price lists or any other items related to the Supplies and/or Services provided hereunder are subject to inspection, examination, and copying by City or its designees. City requires Seller to retain all records related to this Agreement for the duration of the term of this Agreement and a period of three years following completion and/or termination of the Agreement. If an audit, litigation or other action involving such records begins before the end of the three-year period, Seller shall maintain the records three years after the date that all issues arising out of the action are resolved or until the end of the three-year retention period, whichever is later.
23. **Notice.** Any notice, demand, or request required by or made pursuant to this Agreement will be deemed properly made if personally delivered in writing or deposited in the United States mail, postage prepaid, to the following:

To Seller:

To CITY:

Contact for Legal Notice as specified on Exhibit A – Delivery and Pricing form.  
City Clerk  
CITY OF TULSA, OKLAHOMA  
175 E. 2<sup>nd</sup> Street, Suite 260  
Tulsa, Oklahoma 74103

With a copy to:

Tulsa Purchasing Division  
175 E. 2<sup>nd</sup> Street, 15<sup>th</sup> Floor  
Tulsa, OK 74103

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24. **Relationship of Parties.** The Seller is and shall always remain an independent contractor with respect to activities and conduct while engaged in the performance of services for the City under this Agreement. No employees, subcontractors or agents of the Seller will be deemed to be employees of the City for any purpose whatsoever, and none will be eligible to participate in any benefit program provided by the City for its employees. The Seller shall be solely responsible for the payment of all employee wages and salaries, taxes, withholding payments, fringe benefits, insurance premiums, continuing education courses, materials or related expenses on behalf of its employees, subcontractors, and agents. Nothing in this Agreement will be construed to create a partnership, joint venture, or agency relationship among the parties. No party will have any right, power or authority to act as a legal representative of another party, and no party will have any power to obligate or bind another party, or to make any representations, express or implied, on behalf of or in the name of the other in any manner or for any purpose whatsoever.
25. **Third Parties.** This Agreement is between City and Seller and creates no right unto or duties to any other person. No person is or will be deemed a third-party beneficiary of this Agreement.
26. **Time of Essence.** City and Seller agree that time is deemed to be of the essence with respect to this Agreement. The Agreement is subject to cancellation by the City for Seller's failure to deliver on time. All deliveries are required F.O.B to the City's facilities. For any exception to the delivery date specified in the Agreement, Seller shall give prior written notification and obtain written approval from the City. The Acceptance by the City of later performance with or without objection or reservation shall neither waive the City's right to claim damages for such breach nor constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by Seller.
27. **Binding Effect.** This Agreement shall be binding upon City and Seller and their respective successors, heirs, legal representatives and permitted assigns.
28. **Headings.** The headings used herein are for convenience only and will not be used in interpreting this Agreement.
29. **Severability Provision.** If any term or provision herein is determined to be illegal or unenforceable, the remainder of this Agreement will not be affected thereby. It is the intention of the parties that if any provision is held to be illegal, invalid or unenforceable, there will be added in lieu thereof a provision as similar in terms to such provision as is possible to be legal, valid and enforceable.
30. **Governing Law and Venue.** This Agreement is executed in and shall be governed by and construed in accordance with the laws of the State of Oklahoma without regard to its choice of law principles, which shall be the forum for any lawsuits arising under this Agreement or incident thereto. The parties stipulate that venue is proper in a court of competent jurisdiction in Tulsa County, Oklahoma and each party waives any objection to such venue. City does not and will not agree to binding arbitration of any disputes.
31. **No Waiver.** A waiver of any breach of any provision of this Agreement shall not constitute or operate as a waiver of any other provision, nor shall any failure to enforce any provision hereof operate as a waiver of the enforcement of such provision or any other provision.
32. **Entire Agreement.** The entire agreement between City and Seller is contained in the Agreement. No verbal agreement between the parties is binding. Any scope of services, scope of work, quote, invoice, acknowledgment or other communication or other document issued by Seller in connection with this Agreement will be for the purposes of describing in greater detail the Supplies and/or Services (as applicable) to be provided. Seller's rejection or modification of the terms set forth in the City's IFB is void and of no effect, unless any such modification improves upon the City's terms or Specifications, in which case the improvement is accepted. Seller understands and acknowledges that if it adds terms and conditions to its Bid that are different from the terms set forth herein that City may reject the Bid as non-responsive.
33. **Amendment/No Assignment.** The Agreement may only be modified or amended in a writing signed by both parties. Notwithstanding anything to the contrary stated herein or in the attachments to this Agreement, no future agreements, revisions or modifications that may be required under this Agreement are effective or enforceable unless such terms, revisions or modifications have been reduced to writing and signed by City and Seller. Seller may not assign this Agreement or use subcontractors to provide the Supplies and/or Services without City's prior written consent. Seller shall not be entitled to any claim for extras of any kind or nature.
34. **Multiple Counterparts.** This Purchase Agreement may be executed in several counterparts, each of which will be deemed an original, but which together will constitute one and the same instrument.
35. **Interpretive Matters and Definitions.** The following interpretive matters shall be applicable to this Agreement:
  - 35.1. Unless the context otherwise requires: (a) all references to Sections are to Sections of or to this Agreement; (b) each term defined in this Agreement has the meaning assigned to it; (c) "or" is disjunctive but not necessarily exclusive; (d) words in a singular include the plural and vice versa. All references to "\$" or to dollar amounts shall be in lawful currency of the United States of America;
  - 35.2. No provision of this Agreement will be interpreted in favor of, or against, any of the parties hereto by reason of the extent to which such party or its counsel participated in the drafting thereof or by reason of the extent to which any such provision is inconsistent with any prior draft hereof or thereof;
  - 35.3. Any reference to any applicable laws will be deemed to include all rules and regulations promulgated thereunder and judicial interpretations thereof, unless the context requires otherwise;

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- 35.4. The word "including" means "including, without limitation" and does not limit the preceding words or terms; and
- 35.5. All words used in this Agreement will be construed to be of such gender, number or tense as circumstances require.

- 36. **Equal Employment Opportunity.** Seller agrees to comply with all applicable laws regarding equal employment opportunity and nondiscrimination.
- 37. **Authority to Bind.** The undersigned individual states that s/he has authority to bind Seller to this Agreement, that s/he has read and understands the terms of this Agreement, and that Seller agrees to be bound by this Agreement.

**IMPORTANT NOTE: This document must be signed by Authorized Agent. FAILURE TO SUBMIT PROPERLY AUTHORIZED SIGNATURE MAY RESULT IN YOUR BID BEING REJECTED AS NONRESPONSIVE.**

IN WITNESS WHEREOF, this Agreement has been executed in multiple copies on the dates set forth below to be effective during the period recited above.

Seller Company Name: \_\_\_\_\_

**Sign Here ►** \_\_\_\_\_

ATTEST:

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Corporate Secretary

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

**CITY OF TULSA, OKLAHOMA,  
a municipal corporation,**

ATTEST:

By: \_\_\_\_\_

Mayor

\_\_\_\_\_  
City Clerk

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

APPROVED:

\_\_\_\_\_  
Assistant City Attorney

## BIDDER CHECKLIST

Use this checklist to ensure You have properly read and completed **all** documents listed below. This document (the IFB) contains all the following materials, which must be completed and returned to the City of Tulsa City Clerk’s Office in a mailed envelope with the affixed packing label (found on the last page). Each of these documents will form the resulting Agreement between the City and Seller.

Remember: Bids must be sealed and either mailed or delivered. Please use the provided label to clearly write the Bidder legal name and Bid number on the outside of the package, container, or envelope. The package, container, or envelope should contain both of Your completed Bids, the original and the copy. No faxed or emailed Bids will be considered. Unless otherwise stated herein, Bids received after the stated date and time **will not be accepted**.

Bidder’s Name: \_\_\_\_\_

<b>BIDDER CHECKLIST</b>		
<b>BIDDER DOCUMENTS</b>	<b>PAGES</b>	<b>INCLUDED?</b>
Notice of Invitation for Bid (Cover page and Sections I-IV)	1-2, 5-7	
Specifications	3-4	
Certificate(s) of Insurance	8	
References (if applicable)	9	
Sample Forms	10	
EXHIBIT A: Delivery and Pricing	11-14	
EXHIBIT B: Engineering Standard Specifications and Standard Details Division 2, Parts 203 – 204	15-30	
Affidavits <b>Signatures of Authorized Agent and notarization required.</b> <b>Reference Page 2: Authorized Agent</b>	31	
Purchase Agreement <b>Complete legal name in first paragraph and signature block.</b> <b>Signature by Authorized Agent required.</b> <b>Reference Page 2: Authorized Agent</b>	32-36	

**Any contact with City Employees or Officials, other than the assigned Project Buyer, for or about this solicitation will disqualify Your Proposal and it shall be deemed non-responsive.**

## PACKING LABEL

**Top Left Corner**

**Your Company Name**

**Street Address**

**City, State, Zip Code**

**FROM:**

**City of Tulsa – City Clerk’s Office**

175 East 2<sup>nd</sup> Street, Suite 260

Tulsa, OK, 74103

**Bidder Submission For:**

**BID# TAC 1221C**

**BID DESCRIPTION: Cast Iron Sleeves & Kits**

Please affix this label on the package, container, or envelope containing Your two completed Bids: one labeled “Original,” the other labeled “Copy.” We recommend that both Bids (original and copy) be sent in the same envelope.

This label ensures that Your Bid will be sent to the correct office (City Clerk’s) and that it is associated with the correct Solicitation (indicated by the Bid number). Bids must be sealed and either mailed or delivered to the City Clerk’s Office. Bids must also be received no later than 5:00 PM (CST) on date listed on the first page of the IFB.