

**BID REQUEST AND SPECIFICATIONS**

**FOR**

**WATER TREATMENT CHEMICALS**

**FOR**

**CITY OF SIDNEY  
SIDNEY, OHIO**

SEALED BIDS TO BE RECEIVED AT THE

OFFICE OF THE PURCHASING DEPARTMENT 2<sup>ND</sup> FLOOR  
201 WEST POPLAR STREET  
SIDNEY, OHIO 45365-2720

UNTIL 11:30 A.M., LOCAL TIME, TUESDAY, DECEMBER 6, 2016

## INVITATION TO BID

The City of Sidney invites your firm ' s bid for **WATER TREATMENT CHEMICALS** as described in the accompanying specifications. Sealed bids clearly marked "**BID FOR WATER TREATMENT CHEMICALS**" will be accepted in the office of the City Purchasing Department 2<sup>nd</sup> Floor, 201 West Poplar Street, Sidney, Ohio, 45365, until **11:30 A.M., LOCAL TIME, ON TUESDAY, DECEMBER 6, 2016.**

Each bid must be submitted on the enclosed Bid Proposal Form and must be accompanied by a bid bond or a certified check in the amount of five percent (5%) of the total bid. The City reserves the right to reject any or all bids, to waive irregularities, and to award that bid which is deemed to be in the best interest of the City of Sidney, as determined by the City Manager.

Additional information concerning this bid may be obtained by contacting the office of the Purchasing Department 2<sup>nd</sup> Floor, Jenny Wagner, 201 West Poplar Street, Sidney, Ohio 45365, or phone (937) 498-8116.

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Jenny Wagner  
Purchasing Agent

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**SPECIFICATIONS FOR**  
**WATER TREATMENT CHEMICALS**

**1.0 SCOPE**

- 1.1 This bid is for the chemicals used at the Water Treatment Plant and/or Wastewater Treatment Plant.

**2.0 QUANTITY AND SPECIFICATIONS INFORMATION**

- 2.1 The quantity to be purchased for the year is listed in the bid. It may vary: the City does not guarantee any specific quantity to be purchased under the contract, and will make adjustments accordingly.
- 2.2 Bidders must submit complete chemicals analysis for all items bid, with the bid submission.
- 2.3 The chemicals listed shall meet all AWWA and U.S. FDA specifications and be approved by the Ohio EPA for use in the treatment of drinking water. The price shall include delivery to either the Water or Wastewater Treatment Plants as required. Delivery shall occur between the hours of 8:00 a.m. and 4:00 p.m. at the Water Treatment plant and between 7:30 a.m. and 3:00 p.m. at the Wastewater Treatment Monday through Friday except holidays. Deliveries where plant personnel must assist shall be made before 2:00 p.m. to facilitate unloading during regular business hours.

Rule 3745-83-03 of the Ohio Administrative Code requires: All chemicals, substances, and materials added to or brought in contact with water in or intended to be used in a public water system or used for the purpose of treating, conditioning, altering, or modifying the characteristics of such water shall be shown by either the manufacturer, distributor, or purveyor to be non-toxic and harmless to humans when used in accordance with the formulation and concentration as specified by the manufacturer, and shall conform with the American National Standards Institute/National Sanitation Foundation® (ANSI/NSF) standard 60 or 61. Any organization certified by the American National Standards Institute® may certify in writing that a product conforms with these standards.

**3.0 BID SUBMISSION, OPENING, AND CONTRACT AWARD**

- 3.1 Sealed bids may be withdrawn in person by a bidder or his authorized representative, by

signing a receipt for the bid, if the withdrawal is made prior to bid opening. They may be submitted again, sealed, prior to bid opening.

No bid may be withdrawn or modified after the bid opening unless the award has been delayed over thirty (30) days.

- 3.2 The City reserves the right to postpone the bid opening for its own convenience.
- 3.3 The contract shall be awarded on the basis of best and lowest bid conforming to the specifications, for a one-year period. Bid prices must be firm for the entire year.
- 3.4 The City reserves the right to make separate awards in the best interest of the City unless otherwise specified by the bidder.
- 3.5 The city reserves the right to reject any or all bids, waive informalities, and make an award deemed in its best interest.

#### **4.0 WARRANTY AND GUARANTEE**

- 4.1 The bidder shall specify the warranty of the materials in the bid submission.

#### **5.0 DELIVERY TIME/FREIGHT TERMS**

- 5.1 Bidders shall state the delivery times. Delivery times shall be a factor in awarding the contract.
- 5.2 Bidder shall submit all pricing F.O.B. delivered to the designated Municipal facility. Bidder shall pay all freight charges.

#### **6.0 ADDENDUMS AND/OR QUESTIONS**

- 6.1 Any addendums to this bid will be made available to all known bidders, prior to bid opening.
- 6.2 Specification questions should be directed to Jenny Wagner, Purchasing Department 2<sup>nd</sup> Floor (937) 498-8116.

#### **7.0 EQUIVALENT EQUIPMENT, MATERIAL AND SUPPLIES**

- 7.1 References to a particular trade name, manufacturer 's catalog or model number in the specifications are made for descriptive purposes to guide the bidder in interpreting the requirements of the City. They should not be construed as excluding bids on other types of materials, equipment, and supplies. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for all items. However, the bidder, if successful, will be required to furnish the particular item described herein, unless a

departure or substitution is clearly noted and described in the bid. Sufficient detailed information must be submitted with the bid to allow a determination to be made that the products proposed are equivalent to those named.

## **8.0 LAWS AND REGULATIONS**

8.1 The Contractor shall keep fully informed and comply with all Federal and State laws, City Ordinances, Codes, rules, regulations which affect the items bid.

## **9.0 BONDS AND AFFIDAVITS**

### **9.1 BID BOND**

9.1a Every bid shall be accompanied by a certified or cashier's check drawn on a solvent bank payable to the City of Sidney or a Bid Bond executed by a surety authorized to do business in the State of Ohio, in the amount of not less than five percent (5%) of the total amount of the bid.

9.1b The condition of every such bid bond or certified check shall be that if the bidder constituting a successful bidder shall fail, refuse or neglect within fifteen (15) days after notice of an award to execute an appropriate contract with the City, the amount of such bid bond or certified check shall be forfeited to said City.

9.1c In case of alternate bids, only one bid bond or certified check will be required provided in the amount equal to at least five percent (5%) of the highest gross bid.

9.1d Bid bonds or checks of all but the best and lowest two bidders will be returned promptly after the bid opening and evaluation of bids. The retained bid bonds and/or checks of the two lowest and best bidders will be promptly returned after award and execution of contract by the successful bidder.

### **9.2 NON-COLLUSION AFFIDAVIT AND DISQUALIFICATION**

9.2a Bidder shall execute a non-collusion affidavit on the form furnished by the City, a copy of which is included with this specification.

9.2b No contract shall be deemed to be fully executed until this affidavit has been properly executed.

### **9.3 DISCLOSURE OF PERSONAL PROPERTY TAXES AFFIDAVIT**

9.3a Bidder shall execute a Disclosure of Personal Property Taxes Affidavit on the form furnished herein by the City in compliance with section 5719.042 of the Ohio Revised Code.



DISCLOSURE OF PERSONAL PROPERTY TAXES

STATE OF OHIO )
)ss:
COUNTY OF SHELBY )

The undersigned being first duly cautioned and sworn says that he is the \_\_\_\_\_ of \_\_\_\_\_ (Title) \_\_\_\_\_, who made a bid for an improvement project or for the purchase of \_\_\_\_\_ (Company) services and supplies for the City of Sidney, Ohio, involving the competitive bid process;

That Affiant says that he is familiar with Section 5719.042 of the Ohio Revised Code rewritten below and that he submits to the City of Sidney Finance Officer as the Taxing District Fiscal Officer this statement affirmed under oath that as the person with whom the municipal contract is made was not charged at the time the bid was submitted with any delinquent personal property taxes on the general tax list of personal property of any county in which the taxing district known as the City of Sidney has territory or that such person was charged with delinquent personal property taxes on any such tax list;

This statement sets forth in full, the amount of such due and unpaid delinquent taxes and any dues and unpaid penalties and interest thereon as specified by Section 5719.042 which is made a part of this Affidavit;

The Affiant says that if this statement indicates that the taxpayer was charged with any such taxes, a copy of the statement; with the permission of the taxpayer, which is hereby given, shall be transmitted by the Finance Officer of the City of Sidney to the County Treasurer within thirty days of the date this statement is submitted.

Affiant further says that a copy of the statement shall also be incorporated into the contract between the City of Sidney and agrees that no payment shall be made with respect to any contract to which Section 5719.042 Revised Code applies unless such statement has been so incorporated as a part thereof.

Section 5719.042. After the award by a taxing district of any contract let by competitive bid and prior to the time the contract is entered into, the person making a bid shall submit to the District=s fiscal officer a statement affirmed under oath that the person with whom the contract is to be made was not charged at the time the bid was submitted with any delinquent personal property taxes on the general tax list of personal property of any county in which the taxing district has territory or that such person was charged with delinquent personal property taxes on any such tax list in which case the statement shall also set forth the amount of such due and unpaid delinquent taxes and any dues and unpaid penalties and interest thereon. If the statement indicates that the taxpayer was charged with any such taxes, a copy of the statement shall be transmitted by the fiscal officer to the County Treasurer within thirty days of the date it is submitted.

A copy of the statement shall also be incorporated into the contract, and no payment shall be made with respect to any contract to which this section applies unless such statement has been so incorporated as part thereof.

Signed

Sworn to and subscribed before me a Notary Public by \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ .

Notary Public

## POTASSIUM PERMANGANATE

### QUANTITY:

12,000 pounds, more or less.

### Handling Requirements:

Deliveries shall be made in nonreturnable steel drums of 330.75 pounds (150 kg). Damaged or leaking containers shall not be accepted.

The net weight of the containers shall not deviate from the recorded weight by more than 2.5%, plus or minus.

Each shipment shall be identified as to product, grade, assay, net weight, name of manufacturer, and brand name. Packaged product shall show a lot number or identification of manufacturer. All markings shall conform to DOT regulations.

### Chemical Specifications:

All potassium permanganate delivered shall conform to AWWA specification #B-603-10.

The free-flowing grade is required. The potassium permanganate content shall not be less than 97% by weight.

Complete chemical analyses of the product to be supplied shall be submitted with the bid.

### Other:

The supplier shall provide a toll-free or collect-call number for the ordering of potassium permanganate.

Bid is to be firm for the year 2017.

## **POWDERED ACTIVATED CARBON**

### Quantity:

60,000 pounds, more or less.

### Handling Requirements:

Bulk shipments of activated carbon shall be made in trucks with tight closures to avoid loss and contamination in transit. The supplier shall provide conveying equipment to transfer bulk carbon to a ground level carbon slurry basin. The city will provide the water and mixing equipment. The supplier shall allow four hours for unloading and slurry development.

Certification of weight of material delivered shall be provided with each delivery.

Maximum acceptable load - 30,000 pounds per delivery.

### Chemical Specifications:

All powdered activated carbon delivered shall conform to AWWA specification #B-600-10.

A complete chemical analysis of the product to be supplied shall be submitted with the bid.

The analyses shall include at minimum:

- moisture content
- apparent density
- particle size
- phenol value
- iodine number

### Other:

The supplier shall provide a toll-free or collect-call number for the ordering of powdered activated carbon.

Bid is to be firm for the year 2017.

## LIQUID ALUMINUM SULFATE

### Quantity:

65 dry tons, more or less

### Handling Requirements:

Tank trucks shall be in suitable condition for transporting liquid alum and shall not contain any substances that might affect the use or usefulness of the liquid alum in treating municipal water supplies. The supplier shall provide the equipment for pumping the chemical into the City's storage tanks. Two hours unloading time shall be allowed.

Certification of the weight of material delivered and of the aluminum oxide content shall be provided with each delivery.

### Chemical Specifications:

All aluminum sulfate delivered shall conform to AWWA specification #B-403-09.

Failure to meet the minimum of 8% aluminum oxide shall result in an adjustment in the payment by considering 8% as equal to 100% payment and any percentage less in aluminum oxide content as a like percentage deduct from the payment to be due the supplier.

A complete chemical analysis of the product to be supplied shall be submitted with the bid.

### Other:

The supplier shall provide a toll-free or collect-call number for the ordering of liquid aluminum sulfate.

Bid is to be firm for the year 2017.

## SODIUM TRIPOLYPHOSPHATE

### Quantity:

13,000 pounds, more or less.

### Handling Requirements:

Sodium tripolyphosphate shall be shipped in 50 pound, moisture proof, multi wall paper bags. The net weight of the packaged material shall not deviate from the recorded weight by more than 1%, plus or minus.

The bags shall be palletized to facilitate handling. Torn or damaged bags shall not be accepted.

Each package shall be marked legibly with the net weight of contents, the name of the manufacturer, the name of the material, and the brand name and manufacturing code. NSF LABELING CANNOT STATE: "NOT ACCEPTABLE FOR FOOD GRADE QUALITY."

### Chemical Specifications:

All sodium tripolyphosphate delivered shall conform to AWWA specification #B-503-11.

The product shall be granular, light density.

The material shall be clean and uniform in composition and it shall be in a free-flowing condition when packages are opened upon receipt of shipment.

A complete chemical analysis of the product to be supplied shall be submitted with the bid.

### Other:

The supplier shall provide a toll-free or collect-call number for the ordering of sodium tripolyphosphate.

Bid is to be firm for the year 2017.

## **PEBBLE LIME**

### Quantity:

1,700 tons, more or less.

### Handling Requirements:

Bulk shipments of pebble lime shall be accepted at the water plant between 0800 hours and 1700 hours on the day of delivery. The supplier shall provide the necessary equipment to pneumatically unload the lime into the city's storage tanks. The supplier shall allow two hours for unloading. The cost of clearing blockages in the fill lines, which were not caused by the city, may be charged to the supplier.

Certification of weight of material delivered shall be provided with each delivery.

### Chemical Specifications:

All pebble lime delivered shall conform to AWWA specification #B-202-13 with the exception that the available calcium oxide content shall be 90% or a lesser amount as agreed to by contract. Pebble size shall be 1/4 inch to 3/4 inch.

The supplier shall pay a penalty for all lime not meeting the available calcium oxide content as agreed to by contract. The penalty shall be calculated by multiplying the difference between the agreed to available calcium oxide and the actual available calcium oxide content (when lower) by a factor of 1.5 and this value multiplied by the actual dollar charge for the material and delivery. The penalty amount shall be deducted from the invoice for any shipment that is deficient with regards to calcium oxide content.

Both the City's and the supplier's laboratory results will be used in determining the calcium oxide content. In case of discrepancies, an independent laboratory will be utilized to determine the calcium oxide content. Cost of the independent laboratory work will be borne by the City. The number of tests and the firm to perform the tests will be determined by the City.

A complete chemical analysis of the product to be supplied shall be submitted with the bid. The City requires a sample to be taken from the truck before delivery can start.

### Other:

The supplier shall provide a toll-free or collect-call number for the ordering of pebble lime.

Bid is to be firm for the year 2017.

## **LIQUID FERRIC SULFATE 50%**

### Quantity:

10,500 gallons, more or less

### Handling Requirements:

Deliveries to be made in bulk quantities not to exceed 4,000 gallons.

Actual delivery shall not exceed three working days from time of telephone order release.

Successful bidder shall furnish applicable material safety data sheets.

Successful bidder shall be responsible for any spills that occur due to improper off-loading procedures or supplier's equipment failures.

### Chemical Specifications:

All liquid ferric sulfate delivered shall conform to Codex Limits and AWWA Standard B406-97 with a minimum of 50% ferric sulfate concentration.

A complete chemical analysis of the product to be supplied shall be submitted with the bid.

### Other:

The successful bidder shall furnish a toll free number for ordering of liquid ferric sulfate.

Bid price is to be firm for 2017.

## **POLYMER SPECIFICATION**

**Watersolve 9275; ZetaLyte 840C; NRP 8410  
(OR EQUIVALENT)**

Emulsion polymer used to dewater anaerobically digested sludge with a centrifuge.

Potential bidders are welcome to perform bench top evaluations of their product during normal business hours at the WWTP by appointment. Appointments can be scheduled by calling 937-498-8720.

QUANTITY: 34,350 lbs. more or less

### OTHER:

- a) Successful bidder shall furnish a toll-free number for order of product.
- b) Bid price to remain firm for the year of 2017.
- c) All bidders shall furnish complete chemical analysis of the product being bid with their proposal.
- d) Final selection of product is based on the following:
  - 1) consistent and reliable operation of the dewatering process
  - 2) polymer cost/dry ton of biosolids produced
  - 3) impact of centrate quality on WWTP operations
- e) Bidders submitting “equivalent” products shall be subject to full scale trials and shall provide, at no cost to the City of Sidney, a minimum of 50 gallons for said trial. Data collected during the trial will be available to bidders upon request.
- f) Bid price shall include lift gate delivery.

## **LIQUID CARBON DIOXIDE**

Quantity: 190 tons more or less

Handling Requirements:

The liquid carbon dioxide shall:

1. Meet American Water Works (AWWA) Standard B510-12.
2. Be delivered in full truckloads of approximately 19 tons. Deliveries of lesser amounts will be permitted with the permission of the Superintendent.

The tank trucks must be of a suitable condition for the hauling of this material and shall not contain any substances that might impair the usefulness of the material in treating raw water for eventual human consumption.

Bid is to be firm for the year 2017.

**AQUEOUS SODIUM BISULFITE (25%)**

Quantity: 1,650 gallons more or less

Handling Requirements:

Deliveries to be made in totes of 275 gallons.

Actual delivery shall not exceed three business days from time of telephone order or release.

Successful bidder shall furnish applicable material safety data sheets with delivery.

Successful bidder shall be responsible for any spills and/or damage that occur due to improper off-loading procedures or equipment failures.

Deliveries accepted at the WWTP Mon- Fri (except holidays observed by the City of Sidney) from 7:30 am to 3:00 pm

24 hour notice of delivery required

Bid is to be firm for the year 2017.

## **Liquid Sodium Hypochlorite 5.25%**

### **Quantity:**

6,000 gallons, more or less

### **Handling Requirements:**

Bulk quantity deliveries of at least 3,000 gallons, but not to exceed 6,000 gallons will be accepted. Exact gallons to be delivered will be specified at time of order.

Actual delivery shall not exceed three working days from time of telephone order release.

Successful bidder shall furnish applicable material safety data sheets.

Successful bidder shall be responsible for any spills that occur due to improper off-loading procedures or supplier's equipment failures.

### **Chemical Specifications:**

All liquid sodium hypochlorite delivered shall contain between 5.25% and 6.25% sodium hypochlorite by weight and be between 5.0% and 6.0% of available chlorine by weight.

A complete chemical analysis of the product to be supplied shall be submitted with the bid.

### **Other:**

The successful bidder shall furnish a toll free number for ordering of liquid sodium hypochlorite.

Bid price is to be firm for 2017.

REFER TO: Jenny Wagner

**PROPOSAL FORM**

DATE ISSUED: November 18, 2016

Purchasing Department  
Finance/Purchasing Dept.  
(937) 498-8116



Project Title: **Water Treatment Chemicals**  
Date Due: Tuesday, Dec. 6, 2016  
Invitation to Bid Number: #16-WTC-W

**CITY OF SIDNEY**

(this information must appear on the  
outside of sealed bid)

SEALED BIDS, subject to the General Conditions, Bidder Instructions, and information, will be received at the Office of the Purchasing Dept. 2<sup>nd</sup> Floor, City of Sidney, 201 West Poplar Street, Sidney, Ohio 45365, until 11:30 A.M., Tuesday, Dec. 6, 2016 at which time they will be opened and publicly read. The scope of this bid is indicated by the items listed hereunder and in accordance with the specifications herein. Unless otherwise stated by the bidder, the trade names will be furnished.

Delivery/Completion time \_\_\_\_\_  
ARO

Terms \_\_\_\_\_  
(If not filled in City terms of 2%-20 apply)

Prices Guaranteed for \_\_\_\_\_  
30 Day Minimum

FOB \_\_\_\_\_

ITEM	QUANTITY	UNIT/ MEASURE	DESCRIPTION	UNIT PRICE	AMOUNT
			<u>WATER TREATMENT CHEMICALS</u> <u>Special notes:</u> A) All items must be quoted F.O.B. delivered to the City's designated facility. B) Bidder must note any minimum release quantities or other special terms wherever applicable.		
1)	12,000	Lbs.	Potassium Permanganate		
2)	60,000	Lbs.	Powdered Activated Carbon		
3)	65	Dry Ton	Liquid Aluminum Sulfate		
4)	13,000	Lbs.	Sodium Tripolyphosphate		
5)	1,700	Ton	Pebble Lime		
6)	10,500	Gal.	Liquid Ferric Sulfate 50%		
7)	34,350	Lbs.	Watersolve 9275, ZetaLyte 840C, NRP 8410 Polymer (or equal)		
8)	190	Ton	Liquid Carbon Dioxide		
9)	1,650	Gal.	Aqueous Sodium Bisulfite		
10)	6,000	Gal.	Liquid Sodium Hypochlorite 5.25%		

**THE CITY OF SIDNEY RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS**

**EXECUTION OF BID**

We, the undersigned have read all the requirements set forth in this bid proposal including specifications, instructions to bidders, conditions and pertinent information regarding the articles and/or services being bid on, and we agree to furnish these articles at the prices stated herein.

BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BY: \_\_\_\_\_  
(Person Authorized to Sign Bids)

TELEPHONE NUMBER: \_\_\_\_\_

\_\_\_\_\_  
(Title)

FAX NUMBER: \_\_\_\_\_

Please Indicate:      INDIVIDUAL ( )      PARTNERSHIP ( )      CORPORATION ( )      OTHER ( )

**UNSIGNED BIDS WILL BE REJECTED**

**BIDS ARE SUBJECT TO REJECTION UNLESS SUBMITTED ON THIS FORM**