

# CITY OF THREE RIVERS, MICHIGAN

## SPECIFICATIONS FOR

### DRINKING WATER CHEMICAL BIDS

The City of Three Rivers is committed to the concept of performance bids. All vendors are encouraged to submit bids which conform to the stated specifications as well as suggested deviations from the specifications which, in the vendor's opinion, would be beneficial to the City in terms of cost and performance. The City reserves the right to accept or reject any bid under these terms.

#### Section I. Instructions to Bidders

- A. Bids must be typewritten or clearly printed in ink on the included bid form and signed by a duly authorized representative of the firm submitting the bid.
- B. Prior to bid award, bidder shall provide a completed W-9 and a copy of bidder's current certificate of liability insurance showing appropriate workers compensation coverage.
- C. Bids must be submitted in sealed envelopes clearly marked on the outside as, "Bids for DRINKING WATER CHEMICALS". Faxed bids will not be considered.
- D. **Bids will be received by MAIL ONLY** to the Office of the City Clerk, 333 W Michigan Ave, Three Rivers, Michigan, until **2:00 PM local time on Wednesday, June 3, 2020**. All bids will be date stamped and time marked.
- E. **Bids will be opened with Zoom meeting. Meeting information will be included on the City's website prior to bid opening.**
- F. If you are interested in being on the bidders list and receiving addendums, send an e-mail to [aroth@threeriversmi.org](mailto:aroth@threeriversmi.org).

#### Section 2. Conditions Applicable to Bids

- A. **Applicable Laws:** The Ordinances and Charter of the City and laws of the State of Michigan concerning competitive bidding, contracts and purchases will be employed.
- B. **Taxes:** The City of Three Rivers is exempt from Federal Excise and Michigan State Sales Tax. Prices should not include Tax.

- C. If the bidder elects to deviate from the stated specifications, all exceptions or other changes must be clearly noted.
- D. The City reserves the right to reject any and all bids, waive informalities or defects in bids, accept or reject line items of the bid or accept such bids as it shall deem to be in the best interest of the City of Three Rivers.
- E. Delivery must be made within the time frame specified on notification of acceptance of the bid.
- F. All bidders must supply the Safety Data Sheets applicable to each item bid. All items must meet ANSI specifications for addition to drinking water, American Water Works Standards, the approval of the Michigan Department of Environmental Quality and the approval of the City of Three Rivers.
- G. Bid prices shall be effective from **July 1, 2020** through **June 30, 2021**.  
Anticipated award date: **June 16, 2020**. First delivery will NOT take place before **July 1, 2020**.

Section 3. Specifications.

**A. Liquid Chlorine.**

1. Delivery will be in approved 30 gallon containers. The City will **NOT** accept any leaking containers.
2. Delivery, with the exception of special deliveries, will take place during the last full week of each month at two different locations. The bidder will contact the designated City representative a minimum of three working days before planned delivery to confirm quantities required. **Items will be unloaded into the building at determined locations within the facilities by the delivery personnel. Facilities are only able to accommodate box truck style deliveries, no tractor trailer facilities are available.**
3. **Delivery SHALL be provided by the chemical company. NO third party delivery/trucking companies will be permitted.**
4. All empty containers that the City does not wish to retain will be removed monthly by the bidder upon delivery of chemicals.
5. In the event of any type of occurrence that requires a special delivery the City will receive needed chemicals within 72 hours of notification to the bidder.

6. The City is currently using chlorine solution at 12.5% and will accept only this product or an approved equal. The bidder shall supply a chemical analysis for any product to be considered “equal”.
7. During the previous year of operation, the City used approximately **3,900** gallons of chlorine solution and expects that number to remain approximately consistent.

**B. Liquid Polyphosphate.**

1. Delivery will be in approved 30 gallon containers. The City will **NOT** accept any leaking containers.
2. Delivery, with the exception of special deliveries, will take place during the last full week of each month at two different locations. The bidder will contact the designated City representative a minimum of three working days before planned delivery to confirm quantities required. **Items will be unloaded into the building at determined locations within the facilities by the delivery personnel. Facilities are only able to accommodate box truck style deliveries, no tractor trailer facilities are available.**
3. **Delivery SHALL be provided by the chemical company. NO third party delivery/trucking companies will be permitted.**
4. All empty containers that the City does not wish to retain will be removed monthly by the bidder upon the delivery of chemicals.
5. In the event of any type of occurrence that requires a special delivery the City will receive needed chemicals within 72 hours of notification to the bidder.
6. The City is currently using a blended poly-phosphate equivalent to “Carus 8100” and will accept only this product or an approved equal. The bidder shall supply a chemical analysis for any product to be considered as “equal”.
7. During the previous year of operation, the City used approximately **3,500** gallons of polyphosphate and expects that number to remain approximately consistent.

# BID TO THE CITY OF THREE RIVERS MICHIGAN

## FOR DRINKING WATER CHEMICALS

The undersigned, having familiarized (himself/themselves) with the local conditions affecting the cost of supplying approved drinking water chemicals and the contract documents hereby proposes to perform everything required to provide and furnish all the labor, materials, necessary tools, equipment, utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for supplying approved drinking water chemicals in accordance with the specifications as prepared by the City of Three Rivers, Michigan for the following prices.

Chlorine \_\_\_\_\_/gallon @ 3,900 gallons = \_\_\_\_\_

Chlorine barrel deposit \_\_\_\_\_/barrel @ 3,900 gallons = \_\_\_\_\_

Polyphosphate \_\_\_\_\_/gallon @ 3,500 gallons = \_\_\_\_\_

Poly barrel deposit \_\_\_\_\_/barrel @ 3,500 gallons = \_\_\_\_\_

NAME OF COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

TITLE \_\_\_\_\_

TELEPHONE \_\_\_\_\_ MOBILE \_\_\_\_\_

FAX \_\_\_\_\_ E MAIL \_\_\_\_\_

\_\_\_\_\_ Bidder agrees that delivery will be provided ONLY by company's vehicles, no third party.

\_\_\_\_\_ Bidder agrees that delivery will be provided in a box truck capable of getting to the well building at both locations (552 N Douglas Ave and 3501 N Airport Rd).