

# **City of Defiance Water Division**

## **2011 Annual Chemical Bid Packet**

This bid packet contains information on supplying sealed bids to the City of Defiance Water Division for the following chemicals:

- ❖ Liquid Carbon Dioxide
- ❖ Pebble Quick Lime

More than one bid packet may be available. Please be sure to verify packet content and regularly check our website for additional information, addendums, and bid results.

<http://www.cityofdefiance.com/water/currentProjects.shtml>



Bob Armstrong  
Mayor

Jeffery S. Leonard  
City Administrator

John D. Seele  
Finance Director

David H. Williams  
Law Director

### **LEGAL NOTICE FOR BIDS**

Sealed bids will be received by the Water Superintendent of the City of Defiance, Ohio, until **Friday, November 19, 2010** for Water Division 2011 Annual Chemical Bids. All proposals for the Water Division Chemicals shall be sealed and endorsed on the envelope, "**Water Division 2011 Annual Chemical Bids**", and mailed to *Defiance Water Division, 1356 Baltimore St., Defiance, Ohio 43512-1904* or delivered to the *Water Division Office 2<sup>nd</sup> Floor, 1356 Baltimore St., Defiance, Ohio* by **12:30 PM Local Time, Friday, November 19, 2010**. Bidders who wish to attend the bid opening may deliver their bids at the bid opening, provided that they are received by the Water Superintendent prior to the opening of the first bid.

Water Division bid proposals will be publicly opened and read at **1:00 PM Local Time on Friday, November 19, 2010** in the Conference Room located in the City Service Building, 631 Perry St., Defiance, Ohio.

All bid proposals must be submitted on the Bid Form furnished with the specifications. Each bid proposal must contain the full name of every person or company interested in same. Specifications and bidding blanks may be picked up at the Water Division Office or may be obtained online at <http://www.cityofdefiance.com/water/currentProjects.shtml>.

Each proposal must be accompanied by a bond with an approved Surety Company, in the sum of \$500.00, as surety for the execution of the Purchase Agreement. A certified check on a solvent bank, drawn and made payable to 'The City of Defiance, Ohio' in the sum of \$500.00 will be accepted in lieu of said bond. Said certified check or bond must be enclosed in the sealed bid envelope. Should any bid proposal be rejected, such certified check or bond shall be returned to the bidder, and should any bid proposal be accepted, such certified check or bond will be returned upon proper execution and securing of the Purchase Agreement.

The City of Defiance, Ohio, reserves the right to reject any and all bids, and to award to the lowest responsive and responsible bidder, and to waive any irregularities in bidding.

THE CITY OF DEFIANCE

By order of ... Jeff Leonard  
City Administrator

Dated: November 1, 2010

Advertise: November 5, 2010  
November 12, 2010

# **BID INSTRUCTIONS**

## **CITY OF DEFIANCE WATER DIVISION**

### **BIDDING INSTRUCTIONS:**

- Each bidder is required to complete and submit this original bid form/specification sheet, if bidding on this chemical.
- Failure to meet all of the required specifications, and/or failure to supply all requested documentation, may result in rejection of any bid.
- The City reserves the right to accept or reject any and all bids.
- Bids will be received at Water Division Office 2<sup>nd</sup> Floor, 1356 Baltimore St., Defiance OH 43512-1904 up to one-half hour before bid opening time.
- Any Bidder's wishing to attend the bid opening may deliver their bids at the bid opening, provided that they are received by the City prior to the opening of the first bid.
- A bond must accompany each bid packet in the sum of \$500 as surety for the execution of the purchase agreement (*See Legal Notice for details*).

### **SECURITY REQUIREMENTS:**

The vendor/supplier will be made aware of, and be required to comply with, any security requirements of the City which are currently in effect or that are introduced at a later date. Some typical security items are as follows:

1. All chemical shipments will require authorization for delivery at least two (2) days prior to the delivery date.
2. The identity of the vendor, driver, and serial numbers of the tanks in the shipment will be identified by the vendor at least two (2) days prior to delivery. The driver will be required to show a picture ID prior to accepting delivery.
3. The driver will be escorted while on-site or the truck/driver will be under video surveillance.
4. The driver will have restricted access to the site and the driver will use only the bathroom and waiting area designated by the City during transfer and paperwork activities.
5. The City reserves the right to be informed of the identity of the vendor's driver before delivery and may perform a background check on that driver.

# **SPECIFICATION FOR BID LIQUID CARBON DIOXIDE**

## **PRODUCT REQUIREMENTS:**

1. Shall be delivered F.O.B. in truckload lots of approximately 20 tons per truckload.
2. Shall be delivered via a 1" supply line equipped with a half union.
3. Shall be accompanied by a certified weigh slip showing gross, tare and net weights.
4. Shall conform to AWWA standard B510 of latest revision. Specifically, the Limiting Characteristics listed in Table 1- Column I shall apply.
5. Shall contain not less than 99.8% pure carbon dioxide.
6. The water content of the Liquid Carbon Dioxide shall not exceed 200 ppm at the time of delivery.
7. This material shall be certified as suitable for contact with or treatment of drinking water by an accredited certification organization in accordance with ANSI/NSF Standard 60, Drinking Water Treatment Chemicals – Health Effects. Verification of compliance shall be included with bid documents.
8. In the event that an analysis by a referee or third party laboratory is required to verify product quality, the supplier of the product shall pay all related cost for testing and shipping.
9. A product data sheet and MSDS sheet shall be included with the bid.

**REFERENCES MUST BE AVAILABLE ON REQUEST FOR ANY OF THE ABOVE REQUIREMENTS.**

# BID FORM LIQUID CARBON DIOXIDE

1. The City of Defiance Water Division anticipates purchasing 120 tons, more or less, of liquid carbon dioxide from January 1, 2011 to December 31, 2011.
2. Bidder shall provide a toll-free or collect call phone number for ordering purposes.
3. Shall be bid as unit price per ton.
4. The City desires that the bid price shall be for a twelve month period from January 1, 2011 to December 31, 2011. The bid price shall be firm without increase (i.e., fuel surcharges) for this period.
5. The undersigned hereby certifies that the supplies listed on this bid proposal conform to the bid specifications in full and that any deviations from the said specifications are itemized below with a full explanation of the nature of the deviation. Further, the undersigned understands that any purchase made under a Contract for the same must comply with the bid specifications or the listed deviations, or the Contract may be considered canceled as a breach of Contract and another supplier may be awarded the remainder of the Contract.

## PRODUCT INFORMATION NOTES:

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*Product Name*

From January 1, 2011 to December 31, 2011

*Period Bid Price is Firm*

*Cost/Unit*

*Company Name*

*Authorized Signature*

*Mailing Address*

*Printed Name*

*City State Zip*

*Title*

*Toll Free Number*

*Date Signed*

## **SPECIFICATION FOR BID PEBBLE QUICK LIME**

### **PRODUCT REQUIREMENTS:**

1. Shall be delivered F.O.B. in truckload lots of approximately 25 tons per truckload. It will be the responsibility of the successful bidder to insure that after delivery, the delivery area is thoroughly cleaned of any spillage.
2. Shall be shipped in blower type trucks and unloaded via a 4" supply line equipped with a 4" female cam lock adapter.
3. Shall be accompanied by a certified weigh slip showing gross, tare and net weights.
4. Shall conform to AWWA standard B202 of latest revision.
5. Because of the limitations of storage and feed equipment at the Defiance WTP, quick lime shall be ½" to ¾" pebble size, screened to reduce dust content.
6. Failure of product to meet minimal standards will be grounds to void contract. Additionally, satisfactory quicklime for water treatment will slake without production of objectionable amounts of insoluble material. Determination of whether the product meets minimal standards or produces excessive amounts of insoluble material shall be at the discretion of the Water Superintendent.
7. Shall contain no less than 90% CaO.
8. Shall be free of foreign materials and contain no more than 3% LOI.
9. This material shall be certified as suitable for contact with or treatment of drinking water by an accredited certification organization in accordance with ANSI/NSF Standard 60, Drinking Water Treatment Chemicals – Health Effects. Verification of compliance shall be included with bid documents.
10. In the event that an analysis by a referee or third party laboratory is required to verify product quality, the supplier of the product shall pay all related cost for testing and shipping.
11. A product data sheet and MSDS sheet shall be included with the bid.

**REFERENCES MUST BE AVAILABLE ON REQUEST FOR ANY OF THE ABOVE REQUIREMENTS.**

## BID FORM PEBBLE QUICK LIME

1. The City of Defiance Water Division anticipates purchasing 800 tons, more or less, of pebble quick lime from January 1, 2011 to December 31, 2011. However, the Water Division plans to again purchase a portion of its lime from another Municipality that markets recovered lime. During the 2010 calendar year, because of downtime of that municipality's equipment, the City of Defiance Water Division purchased an estimated 40% of its annual lime requirements from another Vendor. This contract is for that anticipated need and may be for more or less than the estimated 40% of the total annual lime requirement.
2. Bidder shall provide a toll-free or collect call phone number for ordering purposes.
3. Shall be bid as unit price per ton.
4. The City desires that the bid price shall be for a twelve month period from January 1, 2011 to December 31, 2011. The bid price shall be firm without increase (i.e., fuel surcharges) for this period.
5. The undersigned hereby certifies that the supplies listed on this bid proposal conform to the bid specifications in full and that any deviations from the said specifications are itemized below with a full explanation of the nature of the deviation. Further, the undersigned understands that any purchase made under a Contract for the same must comply with the bid specifications or the listed deviations, or the Contract may be considered canceled as a breach of Contract and another supplier may be awarded the remainder of the Contract.

**PRODUCT INFORMATION NOTES:**

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*Product Name*

From January 1, 2011 to December 31, 2011

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*Period Bid Price is Firm*

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*Cost/Unit*

\_\_\_\_\_

*Company Name*

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*Authorized Signature*

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*Mailing Address*

\_\_\_\_\_

*Printed Name*

\_\_\_\_\_

*City State Zip*

\_\_\_\_\_

*Title*

\_\_\_\_\_

*Toll Free Number*

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*Date Signed*