

INVITATION TO BID

The Sanitary District of Decatur, Illinois will receive bids as follows:

Product: **Liquid Sodium Bisulfite - NaHSO₃**

Purchase Period: 1 year: May 1, 2018 through April 30, 2019
3 year: May 1, 2018 through April 30, 2021
Bid submissions for 1 year is required; up to 3 year is optional.
Bid price shall remain in effect for entire purchase period.

Bid Time and Date: 10:00 a.m. C.D.T., April 12, 2018
Bids will be opened immediately thereafter.
Late bids will be returned unopened.

Bid Price Firm: 60 days from bid date.

Bid Submission: Sealed envelope to:

Director of Operations and Compliance
Sanitary District of Decatur
501 Dipper Lane
Decatur, IL 62522

Marked on the outside of the envelope:

Bid for Sodium Bisulfite
Due: 10:00 a.m.
April 12, 2018

The Sanitary District of Decatur reserves the right to reject any and all bids or to accept any bid considered advantageous to the District.

SPECIFICATIONS FOR ANNUAL CONTRACT FOR LIQUID SODIUM BISULFITE - NaHSO₃

The Contractor shall supply and deliver Liquid Sodium Bisulfite - NaHSO₃ to the Sanitary District of Decatur, main treatment plant, as specified herein.

I. Bidder's Responsibilities

The bidder shall satisfy all conditions and qualifications set forth in the invitation to bid, instructions, and specifications. Failure to do so may render the bidder's proposal invalid and unacceptable.

The bidder shall explain and describe any and all exceptions to these bid specifications. The explanation and description shall be submitted in duplicate with the Bidder's bid. Please note that the taking of any exception may result in the bid being deemed non-responsive if it is determined by the District to be a material variance from the specifications and bidding documents.

The bidder shall fill out and sign the attached bid summary sheet.

No minimum or maximum quantity to be purchased under this agreement is stated or implied herein.

Questions pertaining to these specifications may be directed to David Collard at 217/422-6931, ext. 214.

II. Technical Specifications

A. General Process Description

Sodium bisulfite is used to dechlorinate treated municipal wastewater from May 1 through October 31 annually. Tank truck loads shall be delivered on an as-needed basis when requested by District personnel. The truck driver must contact a plant operator on arrival and arrange for transfer into storage tanks at the District's facility. Demand is variable based on wastewater flow rates and other conditions.

B. Product Specifications

The liquid Sodium Bisulfite solution shall contain:

Sodium Bisulfite	38% minimum
Specific gravity	1.30 -1.35 at 20°C

The bidder shall supply specifications, typical analysis sheet, and a Safety Data Sheet with the bid.

C. Shipping and Delivery

The District has two 8,000 gallon bulk storage tanks at the main treatment plant. Deliveries shall be made in minimum quantities of 3,000 gallons to the facility designated within 3 business days of notification by the District. Deliveries shall be conducted between the hours of 8 a.m. and 2 p.m.

Immediately upon execution of the Agreement, the Contractor shall provide to the District the name, address, and telephone number to request shipment of Sodium Bisulfite.

The Contractor shall deliver Sodium Bisulfite as herein specified regardless of work stoppage, strike, or other labor dispute.

The Contractor's trucks shall have all pumps, air compressor, hoses, fittings, and other equipment necessary for prompt and orderly transfer of Sodium Bisulfite to District storage facilities.

Defective tank trucks or valves which permit Sodium Bisulfite to escape or prevent the Sodium Bisulfite from being properly unloaded will be rejected. Deliveries may also be rejected due to product crystallization.

The Contractor is responsible for providing the Contractor's delivery employees with all necessary safety equipment training, and procedures for the safe unloading of Sodium Bisulfite.

The Contractor is responsible for the cleanup of any spills which are not due to faulty District equipment or connections. The District shall be properly compensated for any damage to equipment, property, or appurtenances due to a careless delivery operation.

Deliveries that are rejected for any reason listed above shall not be reimbursed in any manner or portion by the District.

D. Base Bid Price

The bid price shall be stated as dollars per hundred pounds of 38% Sodium Bisulfite solution delivered to the Sanitary District of Decatur, Illinois.

E. Method of Payment

Each invoice for delivery shall be accompanied by a certified weight ticket and the analysis sheet of the concentration of NaHSO_3 in the shipment.

Each invoice shall be for an amount equal to the number of pounds of 38% NaHSO_3 solution delivered divided by 100 and multiplied by the base bid price.

The District reserves the right to analyze any or all deliveries for NaHSO_3 concentration. Discrepancies between the District's analysis and invoiced quantities shall be promptly brought to the attention of the Contractor.

F. Cancellation of Agreement

The District reserves the right to cancel any purchase agreements due to three deliveries of material not meeting specifications.

G. Usage

The District has estimated the usage to be 500,000 lbs. per year. This is an estimate and does not represent a minimum quantity of product to be purchased.

H. Fuel Surcharge Adjustment

The U.S. Energy Information Administration reported a diesel fuel price of \$2.92 on March 5, 2018 (http://www.eia.gov/dnav/pet/pet_pri_gnd_dcus_r20_w.htm, Diesel (on highway), Midwest Area, Weekly Price) If, during the contract period, the price reported by the same source increases by more than 50 percent over the March 5, 2018 price for four weeks in which a sodium bisulfite delivery is made, the Contractor may request a contract amendment to include a fuel surcharge for product delivery to the District. The Contractor must provide delivery cost information to the District substantiating a proposed surcharge. Amendment of the contract to include a surcharge (and conditions for discontinuing the fuel surcharge) is solely at the District's discretion and if an amendment is not agreed upon, the Contractor will be required to provide sodium bisulfite at the bid price.

**SANITARY DISTRICT OF DECATUR
LIQUID SODIUM BISULFITE - NaHSO₃
BID SUMMARY**

Manufacturer _____

Year 1 Bid price: \$ _____ per 100 pounds Sodium Bisulfite, delivered.
(Section II.E. of specifications)

Year 2 Bid price: \$ _____ per 100 pounds Sodium Bisulfite, delivered.
(Section II.E. of specifications)

Year 3 Bid price: \$ _____ per 100 pounds Sodium Bisulfite, delivered.
(Section II.E. of specifications)

This Bid Summary sheet shall be returned with all other Bid Documents.

Complete specifications and a Safety Data Sheet shall be included with the Bid Documents.

Any exceptions to the specifications shall be submitted with the Bid Documents.

The Bidder declares that he has examined the specifications entitled "Sodium Bisulfite - NaHSO₃" and all other bid documents and has full knowledge of the work to be performed and the materials to be supplied and the conditions under which the work shall be performed and the material supplied.

Further, the Bidder agrees to comply with all provisions of these Specifications, the Invitation to Bid, Bid Summary, and all other Bid Documents.

COMPANY NAME: _____

REPRESENTATIVE'S NAME: _____

REPRESENTATIVE'S SIGNATURE: _____

REPRESENTATIVE'S EMAIL ADDRESS: _____

DATE: _____ TELEPHONE: _____

MAILING ADDRESS: _____

Note: All above fields are required.