



CALL FOR BIDS
Sodium Hypochlorite, 12.5% Solution, 53-55 Gallon Drums

The City of Sedro-Woolley is soliciting bids for Sodium Hypochlorite, 12.5% available chlorine minimum. **Bids are due by 2 pm on March 24, 2020.** Bids are to be submitted on the city's Bid Form and may be submitted in person, by U.S. Mail, facsimile or email to: City of Sedro-Woolley, Public Works Department, 325 Metcalf Street, Sedro-Woolley, WA 98284, (360) 855-0771, facsimile 360-855-0733, email jrosario@ci.sedro-woolley.wa.us. Results of the bid will be posted on the city website after award. A public opening will not be held.

BID ITEM:

Item 1. Sodium hypochlorite, 12.5% Solution shall be delivered in 53-55-gallon drum containers. Average delivery per year is 15 drums. Actual quantities for 2020 will vary depending on demand, and no minimum quantity is guaranteed. **F.O.B. SEDRO-WOOLLEY WASTEWATER TREATMENT PLANT, 401 ALEXANDER STREET, SEDRO-WOOLLEY, WA 98284.**

BASIS FOR AWARD:

Bid Item shall include total cost including product fee, delivery, obtaining necessary licenses and permits (local and/or state), and all equipment necessary to safely complete the job. Award of bid will be based on the proposed unit prices per item multiplied by 1,100 gallons (20 drums) drum container hypochlorite, plus the appropriate drum deposit (if non-refundable), and other miscellaneous charges as detailed on the Bid Form, if applicable. Award will be based on the lowest bid. Applicable sales tax will be added on invoices (current rate is 8.5%). Bidder shall register or maintain registration on our MRSC Vendor Roster prior to award.

TERMS AND CONDITIONS:

- Price for bid item shall be firm for a period of **ONE YEAR** ending March 31, 2021, with an option (per mutual agreement) of extending one additional year at the same bid item price.
- The City reserves the right to cancel any individual supplier's contract by providing 30 days' written notice of intent to terminate contract. Grounds for cancellation of contract shall include, but are not limited to the following reasons:
 1. The supplier guarantees that all materials furnished by it will be of the best class available, that deliveries will be performed in the best approved manner, and that both delivery and materials will meet fully the requirements of these specifications. Failure of the supplier to meet any of the requirements of these specifications shall be sufficient grounds for immediate cancellation of the purchase agreement, and the City may thereupon effect said cancellation by giving written notice to the supplier.

2. Deliveries in violation of mutually agreed upon schedules and discrepancies between order and delivery quantities. The City shall be the sole judge for this termination. Late delivery is grounds for severance of contract. Prices quoted for these specifications shall be FOB destination and include handling/unloading charges.
- Liquid sodium hypochlorite to be supplied shall be 12.5% concentration, shall meet the latest requirements of "AWWA Standards for Liquid Sodium Hypochlorite" and shall be suitable for use in wastewater treatment. A certificate of analysis shall be delivered to the Wastewater Treatment Plant Manager (or his/her delegate) at the job site upon delivery and before off-loading of the material.
 - All shipments of Sodium Hypochlorite will be rejected without the following.
 1. Material Safety Data Sheet (MSDS) (prior to first delivery)
 2. Bill of Lading
 3. Applicable regulatory documents
 - See attached maps for delivery point location for the Wastewater Treatment Plant.
 - Bids submitted by vendors from outside the United States must clearly indicate that the bid price is in U.S. Funds.
 - The **Sedro-Woolley Water Treatment Plant, 401 Alexander Street, Sedro-Woolley, WA** will accept chemical deliveries between the hours of 8:00am – 4:00pm. Deliveries attempted outside of these hours will be refused and must be rescheduled at no additional expense to the City.

PAYMENTS:

Invoices shall be furnished by the vendor for material and/or services which have been delivered to: **Sedro-Woolley Wastewater Treatment Plant**. The successful vendor must have or shall obtain a Sedro-Woolley business license prior to their first payment. Payments are approved by the Sedro-Woolley City Council on the second (2nd) and fourth (4th) Wednesday of each month. Acceptance of payment by the vendor shall constitute full compensation for performing the service. Invoices are to be mailed directly to the **City of Sedro-Woolley, 325 Metcalf Street, Sedro-Woolley, WA 98284**.

Technical questions relating to the job should be directed to Debbie Allen, Wastewater Treatment Supervisor at 360-856-1100 between the hours of 8:00am to 4:30pm Monday through Friday.

The City of Sedro-Woolley reserves the right, without any liability on our part, to accept a proposal of the bidder submitting the lowest responsible bid, to reject any or all bids, revise or cancel the work to be performed, or do the work otherwise, if the best interest of the City is served thereby.

The City of Sedro-Woolley, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby

notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

INSURANCE COVERAGE:

The delivery of liquid sodium hypochlorite (12.5% concentration) to the City in accordance with these specifications shall be understood to be the responsibility of the supplier, and the supplier shall maintain adequate insurance coverage to protect the City, its officers, agents, and employees from any claims for damages resulting from the delivery of liquid sodium hypochlorite (12.5% concentration) to the City. Prior to the first delivery, the supplier shall provide proof to the City that it **and its subcontractors** are insured under a **commercial general liability** insurance policy covering the delivery within the scope of this solicitation, in adequate quantity to protect against legal liability arising out of contract activity, but no less than **\$2,000,000** per occurrence, **\$4,000,000** annual aggregate.

In the event that product delivered pursuant to this solicitation involves the use of vehicles, either owned or non-owned by the Supplier and its subcontractors, **automobile liability** insurance shall be required. The minimum limit for automobile liability is **\$2,000,000** per occurrence, using a Combined Single Limit for bodily injury and property damage. The Supplier shall provide proof to the City that it is insured under an automobile liability policy.

The Supplier agrees to name the City, its agents, and employees as additional insureds when obtaining liability insurance and to provide **an Acord Certificate of Insurance** with proof of the **Additional Insured endorsement** to this effect within fifteen (15) calendar days of the agreement effective date. All of the Supplier's policies shall be primary to any other valid and collectible insurance. Supplier shall submit renewal certificates as appropriate during the term of the agreement.

ADVERTISED: **March 10, 2020** - On line at City of Sedro-Woolley Web Site at:
https://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php

RFP E-MAILED: **March 10, 2020** - MRSC Vendor Roster.
Main Category: Chemicals and Minerals
Sub-Category: Sodium Hypochlorite for Water and Wastewater Plants