



City of Maryville
Purchasing Department
414 W. Broadway Avenue
Maryville, TN 37801
(865) 273-3332

June 21, 2024

The City of Maryville Water and Sewer Department and the City of Alcoa Water Department will receive **electronically submitted bids** until **2:00 p.m. Eastern Time, July 09, 2024**, for Chemicals for Wastewater and Water Treatment Plants on an “as needed” basis. Contract with the successful bidder(s) will run from July 1, 2024, through June 30, 2025.

A trial use of an unapproved product **may be required** before the bid is awarded. Please state your price and price firmness validity. All quantities are approximate and may vary depending on treatment conditions or treatment process changes.

All prices quoted will be F.O.B. the City of Maryville Water Filtration Plant and Regional Wastewater Treatment Plant and/or the City of Alcoa Water Filtration Plant. The City of Maryville and City of Alcoa independently reserve the right to reject any or all bids; each City reserves the right to award on an item-by-item basis, schedule basis, all or none basis, or multiple award. Each City reserves the right not to award this solicitation. Unsigned or late bids will not be considered under any circumstances. Bids will be awarded based on price, previously demonstrated performance of chemicals, and ability to deliver in a timely manner.

Please quote your prices in the unit of measure requested on the bid form (failure to do so will result in bid rejection) and return your bid to Karen Smitherman, Buyer and Strategic Sourcing Specialist, City of Maryville at the following email address:

COMsealedbid@maryville-tn.gov

Please mark the subject line “Bid No. 07-24 for Chemicals for Wastewater and Water Treatment Plants”

Opening Date/Time: July 09, 2024 at 2:00 p.m. Eastern Time

Sincerely,

Karen D. Smitherman, NIGP-CPP, CPPB, PMP
Buyer & Strategic Sourcing Specialist
City of Maryville, Tennessee

CITY OF MARYVILLE & CITY OF ALCOA COMBINED BID

PRICING: Suppliers must complete the pricing listed below and submit the forms with their response. **Failure to do so will result in your bid being deemed non-responsive.** Pricing will include all work, equipment, and supplies to provide chemicals. Suppliers are to provide firm pricing for each item as listed in the tables below. The price listed must include all costs associated with the work (e.g.: insurance, salaries, per diems, overhead, profit, technology fees, licenses, fuel surcharges, and vehicle costs). No further compensation will be paid by City unless authorized in writing by the City of Maryville Public Utility Director (or their designee) and approved by the City Manager of the City of Maryville. Written approval must be received prior to work being scheduled or completed.

ITEM	DESCRIPTION	PROPOSED QUANTITY	UNIT PRICE	PROPOSED TOTAL	DELIVERY DATE
1	Tons (1-ton cylinders): CHLORINE (26 Tons anticipated use by Maryville Water Filtration Plant)	26 Tons	\$ (per ton)	\$	
2	Tons (Bulk) based on a 23% content basis; Liquid FLUOSILICIC ACID (60 tons anticipated use by Alcoa Water Filtration Plant – 4,600 gallon deliveries and 25 tons anticipated use by Maryville Water filtration Plant – 1,500 gallon deliveries). Please quote for each city, as well as a combined load for both cities. NOTE: This product is only to be delivered between 7:00 a.m. and 1:00 p.m. Eastern Time.	85 Tons	\$ (per ton single city delivery) OR \$ (per ton combined load for both cities)	\$	
3	Dry Tons (120 Wet Tons): CAUSTIC SODA, 25% (Maryville Water Filtration Plant – 4,200 to 4,500 gallons per delivery and Alcoa Water Filtration Plant – 4,500 gallons per delivery). Quote as Dry Tons. Please quote for each city, as well as a combined load for both cities.	30 Tons	\$ (per ton single city delivery) OR \$ (per ton combined load for both cities)	\$	
4	Liquid Gallons FERRIC SULFATE SOLUTION (12% Iron (+3) Content) Maryville Wastewater Treatment Plant	92,000	\$ (per liquid gallon)	\$	
5	Tons: Bulk Food Grade, SODIUM CHLORIDE – (Alcoa Water Filtration Plant - 24 tons per delivery). Must contain no organic binders, flow control agents or resin cleaning material, and meet the following specifications. NaCl: - dry basis 99.5% min. Calcium Sulfate 0.30% max. Magnesium Chloride 0.06% max. Calcium Chloride 0.10% max. Insolubles 0.1% max. Moisture (as H2O) 3.0% max. Lead 0.0007% max. Copper 0.0003% max. Iron (as Fe) 0.0002% max. Fluoride 0.01% max.	120	\$ (per ton)	\$	
6	Totes: 275-gallon Caged IBC Totes of Sodium Hypochlorite (12.5% Solution). Non-returnable Totes. (Maryville Wastewater Plant) OR Totes: 330-gallon Rotomolded HDPE Returnable Heavy-Duty Totes of Sodium Hypochlorite (12.5% Solution).	36 OR 54	\$ (per tote) \$ (per tote)	\$	
7	Totes: Citric Acid 50% Solution (Alcoa Water Filtration Plant - 330 Gallon; 3395 lb. Tote). Approximate number of deliveries per year is 5.	5	\$ (per tote)	\$	

ITEM	DESCRIPTION	PROPOSED QUANTITY	UNIT PRICE	PROPOSED TOTAL	DELIVERY DATE
8	<p>Tons: POLY ALUMINUM CHLORIDE (PAC) (100 Tons anticipated use by Alcoa Water Filtration and 132 Tons anticipated use by Maryville Water Filtration Plant - 4,500 gallon deliveries at both locations)</p> <p>The following products have been tested and deemed acceptable for use by the City of Maryville:</p> <p>Delta-Floc 824 offered by USALCO PAX XL8 offered by Kemira Del-Pac 2020 by USALCO DyPAC 5800 offered by Dycho Chemical DyPAC 5590 offered by Dycho Chemical DyPAC 5588 offered by Dycho Chemical</p> <p>The following products have been tested and deemed acceptable for use by the City of Alcoa:</p> <p><u>ACH PRODUCTS:</u> Sumalchlor 50 offered by Summit Research Labs DelPac XG by USALCO GPAC 2800 by Gulbrandsen Technologies PAX XL19 by Kemira</p> <p><u>PLEASE INDICATE THE PRODUCT YOU ARE OFFERING.</u></p> <p>The above-listed products are proprietary in nature. If you offer a product that you believe to be equal to that described above, you may quote it in the space listed below. Both Maryville and Alcoa plants are capable of receiving a full truckload (4,500 gallons) of product. A TRIAL RUN OF YOUR PRODUCT MAY BE REQUIRED PRIOR TO ACCEPTANCE OF YOUR BID. SUCH TRIALS WILL REQUIRE A SAMPLE OF 50 GALLONS TO BE PROVIDED AT NO COST TO THE CITY OF MARYVILLE OR CITY OF ALCOA. Any questions regarding the use of your product for the City of Maryville or for the City of Alcoa must be addressed to Karen Smitherman at kdsmitterman@maryville-tn.gov prior to bid opening.</p>	226	\$ (per ton)	\$	

Company Name: _____
Authorizing Signature: _____
Title: _____
Phone: _____
Email: _____

SUBMIT QUESTIONS: Prospective contractors may submit questions concerning this solicitation until **4:30 p.m. Eastern Time on June 27, 2024**. Submit questions via email to Karen Smitherman at kdsmitterman@maryville-tn.gov. After the date and time that the supplier receives this solicitation, any contact initiated by any supplier with any City representative concerning this solicitation, other than the Purchasing Office representative listed herein, is strictly prohibited. Any such unauthorized contact may cause the disqualification of the supplier from this procurement transaction.

Additional Notes on Chemicals

Chlorine: Tare weight will be stamped or painted on each cylinder. Must be ANSI Standard 60 approved for use in potable water. Delivery not to exceed seven business days for City of Maryville after order is received.

Hydrofluosilicic Acid: Must be ANSI Standard 60 approved for use in treatment of potable water. Delivery not to exceed five business days after order is received.

Poly Aluminum Chloride: Must be ANSI approved to meet Standard 60 for use in potable water. It shall also comply with American Water Works Association Standards. Vendor must supply MSDS sheet, product literature and Certificate of Analysis for the product. Please note that although each City has deemed certain PAC products as acceptable for use, tests at each location have proven that certain products provide better results than others. Therefore, each City reserves the right to change supplier and product during the term of the contract if it is determined that a different approved product will provide a greater value to the City based on testing. Delivery not to exceed five business days after order is received.

Sodium Chloride: Vendor must provide Specification Sheets confirming that the Sodium Chloride being bid meets all the requirements of the Bid Document shown above. Each specification must be substantiated with your response documentation.

Note on Shipping

Prices for all chemicals shall reflect your anticipated shipping costs for the entire term of the contract. NO AUTOMATIC FREIGHT OR FUEL SURCHARGE ADD-ONS WILL BE ACCEPTED. Any fuel surcharge which you believe is necessary must be agreed upon by each respective City prior to shipping. Failure to deliver in a timely manner per bid specifications may result in cancellation of contracts.

Note on Raw Materials Surcharge

While we understand that chemical prices are extremely volatile, no automatic raw materials surcharges will be allowed. If conditions reach the point where you believe that a raw materials surcharge is necessary, it must first be discussed with and agreed to by representatives of the respective cities. A written and signed document outlining such agreement must be fully executed. If such a surcharge is granted, the percentage increase may not be adjusted from time to time without agreement by the respective City. Any raw materials surcharge which appears on an invoice without prior notice to the respective City will not be paid.

GENERAL CONDITIONS

(READ CAREFULLY)

1. PREPARATION OF BIDS.

1. Only bids submitted on bid forms furnished by the City will be accepted. No telephone or FAX bids will be accepted.
2. Bids to be enclosed in a sealed envelope; the company name and address, the bid number, and due date must be plainly identified on the outside of the sealed envelope.
3. All bids must be delivered or mailed to the Purchasing Agent, City of Maryville, 406 W Broadway Ave., Maryville, Tennessee, 37801, unless otherwise directed in bid form.
4. It is the bidder's responsibility to ensure that the written bid is delivered at the proper time and place as indicated in the bid document.
5. Late bids will not be considered or returned. They will remain unopened and become part of the bid file.
6. If not offering a bid, the bidder must return the bid form marked **NO BID** and state the reason for not responding.

2. PRICING. Each item must be priced separately. Unit prices shall be shown. In case of error in the extension of prices in the bid, the unit price will govern. No bid shall be altered, amended or withdrawn after specified time for bid opening. Negligence on the part of the bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened.

3. BID OPENINGS. Bids will be opened and read aloud at the specified time and date set in the Invitation to Bid. These meetings are open to the public.

4. SIGNATURE ON BIDS. Each bid must give full name and business address of the bidder and be signed, in ink, by the official of the company authorized to bind the company in contract.

5. ACCEPTANCE AND REJECTION. The City reserves the right to reject any or all bids, to waive informalities and to accept the bid or bids in its judgment is in the best interest of the City. If a bidder fails to state a time in which a bid must be accepted, it is understood and agreed that the City shall have sixty (60) days to issue a purchase order and/or contract.

6. BID EVALUATION. Bids will be evaluated according to the criteria set forth in the Invitation to Bid with the degree of importance to be determined by the City.

7. AWARD. Contracts and purchases will be entered into or made with the lowest responsible compliant bidder meeting specifications for material or services as deemed in the best interest and advantage of the City except as otherwise specified in the Invitation to Bid.

8. MULTIPLE ITEM BIDS. When more than one item is specified in the Invitation to Bid, the City will determine the low bidder either on the basis of the individual items or on all the items included in the bid. ALL or NONE bids must be clearly identified on the bid form and will be considered only if in the best interest of the City.

9. TIME OF DELIVERY. Time of delivery is a part of the consideration and must be stated in the definite terms and adhered to. If time varies on different items, the bidder shall so state. When no time of delivery is stated, it is understood and agreed that delivery is to be made within two (2) weeks after receipt of order.

The contractor shall be required to maintain or have available an inventory sufficient to make shipment within the time stated in their bid. The vendor may request a delivery extension in a letter to the Buyer listed in the solicitation if conditions arise that would prevent them from meeting their quoted delivery schedule. The City reserves the right to accept or reject this request.

10. DEFAULT. In case of default of the Contractor, the City may procure the articles or services from other sources and hold the contractor responsible for any excess cost resulting from this action.

11. BRAND NAMES. Specifications furnished in the Invitation to Bid are intended to establish a desired quality of performance level or other minimum requirements that will provide the City with the best product available at the lowest possible price.

If a bidder offers an alternate they must include the brand name and/or model they propose to furnish and include complete descriptive literature and specifications that clearly describes the article offered and how it differs from the referenced brand.

Reference to literature previously furnished will not satisfy this provision.

UNLESS BIDDER SPECIFIES OTHERWISE IN THEIR BID, IT WILL BE UNDERSTOOD THAT THEY ARE OFFERING THE REFERENCED BRAND ITEM AS STATED.

The City alone reserves the right to determine whether a substitute offer is equivalent and meets the standards of quality and suitability to City's needs as indicated by the brand referenced. A sample or demonstration may be required at the expense of the vendor.

12. SAMPLES. The City may request a sample product as part of a bid. This will be provided at no charge to the City. Samples remain in the Purchasing Department for a period of two (2) weeks following the award of a bid. Vendors are responsible for picking up their samples during that period. Samples not collected by the specified time allowed will become the property of the City. Samples of successful bidders will be retained until delivery is received and is accepted as being equal to their sample.

13. DISCOUNT PERIOD. Time in connection with discount offered will be computed from the date of satisfactory delivery at destination, or from the date the correct invoice is received, whichever is later.

14. FOB POINT. All prices quoted are to be FOB delivered to the using department, City of Maryville, Tennessee (unless another FOB point is stated on the bid form). The successful bidder will assume all responsibility for damage in transit.

15. TAXES. Each City is exempt from Federal excise taxes and State and local sales or use taxes. Exemption certificates will be furnished upon request.

16. CONDITION STANDARDS. It is understood and agreed that any item offered or shipped as a result of this bid shall be new and unused and shall be the manufacturer's latest model unless otherwise stated in the bid.

17. INSPECTION. All supplies or materials are subject to inspection and rejection by the City. Rejected materials shall be returned at the bidder's expense.

18. SAFETY STANDARDS. Unless otherwise stipulated in the bid all manufactured items and fabricated assemblies shall comply with applicable requirement of OSHA and any standards thereunder.

19. PARTS AND SERVICE. The successful bidder must be able to provide adequate parts and services for items bid.

20. BID TABULATIONS. Tabulations of bids will be furnished upon request.

21. The City of Maryville shall not discriminate against any vendor seeking to transact business with the City regardless of race, religion, creed, color, sex, national origin, age or physical handicap.

PENALTIES

Bidders may be removed from our active bid file for a period determined by the City as a result of any of the following:

1. Failure to respond to a bid request.
2. Failure to meet delivery requirements.
3. Failure to furnish specified items as a result of a bid award.
4. Offers of gratuities or favors to any employee of the City.

Bids may be removed from consideration for the following reasons.

1. Bid received after bid opening date.
2. Bid not signed.
3. Descriptive literature on alternate bid not included in bid.
4. Sample not provided if required / requested.