BID CONTRACT DOCUMENTS

FOR

FURNISHING OF
WATER AND WASTEWATER CHEMICALS

City of Northport, Alabama

Mayor
Donna Aaron

Council President
Jay Logan

Council

Tony Roberts
John Hinton
Jeff Hogg
Robby Davis

City Administrator
Bruce Higginbotham

Director of Utilities
John Powell Webb, P.E., CFM

Prepared By:

Utilities Department
Northport, Alabama

August 5, 2019

ADVERTISEMENT FOR BIDS
City of Northport, Alabama

Bid File Number 19-05

FURNISHING OF WATER & WASTEWATER CHEMICALS

Separate sealed bids for the **Furnishing of Water & Wastewater Chemicals** will be received by THE CITY OF NORTHPORT at the Utilities Building located at 3521 3rd Street South until 9:00 a.m. (local time), September 5, 2019 and then at said office publicly opened and read aloud.

The bid will consist of furnishing Water & Wastewater Chemicals. Bids may not be withdrawn for thirty (30) days from the date of the bid opening.

The Contract Documents may be examined and obtained at the Utilities Building, located at 3521 3rd Street South Northport, Alabama 35476.

CITY OF NORTHPORT 3521 3RD STREET SOUTH NORTHPORT, ALABAMA 35476	**UTILITIES** **DEPARTMENT**	
FURNISHING OF WATER & WASTEWATER CHEMICALS		**BID NO:** 19-05
PAGE 3 OF 12 PAGES	**BIDS WILL BE OPENED AT 9:00 A.M. ON 09/05/19 AT THE UTILITIES BUILDING, 3521 3RD STREET SOUTH. AND MAY NOT BE WITHDRAWN FOR THIRTY (30) DAYS AFTER SAID DATE.**	**ISSUE DATE:** 08-05-19

COUNCIL MEMBERS	**MAYOR**	**CITY ADMINISTRATOR**
TONY ROBERTS JAY LOGAN JOHN HINTON ROBBY DAVIS JEFF HOGG	DONNA AARON	BRUCE HIGGINBOTHAM **DIRECTOR OF UTILITIES** JOHN POWELL WEBB, P.E., CFM

SECTION A - GENERAL CONDITIONS

1. PREPARATION OF BIDS

Bids will be prepared in accordance with the following:

(a) All bid submittals must be on the enclosed bid forms (see Section C) and all spaces for bid prices shall be filled in ink or typewritten.

(b) All information required by the Bid form shall be furnished. The bidder shall print or type his name and manually sign the Bidders Response Form.

(c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.

(d) Proposed delivery time must be shown and shall include Sundays and holidays.

(e) Bidder will not include federal taxes nor State of Alabama sales, excise, and use taxes in bid prices, as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.

(f) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.

(g) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.

(h) Bidders are advised that all City Contracts are subject to all legal requirements provided for the Purchasing ordinance and/or State and Federal Statutes.

2. DESCRIPTION OF SUPPLIES

(a) Any manufacturer's names, trade names, brand name, or catalog numbers, weights, and other information used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for any brand, which meets the quality of the specifications listed for any items.

(b) Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.

(c) Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the items(s) they are bidding.

3. SUBMISSION OF BIDS

(a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to John Powell Webb, P.E., Director of Utilities, 3521 3rd Street South, Northport, Alabama 35476. The name and address of the bidder, the bid file number, the date and hour of the bid opening and the material or service bid on shall be placed on the outside of the envelope.

(b) Bids must be submitted on the forms furnished. Telegraphic bids will not be considered.

4. REJECTION OF BIDS

(a) The City may reject a bid if:

1. The bidder misstates or conceals any material fact in the bid, or if,
2. The bid does not strictly conform to the law or requirement of bid, or if,
3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "all or none" basis, or a "low item" basis. An "all or none" basis bid must include all items upon which bids are invited.

(b) The City may, however, reject all bids whenever it is deemed in the best interest of the City. The City may also waive any minor informalities or irregularities in any bid.

5. WITHDRAWAL OF BIDS

(a) Bids may not be withdrawn after the time set for the bid opening for a period of time as specified.

(b) Bids may be withdrawn prior to the time set for the bid opening.

6. LATE BIDS OR MODIFICATIONS

(a) Bids and modifications received after the time set for the bid opening will not be considered.

(b) Modifications in writing received prior to the time set for the bid opening will be accepted.

7. CLARIFICATION OR OBJECTION TO BID SPECIFICATIONS

(a) If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications or other bid documents of any part thereof, he may submit to the Director on or before five (5) DAYS PRIOR TO scheduled opening a request for clarifications. All such request for information shall be made in writing the person submitting the request will be responsible for its prompt delivery. Any objection to the specifications and requirements as set forth in this bid must be filed in writing with the Director on or before five (5) days prior to scheduled opening.

8. DISCOUNTS

(a) Bidders may offer a cash discount for prompt payment; however, such discounts shall NOT be considered in determining the lowest net cost for bid evaluation purposes. Bidders are encouraged to reflect cash discounts in the unit prices quoted.

(b) In connection with any discount offered, time will be computed from the date of receipt of supplies or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date of mailing of the check.

9. SAMPLES

(a) Samples, when required, must be submitted within the time specified at no expense to the City of Northport. If not destroyed or used during testing. Samples will be returned upon request at the bidder's expense. Each individual sample must be labeled with bidder's name and manufacturer's brand name and number.

10. AWARD OF CONTRACT

(a) The contract will be awarded to the lowest responsible bidder based upon the following factors: quality, conformity with specifications; purpose for which required; terms of delivery; transportation charges; dates of delivery.

(b) The City reserves the right to accept and award item by item, and/or by group, or in the aggregate, unless the bidder qualifies his bid by specified limitations as set forth in paragraph 4(a)3 of these specifications.

(c) If two or more bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to a local bidder.

(d) <u>Prices quoted must be FOB "Freight on Board" Northport with all transportation charges prepaid unless otherwise specified in the Invitation to Bids.</u>

(e) A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful bidder shall result in a binding contract.

11. DELIVERY

(a) Deliveries are to be FOB Destination unless otherwise specified in the Invitation to Bids.

(b) Deliveries are to be made during regular business hours, Monday through Friday 7:00 a.m. to 3:30 p.m., local time.

12. CONDITION OF MATERIALS AND PACKAGING

(a) All items furnished must be new and free from defects. No others will be accepted under the terms and intent of this bid. All containers shall be new and suitable for storage or shipment, and price bid shall include standard commercial packaging.

13. CLAIMS

(a) Successful bidder(s) will be responsible for making any and all claims against carriers for missing or damaged items.

14. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS

(a) Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to this bid and subsequent contract(s).

15. PROVISION FOR OTHER AGENCIES

(a) Unless otherwise stipulated by the bidder, the bidder agrees when submitting his bid to make available to all City agencies, departments, and in-county municipalities the bid prices he submits, in accordance with the bid terms and conditions, should any said department, agency, or municipality wish to buy under this proposal.

16. COLLUSION

(a) The bidder, by affixing his signature to this proposal, agrees to the following: "Bidder certifies that his bid is made without previous understanding, agreement, or connection with any person, firm, or corporation making a bid for the same items and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action".

17. VARIANCE IN CONDITIONS

(a) Any and all special conditions and specifications attached hereto, which vary from General Conditions, shall have precedence.

SECTION B – SPECIAL CONDITIONS

1. LENGTH OF CONTRACT

(a) This request is for the establishment of Chemicals for a **12 month period** beginning **October 1, 2019 and ending September 30, 2020**. **Chemicals shall be delivered FOB destination with freight paid by the successful bidder and/or bidders.**

2. REQUESTS FOR CLARIFICATION

(a) Any questions concerning this request should be directed to Mr. Chris Pickens, Water Plant Superintendent, at (205)333-3017, or Mr. Wesley Cunningham, Wastewater Treatment Plant Superintendent, at (205)752-5907, between the hours of 7:00 a.m. and 3:30 p.m. local time, Monday through Friday.

3. BONDS

(a) A bid bond is not required.

(b) The successful bidder(s) **shall be** required to submit a performance bond in the full amount of the contract within ten (10) days of Notice of Award for any single bid exceeding $10,000.00 for the fiscal year total.

4. DELIVERY

(a) Delivery must be made to the specified plant on the exact date and time specified with each purchase toward the blanket purchase order.

(b) A blanket purchase order for each chemical will be issued to the lowest acceptable bidder against which releases for shipments to the water treatment plant/wastewater treatment plant will be made as the requirement arises.

(c) Shipment request shall be transmitted by telephone. The city will provide as much advanced notice as possible (usually more than seven days in advance of the desired delivery date): however, the supplier must maintain readiness to make shipment within 48 hours following any request of shipment.

(d) Each shipment of lime, fluoride and alum (i.e. bulk chemicals) shall be weighed on a truck scale certified by the State Bureau of Weights and Measures from the state from which the product is loaded and certified copy of the weight ticket(s) shall accompany each delivery showing gross, net, and tare weights.

(e) Each shipment of hydrofluosilicic acid, sodium hypochlorite, and sodium hydroxide shall have a copy of the laboratory analysis reflecting the percentage of the H2SiF6, NaOCL, and NaOH assay, for that particular shipment, at the time of delivery.

(f) Samples may be taken for analysis at the time of delivery.

(g) If a bidder is submitting proposals for more than one chemical, separate prices shall be listed for each chemical.

(h) Each bid must be placed in the appropriate place on the Bidders Response Form.

(i) Any breach of specifications or contract will result in one written warning. The second such infraction shall terminate the contract.

(j) Alternate Bids will not be accepted unless written approval by the City of Northport is granted 10 days prior to bid opening.

****IF A TABULATION OF BID IS DESIRED, PLEASE ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE WHEN SUBMITTING BID PROPOSAL, IF MORE CONVENIENT, TABULATIONS ARE AVAILABLE FOR PICK-UP OR THROUGH EMAIL BY REQUEST AFTER FINAL AWARD.**

SECTION C – SPECIFICATIONS

ITEM # 1 - LIQUID ALUMINUM SULFATE

The material shall conform to AWWA specification B403-98 or the latest revisions thereof for Commercial Liquid Aluminum Sulfate. It is to be shipped as needed in stainless steel tank truck loads of approximately 4,500 gallons per load. Aluminum Sulfate solution shall be clear, water white to light amber liquid. It shall meet the following chemical and physical qualities:

Al_2O_3% by weight – 8.12 – 8.39
Baume @ 60°F – 35.5 – 36.5
pH – 1.8 – 2.2
Iron as Fe (mg/l) – 50 Maximum
Turbidity (NTU) – 20 Maximum
Conc. % dry $Al_2(SO_4)_3 \times 14\ H_2O$ – 48 Typical
Conc. # dry Alum, 17% Al_2O_3 per gallon – 5 Typical
Density (#/gal) @ 60°F – 11 Typical
Freezing Point (degrees F) – 5 Typical

Estimated annual use – Two hundred eighty five (285) tons.

Two (2) inch Weco fast coupling and fifty (50) feet of hose required for delivery.

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

ITEM # 2 - HYDROFLUOSILICIC ACID

The material shall conform to AWWA specifications B703-94 or the latest revisions thereof for Hydrofluosilicic Acid. It is to be shipped as needed in tank truck loads of approximately 4,500 gallons per load each at a solution strength approximately 18% to 23% Hydrofluosilicic Acid. Actual laboratory analysis of percentage of H_2SiF_6 must accompany bills of lading for each shipment.

Estimated annual use – Twenty eight (28) tons.

Quantity per delivery – Tank Truck Load.

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

ITEM # 3 - LIQUID CHLORINE

The material shall be commercial grade, and shall conform to AWWA specifications B301-92 or the latest revisions thereof, and contain no less than 99.5% pure chlorine by volume as obtained by vaporizing the chlorine by the method specified in B301-92. The liquid chlorine supplied under this standard shall contain no soluble mineral or organic substances in quantities capable of producing deleterious or injurious effects upon the health of persons consuming water that has been treated properly with the liquid chlorine.

All containers shall be carefully examined by the supplier as specified in the Chlorine Institute Pamphlet No. 17 and the Compressed Gas Association Pamphlet C6. The containers shall be of good appearance, in safe condition, and comply with applicable regulations for safety and utility.

Tare weight shall be clearly indicated on all cylinders delivered and shall contain the prescribed quantity of chlorine. Felt washers shall be included with each delivery.

Failure to comply with any of the above shall cause the cylinder to be rejected for use by the City and the supplier will be required to pick up the cylinder immediately upon notification and supply a cylinder that does meet the specifications at no additional cost to the City.

Selected vendor shall be required to provide onsite Chlorine Safety Classes meeting EPA/ADEM Risk Management requirements. The scheduling of these classes shall be such that all personnel can attend. This may result in up to three (3) classes.

Estimated annual use – Thirty-five (35) tons.

Quantity per delivery – Two – three (2-3) tons.

Package – One (1) ton cylinders.
The time of delivery shall be between the hours of 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

DELIVERY TRUCK MUST HAVE BOOM CRANE UNLOADING EQUIPMENT.

ITEM # 4 - BULK HYDRATED LIME

The material shall conform in all respects to the AWWA specification B202-93 for Hydrated Lime or the latest revisions thereof.

Estimated annual use – Two hundred fifty (250) tons.

Quantity per delivery – One thousand (1,000) cubic feet maximum.

Package – Bulk

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

Truck shall be capable of pumping the material off and into our storage bins without chemical spilling. The company receiving the bid shall be responsible for any chemical spill cleanup.

A four (4) inch Weco Fast Coupling and fifty (50) feet of hose are required for delivery.

ITEM # 5 - PHOSPHATE

The material shall be equal to Quanti-Chem-436 Polyphosphate-Orthophosphate. Material to be used in the water line to stop corrosion.

Total Estimated Annual Use – Six thousand (6,000) gallons.

Quantity per delivery – 1,500 gallons.

Package – Tank Truck.

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

Truck shall be capable of pumping the material off and into our storage tank without chemical spilling. The company receiving the bid shall be responsible for any chemical spill cleanup.

ITEM # 6 - CALCIUM HYPOCHLORITE

The material shall be AWWA B300-92, Standard for Hypochlorites or the latest revision thereof. Type and Grade – Calcium Hypochlorite, a granular material containing 65-70% available chlorine.

Total Estimated Annual Use – One (1) ton.

Package – Approved 100 pound drums.

Quantity per shipment – Ten (10) containers.

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

ITEM # 7 - POLYMER

The material shall be equivalent to Cedar Floc 424. Material to be used in the dewatering process of sludge prior to disposal. Bidder must provide a 25lb. sample so the performance of product and be certified.

COLOR – White granular powder.

DENSITY – Approximately 50 lbs/cubic foot.

pH OF 1% SOLUTION – 5.5 – 6.5

Total Estimated Annual Use – One (1) ton.

Package – Approved 50 pound bags.

Quantity per shipment – 10 bags

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

ITEM # 8 - SODIUM HYPOCHLORITE

The material shall meet AWWA B300-92, Standard for Hypochlorites or the latest revision thereof. Type and Grade-Sodium Hypochlorite (NaOCL), a clear light-yellow liquid containing 160 g/L available chlorine (16%).

Total estimated annual use - 20,000 gal. (Approximately 4 Tank Loads)

Package - Bulk

Quantity per shipment - Tank Truck Load

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

ITEM # 9 - SODIUM BISULFITE

The material shall be a liquid with an available SODIUM BISULFITE range of 40" from a random analysis.

Total estimated annual use – 8,000 gallons

Quantity per delivery – 4,000 gallons

Package – Tank Truck

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

Truck shall be capable of pumping the material off and into our storage tank without chemical spilling. The company receiving the bid shall be responsible for any chemical spill cleanup.

A two (2) inch Weco Fast Coupling and fifty (50) feet of hose are required for delivery.

ITEM # 10 - BAG HYDRATED LIME

The material shall conform in all respects to the AWWA specifications B202-93 for Hydrated Lime or the latest revisions thereof.

Total estimated annual use – Two (2) tons

Quantity per delivery – 1 ton

Package – 50 lb. bags

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

ITEM # 11 – ZINC ORTHOPHOSPHATE

Zinc Orthophosphate liquid is a direct additive used in the treatment of potable water. This material should be certified as suitable for contact with or treatment of drinking water by accordance with ANSI/NSF Standard 60, Drinking Water Treatment Chemical Health Effects.

Supplier shall have a qualified company technician provide service to the plants on a monthly basis to assure the proper use of the product. Supplier must provide as a service, monthly water quality sampling and analysis of each test site minimum (5). Including pH, iron, Alkalinity, Total Phosphate, and Zinc. Each site shall have a filter paper analysis completed each month.

Supplier to provide 5 coupon racks and coupons (mild steel). The coupons will be test by a certified independent lab. The coupon analysis will be performed on a quarterly basis unless otherwise needed or requested.
The supplier will provide recommendations with graphs and a report every quarter and a yearly review based from the analysis and customer complaints. The company representative will be available to discuss and resolve customer complaints due to the corrosion program within 24 hours of the complaints. Identify name, address, and phone number of 2 - individuals responsible for technical assistance and service. These individuals will be available 24/7/365 days to provide services to the City of Northport.

Supplier must provide two chemical handling and safety training classes and must be held within one week prior to start of chemical supply and the second 6 months from the day of start-up.

Estimated annual usage: Six Thousand (6,000) gallons.

Quantity per delivery: Bulk tank loads of approximately 1,500 gallons per load.

Two (2) inch Weco fast coupling and fifty (40) feet of hose are required for delivery.

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

ITEM # 12 - DIGESTIVE BACTERIA AND BACTERIAL DELIVERY SYSTEM

The material shall be ECO Bionics BioAmp & FREE-FLOW or its approved equivalent. Must have an automated delivery System that will incubate and deliver approximately 60 trillion active organisms every 24 hours.

Bacterial media must include a broad range of both Bacillus and Pseudomonas strains that operate aerobically and anaerobically to digest the many different organics in municipal wastewater.

Service to include equipment, all bacteria, bi-weekly system diagnostics, and bi-weekly service and cleaning of equipment.

ECO Bionics BioAmp & FREE-FLOW which encompasses the technology, equipment, chemical and biological components to facilitate the cultivating of bacteria on site for the reduction of effluent issues, such as drain maintenance, grease traps, industrial pre-treatment, industrial wastewater, municipal wastewater, etc. Free Flow, the biological drain line & grease trap maintainer, which is a tabletized formula containing a propriety blend of bacterial seed cultures and growth media. This system is the only source of a dry bacteria culture which increases shelf-life of the bacteria strains while maintaining a stable bacteria population. The ECO Bionics Biogenerator & FREE-FLOW ® system is the only technique that generates a minimum of a 1,000 fold increase bacteria count for every 24 hours of operation over the initial culture charge.

The time of delivery shall be between 8:00 a.m. and 3:00 p.m. local time on the date requested for delivery.

BIDDERS RESPONSE FORM

CITY OF NORTHPORT
WATER & WASTEWATER CHEMICALS BID
BID FILE NO: 19-05

MESSAGE TO BIDDER: Please review your bid documents for accuracy, completeness, required documentation, and necessary signatures before submitting. Please label the outer mailing/shipping package with the bid information as directed.	**NOTE:** By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate Federal Immigration Law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

COMPANY NAME: _____

BIDDER'S NAME AND TITLE: _____

BIDDER'S COMPLETE ADDRESS: _____

_____

BIDDER'S COMPLETE PHONE NUMBER: _____

BIDDER'S EMAIL ADDRESS: _____

BIDDER'S SIGNATURE: _____

BID PRICES

ITEM	PRICE PER LB	PRICE PER TON	NOTES
# 1 – Liquid Aluminum Sulfate	$ _____/lb	$ _____/ton	
# 2 – Hydrofluosilicic Acid	$ _____/lb	$ _____/ton	
# 3 – Liquid Chlorine	$ _____/lb	$ _____/ton	
# 4 – Bulk Hydrated Lime	$ _____/lb	$ _____/ton	
# 5 – Phosphate	$ _____/lb	$ _____/ton	
# 6 – Calcium Hypochlorite	$ _____/lb	$ _____/ton	
# 7 – Polymer	$ _____/lb	$ _____/ton	
# 8 – Sodium Hypochlorite	$ _____/lb	$ _____/ton	
# 9 – Sodium Bisulfite	$ _____/lb	$ _____/ton	
# 10 – Bag Hydrated Lime	$ _____/lb	$ _____/ton	
# 11 – Zinc Orthophosphate	$ _____/lb	$ _____/ton	
# 12 – Digestive Bacteria & Bacteria Delivery System	$ _____/per Unit for ___Units		Total Base Bid: $ _____

NON-BIDDERS RESPONSE FORM

For purposes of maintaining accurate bidder's list and facilitating your firm's response to our invitation for bid, the City of Northport, is interested in ascertaining reasons for prospective bidders' failure to respond to invitations for bids. If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and returning this form to Ms. Allison Russell, Administrative Assistant, 3521 3rd Street South, Northport, AL 35476. **Failure to either submit a bid proposal or return this form may result in removal of your firm's name from our bidder's lists.** Thank you for your cooperation.

We are not responding to this invitation for bid for the following reason(s):

_____ Items or materials requested not manufactured by us or not available to our company.

_____ Our items or materials do not meet specifications.

_____ Specifications not clearly understood or applicable (too vague, too rigid, etc.)

_____ Quantities too small.

_____ Insufficient time allowed for preparation of bid.

_____ Incorrect address used: Correct mailing address is:

_____

_____ Our branch/division handles this type of bid. Correct name and mailing address is:

_____

_____ Other reason(s): _____

_____

Company Name: _____

Address: _____

City/State/Zip: _____

_____

Signature