

Updated version 3-31-2025

ORANGE WATER AND SEWER AUTHORITY

REQUEST FOR BIDS

BID TITLE:

**Material purchase**

Meadowbrook Drive Water Main  
Replacement

DATE OF ISSUE: August 14, 2025

BID OPENING DATE: September 9, 2025, TIME: 2:00 PM

LOCATION:

ORANGE WATER & SEWER AUTHORITY  
400 JONES FERRY ROAD  
CARRBORO, NORTH CAROLINA 27510  
PHONE: (919) 968-4421

NOTICE AND INSTRUCTIONS TO BIDDERS

Sealed Bids will be received by the Orange Water and Sewer Authority (hereinafter referred to as OWASA), to provide water pipe materials as specified in this Request for Bids (hereinafter referred to as RFB) until 2:00 PM on September 9, 2025, at the OWASA Administration Building, 400 Jones Ferry Road, Carrboro NC 27510. At which time the bids will be opened and read aloud.

Sealed Bids must be submitted showing unit price fully extended on the Bid Sheet in an envelope addressed to the Formal Bid Opening, Meadowbrook Drive Water Main Replacement Material Only; Orange Water and Sewer Authority, Attention Darren Berger, 400 Jones Ferry Road, Carrboro NC 27510.

Award shall be made to the lowest responsive, responsible bidder taking into account the quality, performance and time specified in the RFB for the performance of the contract.

All material/Equipment must meet all OWASA standard specifications and be the kind and type specified, or an approved equivalent. Quoted price shall include any sales or usage taxes.

All bids shall be valid for a period of 60 days pending OWASA Executive Director's approval or awarding of a contract.

All bids shall be notarized. Bidders responding to this RFB are hereby notified that NC General Statutes relating to letting of bids will be observed in receiving bids and awarding contract.

All material/equipment quoted shall be new and conform to OWASA Plans as well as OWASA's Manual of Standards, Specifications, and Design, January 2025.

All bids shall include delivery to OWASA and schedule of delivery. Bidder must be able to deliver material by October 1, 2025. Failure to provide material by this date may be considered non-responsive.

Acknowledgement of addenda is required. Failure to do so may be considered non-responsive.

Deadline for questions concerning this bid shall be submitted to [Dberger@owasa.org](mailto:Dberger@owasa.org) by 2:00 p.m. September 1, 2025. Questions after this time and date will not be answered.

Bidder must meet all the above requirements for bid to be considered responsive.

OWASA reserves the right to reject any or all bids, to waive informalities, and to accept any bid which, in the opinion of OWASA, appears to be in its best interest.

This RFB and all Bidder responses are considered public information, except for trade secrets specifically identified in writing by the Bidder, which will be handled according to State Statute or other laws. Any section of the Bidder's response package that is deemed to be a trade secret by the Bidder shall be submitted in a separate envelope clearly marked "TRADE SECRET INFORMATION- DO NOT DISCLOSE."

For any questions regarding this bid, please contact Darren Berger, at [dberger@owasa.org](mailto:dberger@owasa.org).

**ATTACHMENT A**

ORANGE WATER AND SEWER AUTHORITY

SPECIFICATIONS FOR MATERIAL

- All Materials must conform to OWASA Manual of Standards, Specifications, and Design, January 2025.
- Actual bid shall include all required parts and pieces to create a fully functioning assembly in accordance with OWASA Manual of Standards, Specifications, and Design, January 2025.
  - **SCHEDULE:** OWASA plans to begin construction in October 2025. In order to continue work, material procurement and delivery is essential. Bidders shall include a proposed schedule of pipe delivery with proposal. The schedule proposal must be approved by OWASA with the intent that **bidders must be able to provide materials on a schedule that is suitable for construction to continue without delay once it is started. Failure to meet schedule deadlines maybe caused to be considered nonresponsive.**

**Meadowbrook Drive Materials List**

Description	Quantity
8" DI Pipe	2,100
EPDM Gripper Gaskets	105
2" PVC Pipe (SDR17)	200
2" Hard Copper	40
8" X ¾" Saddles	18
2" X ¾" Saddles	3
8" X 8" Full Body DI Tapping Sleeve and Valve	1
5 1/4" 4' Bury Hydrant	1
¾" Type K Soft Copper Tubing	350
¾" Corp Stops	21
8" DI Gate Valve	5
Tracer Wire	2,000
UG Blue Water Tape	2,000
8" X 4" Reducer	1
8" 11-1/4" Bends	6
8" 22-1/2" Bends	6
8" X 6" Anchored Tee	1
8" 45 Bends	2
11" X 18" X 12" Meter Box Body	21
Meter Box Lids	21
5/8" X ¾" X 12" Meter Yokes	21
8" X 8" Tee	2
4" Gate Valve	1
4" Sleeve	1
8" X 2" Tapped Plug	1

\*\*Above list is not inclusive of all required parts and pieces, utilize plans and OWASA standard specifications to determine exact part list for proposal\*\*

BID SHEET

To: Orange Water and Sewer Authority  
400 Jones Ferry Road  
Carrboro, NC 27510

Acknowledgement of Addenda \_\_\_\_\_

Failure to acknowledge addenda may be caused to consider bid as no responsive.

The undersigned, as the bidder, hereby declares that this bid is made without connection to any other person, company, or parties making a similar bid or proposal and that the bid is in all respects fair and in good faith, without collusion or fraud.

The bidder has carefully examined the specifications and instructions to bidders and hereby declares that bidder will furnish the material called for in the manner prescribed in the specifications and instructions to bidders for the following price:

Total Lump Sum Price (\$): \_\_\_\_\_ (please do not include sales tax)

\_\_\_\_\_  
In Words (\$)

**Include detailed breakdown as support (required)**

\_\_\_\_\_  
Name of Business Submitting Proposal

\_\_\_\_\_  
Signature of Authorized Representative/Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email Address of Representative

Orange Water and Sewer Authority  
Finance Department  
400 Jones Ferry Road  
Carrboro, NC 27510  
[ap@owasa.org](mailto:ap@owasa.org)

Name (as reported on your income tax return) \_\_\_\_\_

Business Name \_\_\_\_\_ Federal ID# \_\_\_\_\_ or SS# \_\_\_\_\_

Check one of the following:

Corporation  Sole Proprietorship  Partnership  Other \_\_\_\_\_

Order Address

Payment Address

Street \_\_\_\_\_

Street \_\_\_\_\_

PO Box \_\_\_\_\_

PO Box \_\_\_\_\_

City \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Zip Code \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone Number \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Terms \_\_\_\_\_

Discount \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Are you related to or have a professional relationship with any OWASA employee?  Yes  No  
(If you answered yes, the Relationship Vendor Form should be completed and included with this bid)

Are you a minority business enterprise?  Yes  No

If you answered yes, please check the appropriate box:

- African American  Hispanic
- American Indian  Female
- Asian American

Socially and economically disadvantaged as defined in 15 U.S.C. 637

Product(s) and/or Service(s)

Please list the type of product(s) and/or service(s) that your company can provide:

\_\_\_\_\_

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

**Relationship Vendor Form**

If you are related to or have a professional relationship with any employee of Orange Water and Sewer Authority, this form must be completed and included with this bid.

Vendor Information:

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

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

Related OWASA employee: \_\_\_\_\_

Relationship to employee: \_\_\_\_\_

**We agree that our relationship will not hinder or corrupt our professional relationship with Orange Water & Sewer Authority.**

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
OWASA Employee Signature

\_\_\_\_\_  
Date

**Orange Water and Sewer Authority is aware and understands these parties have a relationship with each other. The decision to authorize the use of this vendor was not influenced in any manner by the relationship referenced above.**

\_\_\_\_\_  
Department Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Finance Officer

\_\_\_\_\_  
Date

**ATTACHMENT B  
E-VERIFY AFFIDAVIT**

I, \_\_\_\_\_ (the individual attesting below), being duly authorized by and on behalf of  
\_\_\_\_\_ (the entity identified as the "Employer") after first being duly sworn

hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with Article 2 of Chapter 64 of the North Carolina General Statutes.

2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with Article 2 of Chapter 64 of the North Carolina General Statutes.

3. Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer for specified contracts subject to E-Verify entered into with the Orange Water and Sewer Authority.

This \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_

Signature of Affiant

Print or Type Name: \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_

Signed and sworn to (or affirmed) before me, this the \_\_\_\_\_

day of \_\_\_\_\_.

My Commission Expires:

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

(Affix Official/Notarial Seal)

Name of Counterparty: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**ATTACHMENT C**



**CERTIFICATION REGARDING CONFLICT OF INTEREST**

The Submitter is required to certify that performance of the work will not create any conflicts of interest or disclose any actual or potential conflicts of interest by completing and signing one of the following statements:

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All Vendors should be aware of OWASA’S Code of Ethics, which prohibits OWASA Employees and Board Members from having certain relationships with persons or entities conducting (or proposing to conduct) business with OWASA and which prohibits the acceptance of gifts from Vendors. If the Vendor has an actual or potential conflict, the Vendor shall disclose any Conflict of Interest that may exist.

Conflicts of Interest (Potential or actual) will be evaluated by OWASA’S General Counsel to determine the proper course of action. Failure to comply with the provisions established above may render the vendor ineligible to participate in OWASA’S procurement process.

The Submitter hereby discloses no conflicts of interest.

DATE: \_\_\_\_\_

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

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

SUBMITTER/COMPANY NAME: \_\_\_\_\_

**OR**

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The Submitter hereby discloses the following circumstances that could give rise to a conflict of interest for the Submitter, any affiliates, any proposed subconsultants, and key personnel of any of these organizations. (Attach additional sheets as needed.)

**ATTACHMENT C**

Name of the Individual/Company to which potential conflict of interest might apply:

Nature of potential conflict of interest:

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Proposed Remedy:

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DATE: \_\_\_\_\_

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

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

SUBMITTER/COMPANY NAME: \_\_\_\_\_

**ATTACHMENT D**

RFP Number (if applicable): \_\_\_\_\_

Name of Vendor or Bidder: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IRAN DIVESTMENT ACT CERTIFICATION  
REQUIRED BY N.C.G.S. 143C-6A-5(a)**

As of the date listed below, the vendor or bidder listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4.

The undersigned hereby certifies that he or she is authorized by the vendor or bidder listed above to make the foregoing statement.

\_\_\_\_\_  
\_\_\_\_\_

Signature

Date

Printed Name

Title

*Notes to persons signing this form:*

N.C.G.S. 143C-6A-5(a) requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. 143C-6A-5(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer's Final Divestment List.

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address [www.nctreasurer.com/Iran](http://www.nctreasurer.com/Iran) and will be updated every 180 days.

**Attachment E**

**Companies Boycotting Israel Divestment Act Certification Form**

RFP/RFQ Number (if applicable): \_\_\_\_\_

Name of Contracting Party or Bidder: \_\_\_\_\_  
\_\_\_\_\_

**COMPANIES BOYCOTTING ISRAEL DIVESTMENT ACT CERTIFICATION  
REQUIRED BY N.C.G.S. §147-86.81et seq. \***

Pursuant to N.C.G.S. §147-86.81, any person identified as engaging in a boycott of Israel, as defined by this Act. In addition, State agencies must divest from investments in such restricted companies, determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.81, is ineligible to contract with the State of North Carolina or any political subdivision of the State.

As of the date listed below, the supplier or bidder listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. §147-86.81.

The undersigned hereby certifies that he or she is authorized by the contracting party or bidder listed above to make the foregoing statement.

\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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

N.C.G.S. §147-86.81 requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. § 147-86.81(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer’s Final Divestment List.  
  
The State Treasurer’s Final Divestment List can be found on the State Treasurer’s website at: <https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Divestment-Acts-Resources.aspx> and will be updated every 180 days.

\* Note: Enacted by Session Law 2017-193 as N.C.G.S. §147-86.81et seq.

**Attachment F**



**NON-COLLUSION AFFIDAVIT**

The prequalified bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the prequalified bidder intends to do the work with its own bonafide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion affidavit, the Contractor certifies, under penalty of perjury according to North Carolina law, their compliance with non-collusion standards. This affidavit affirms the Contractor's adherence to the required non-collusion guidelines without any exceptions.

**SIGNATURE OF PREQUALIFIED BIDDER**

Name of Prequalified Bidder \_\_\_\_\_  
Print or type name

Address as Prequalified \_\_\_\_\_

Signature of Prequalified Bidder \_\_\_\_\_  
Print or type Signer's Name

Signature of Witness \_\_\_\_\_  
Print or type Signer's name

**AFFIDAVIT MUST BE NOTARIZED**

Subscribed and sworn to before me this the  
\_\_\_\_\_ day of \_\_\_\_\_ 2025

Signature of Notary Public  
of \_\_\_\_\_ County

State of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**NOTARY SEAL**

Updated version 3-31-2025

## **ATTACHMENT- G**

# **RFB RESPONSE CHECKLIST**

## Bidder Response Checklist

**ALL FORMS AND REQUIRED INFORMATION BELOW MUST BE COMPLETED AND INCLUDED WHEN YOU SUBMIT YOUR BID PACKAGE:**

### Bidder Attachments

The Bidder must complete the following table identifying all the other documents that are being attached as part of the RFB response.

**Table 1 Vendor Attachment Checklist**

Item #	Attachment Name	Attachment Provided?	
		YES <input type="checkbox"/>	NO <input type="checkbox"/>
1	BID Form (Attachment A)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2	E-Verify Form (Attachment B)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
3	Certificate Regarding Conflict-of-Interest Form (Attachment C)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
4	Iran Divestment Act Form (Attachment D)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
5	Companies Boycotting Israel Divestment Act Form (Attachment E)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
6	Non-Collusion Form (Attachment F)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
7	Response Checklist (Attachment G) Not used	YES <input type="checkbox"/>	NO <input type="checkbox"/>