

BID PACKET
City of Monroe
Water Resources Department
Treatment Chemicals
Quarterly Bid
(Revised 12-29-2011)



City of Monroe Operations Center
2401 Walkup Avenue Monroe, North
Carolina 28110

Bids will be excepted ONLY through the ENI procurement portal as stated in the attached specifications.

**WATER AND WASTEWATER TREATMENT CHEMICALS
NOTICE AND INSTRUCTIONS TO BIDDERS**

Sealed bids will be received electronically by the City of Monroe, North Carolina for the furnishing of Chemicals, as specified, via the ENI bid portal at the City of Monroe Operations Center, 2401 Walkup Avenue, Monroe, North Carolina 28110. This is an informal bid process and the bids will not be public record until after all awards have been made. At that time, the bid tabulation will be posted on the City of Monroe website at this address: http://www.monroenc.org/Bidinfo_0.htm .

Bidder will be required to comply with applicable statutes and regulations.

A copy of your bid documents, without pricing, along with any literature or brochures required, must be EITHER mailed, scanned (preferred) and attached to the electronic bid or presented in person prior to the opening. If mailing/shipping, the addresses are:

Via USPS MAIL:

Quarterly Chemical Bid Opening, City of Monroe
Attn: Karen Penegar
PO Box 69
300 W. Crowell Street
Monroe, North Carolina
28111-0069

Via Carrier (FedEx, UPS, DHL, etc):

Attn: Karen Penegar
2401 Walkup Avenue
Monroe, North Carolina
28110

Bidder will be required to comply with all applicable statutes and regulations. No bids will be accepted via email or fax for this offering.

Specifications may now be obtained via the internet by following the ENI links at http://www.monroenc.org/Bidinfo_0.htm and selecting “become a supplier”. Specifications can also be obtained from the email generated from the ENI portal advising of bidding opportunity sent to sales staff on record. Any questions regarding this bid, please contact Karen Penegar, Purchasing Manager at 704-282-4634 or kpeneagar@monroenc.org.

Chemicals must meet ALL specifications and be the kind and type specified, or an approved equivalent. Price quote must be on the basis of delivery to Monroe, North Carolina. Quoted price should not include any sales or usage taxes, but should only reflect the actual bid price of the chemicals.

The City of Monroe reserves the right to reject any and/or all bids received, or to select the bid(s) which, in our opinion, is in the best overall interest of the City. The City reserves the right to make single or multiple awards. The City reserves the right to waive any formalities as may be permitted by law. The City reserves the right to offer this bid and supporting documentation to other entities that may have a desire to “piggyback” from said award.

Complete specifications shall be included on all chemicals. Bidder must meet all of the requirements for bid(s) to be considered.

All bids shall be valid for a period of 90 days or until next opportunity to bid has been issued, reviewed, Council approval, if needed, and awarding of contract(s).

TRADE SECRETS:

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

Karen Penegar, Purchasing Manager

SUPPLEMENTAL TO SPECIFICATIONS

NOTICE TO: ALL CHEMICAL SUPPLIERS

The City of Monroe's contracts on water and wastewater treatment chemicals expire quarterly. Please submit a firm quotation on the chemicals listed on the proposal page you may provide. The bid quotations **MUST BE FIRM FOR ONE QUARTER**,

All quotes for chemicals stated as “dry weight basis” shall be based upon the dry weight content of the specified chemical at purity. Ferric & Caustic bidders show method for converting wet to dry weight in the comments section. This will also be required for all invoicing by the successful bidder. Truck must be equipped with air for off loading of chemical(s) if required.

Estimated yearly quantities are based upon the best information available to City at this time. Due to variability in treatment plant processes, actual quantities required during contract period may be more or less than estimated. The City's estimated quantities do not represent any guarantees.

IF THERE ARE DEMURRAGE CHARGES OR PUMPING CHARGES, THESE MUST BE INCLUDED IN THE BID PRICE. NO COMPRESSED AIR WILL BE FURNISHED BY THE OWNER AT THE DELIVERY LOCATIONS.

DELIVERY: Delivery on all chemicals is to be made at various times throughout the period on dates and times specified by the City. Exceptions to City specified dates and times must be cleared through the appropriate Superintendent in the Water Resources Department or shipment may not be accepted. All shipments will be FOB, Monroe, North Carolina by motor freight. Delivery will be to the John Glenn Water Treatment Plant OR City of Monroe Waste Treatment Plant as specified on corresponding City of Monroe Purchase Order(s).

Bidders are not required to provide quotes for every chemical listed on the proposed sheet but shall clearly mark quotes in the correct spaces provided for the chemicals bid. The City of Monroe may award separate chemicals to separate bidders or all chemicals to one bidder, depending on prices quoted for each chemical.

ADJUSTMENTS TO SERVICING FEE(S) DUE TO FUEL ESCALATION OR DE-ESCALATION

As these are quarterly bids, the City will not allow fuel surcharges during the term of the contract.

USE OF ADDITIONAL EQUIPMENT: All unit prices for chemicals quoted shall be the total cost to the City of Monroe for use of the equipment during the contract period. If the supplier requires special equipment for chemical storage on the Owner's site or for pumping and delivery of the chemical to the process (beyond equipment presently on the

Owner's site for such purpose), the supplier shall itemize such equipment with bid and shall agree to furnish the additional storage or pumping equipment complete for operation as intended to the Owner's site for use by the Owner during the contract period, and shall include all costs for the rental and use of such equipment in the unit price amount for the chemical. Bids conditional on a separate rental price for appropriate use of extra equipment will be considered non-responsive and will be rejected. If additional equipment for the use of a chemical is furnished to the Owner's site for use during the contract period as part of an awarded bid price, the equipment shall remain the property of the supplier (unless a purchase option is elected by the Owner) and may be removed from the Owner's site at the end of the contract period (or when Owner ceases to purchase the chemical if less than one year). The Supplier may offer a purchase option to the Owner for such equipment at the end of the contract period, provided that the bid does not obligate the Owner to accept such purchase.

BASIS OF AWARD:

The decision for award by the City of Monroe will be based on overall effectiveness of product and total cost of use. If upon full evaluation of bids, or after use, the product is not found to be the most cost effective based on overall utility operations, we may change supplier to next low bidder or revert back to the previous winner of the prior quarter bid.

THIS PAGE MUST BE RETURNED EITHER WITHIN YOUR BID DOCUMENTS ELECTRONICALLY OR VIA MAIL OR FAX (704-283-6492) WITH PROPOSAL.

PROPOSAL – Non-Collusion Statement

**TO CITY MANAGER AND CITY COUNCIL
CITY OF MONROE, NORTH CAROLINA 28111-0069**

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

The bidder has carefully examined the annexed form of specification and instructions to bidders and hereby declares that bidder will furnish the following chemicals called for in the manner prescribed in the specifications and instructions to bidders for the following prices (s):

Name of Firm Submitting Proposal

Signature of Firm Authorized Representative

Typed Name of Firm Authorized Representative

Firms Address

Title

Firm Phone Number

Fax Number

Representative Email Address

CHEMICALS - SPECIFICATIONS

1. SODIUM FLUOROSILICATE:

Estimated 40,000 lbs. white, medium crystals, packed in 50 lb. 3-ply paper bags with polyethylene liner, shipped as needed. Kaiser Aluminum and Chemical preferred. Minimum Na_2SiF_6 shall be 98%. Heavy metals, as Lead (Pb) less than 0.20%. Must be ANSI NSF 60 approved. Shall meet AWWA Standard.

2. SODIUM FLUORIDE:

Estimated 40,000 lbs. white. Medium crystals. Packed in 50lb. 3-ply paper bags with polyethylene liner. Shipped as needed. Mol. wt. 42.00. Specific gravity 2.6 - 2.7. $\text{NaF} \geq 98\%$ purity. Moisture $< 0.05\%$, heavy metals $< .04$, insolubles $< .06$. Available fluoride ≥ 44.00 . Shall meet AWWA & ANSI/NSF 60 standards

3. POTASSIUM PERMANGANATE:

Estimate 5,500 lbs. in 6 drum lots, free flowing grade. AMERICAN MADE PRODUCTS Preferred; formula wt. 158.03, specific gravity 2.7 110 lbs. Shall meet AWWA Standard B603-93.

4. FERRIC CHLORIDE SOLUTION:

Estimated 300,000 lbs dry wt. (tank truck lots). Ferric Chloride concentration 37% min., 42% max. Free Hydrochloric Acid 1.0% by weight max. Insoluble material 80 ppm by weight max. Arsenic 1.0 ppm max. Beryllium 0.04 ppm max. Mercury 0.5 ppm max. Selenium 6.0 ppm max. Cadmium 0.5 ppm max. Chromium 100 ppm max. Lead 60 ppm max. Nickel 50 ppm max. Silver 1.0 ppm max. Copper 200 ppm max. Titanium 50 ppm max. Zinc 30 ppm max. Shall meet ANSI/NSF 60 standard. There shall be no detectable amounts of any insecticide, pesticide, poly-chlorinated byphenyl (PCB), hexachlorobenzene, or radionuclides. The material shall be free of any foreign element or compounds that may negatively affect the treatment plant operations or contaminate residuals for use in landfill or land application

5. POWDERED ACTIVATED CARBON:

Estimated 60,000 lbs. shipped in 900 lb super sacks. 93% carbon 7% moisture and ash. Norit American Darco B preferred. Shall meet AWWA Standard B600-90.

Fineness:

Thru 100 mesh, % min. = 99%

Thru 200 mesh, % min. = 95%

Thru 325 mesh, % min. = 90%

6. ANHYDROUS AMMONIA:

Estimated 20,000 lbs. (W.T.P. has 1000 gallon tank) Premium grade. Minimum 99.9 % pure. NSF and AWWA Approved.

END OF DOCUMENT)