

INVITATION TO BID

Date: September 12, 2019

PROJECT: Electronic Bill Presentment and Payment

SEALED BIDS WILL BE RECEIVED AT:

Northern Kentucky Water District (Owner)
2835 Crescent Springs Rd.
P.O. Box 18640
Erlanger, Kentucky 41018

UNTIL: Date: October 1, 2019
Time: 11:00 a.m., local time

At said place and time, and promptly thereafter, all Bids that have been duly received will be publicly opened and read aloud.

The proposed services are generally described as follows: Provide a fully hosted system for real-time integration and/or batch processing of electronic presentation and payment of bills to customers of the Northern Kentucky Water District ("Owner") in a format identical to the current paper statement used beginning November 1, 2020 through October 31, 2025. It is anticipated the agreement will begin November 1, 2019 to facilitate services going live on November 1, 2020. There will be optional one-year extensions at the same unit prices bid for up to five additional one-year terms beginning November 1, 2025 with extensions possible through October 31, 2030.

All Bids must be in accordance with the Bidding Documents on file, and available for examination at: Northern Kentucky Water District, 2835 Crescent Springs Rd., Erlanger, Kentucky 41018. Copies of the Bidding Documents may be obtained from the office at the address indicated herein by contacting Denise Manning at 859-426-2718. Questions regarding the bid documents should be directed to Chris Bryant at 859-426-2708. There is no charge for these documents.

Bids will be received on a unit price basis as described in the Contract Documents.

Evaluation of Bids and the awarding of a final contract are subject to the reciprocal preference for Kentucky resident bidders pursuant to KRS 45A.490 to 45A.494 and KAR 200 5:400. Each Bid must contain evidence of Bidder's qualifications to transact business in the State of Kentucky or covenant to obtain such qualifications prior to award of the Contract. The Bidder's Organization Number from the Kentucky's Secretary of State and principal place of business as filed with Kentucky's Secretary of State must be included where applicable.

Owner reserves the right to reject any or all Bids, including without limitation the right to reject any or all nonconforming, non-responsive, incomplete, unbalanced, or conditional Bids, to waive informalities, to reject the Bid of any Bidder if Owner believes that it would not be in the best interest of Owner to make an award to that Bidder, and/or to accept a Bid that is deemed the most desirable and advantageous from the standpoint of customer value and service and concept of operations, even though such bid may not, on its face, appear to be the lowest price.

Minority Bidders are encouraged to bid.

Bids shall remain subject to acceptance for 90 days after the day of bid opening or for such longer period of time to which a Bidder may agree in writing upon request of the Owner. If a Contract is to be awarded, the Owner will give the successful Bidder a Notice of Award during the period of time which the successful Bidder's Bid remains subject to acceptance.

Lindsey Rechtin
VP Finance & Support Services