

**City of Lockport
Request for Bids
For
Chemicals for Municipal Water Treatment Facility**

The City of Lockport, New York (the "City") is issuing this Request for Bids from qualified vendors that are interested in providing chemicals for the City's Water Treatment Plant on Summit Street in Lockport.

Copies of the bid specifications can be obtained from City Clerk Emily Stoddard, cityclerk@lockportny.gov or online at: <https://lockportny.gov/departments/city-clerk/>

Bid prices are to be firm for the time period January 1, 2025 through December 31, 2025. The successful firm will be determined solely from the bid received, and the City reserves the right to accept bids by items, or as a whole, or to reject any or all bids.

Mail or deliver bids to **City Clerk Emily Stoddard** at the City Clerk's office at the Lockport Municipal Building, One Locks Plaza, Lockport, New York 14094 on or before **October 16, 2024 at 11:00 a.m.**, at which time and place they will be publicly opened and read. Bids must be submitted in a sealed envelope and clearly marked, "**Chemicals for Municipal Water Treatment Facility.**" Facsimiles or electronic bids will not be accepted. All questions should be directed to City Clerk Emily Stoddard at 716-439-6776 or: cityclerk@lockportny.gov

Emily Stoddard
City Clerk

City of Lockport New York
REQUEST FOR BIDS FOR CHEMICALS FOR MUNICIPAL WATER
TREATMENT FACILITY
BID #WTP2024-01

Bids on items as specified herein will be accepted in the City Clerk's office at City Hall until 11:00 A.M., and opened at 11:00 A.M. on October 16, 2024.

All bids are subject to delivery and must state when delivery can be made as stated herein.

If a bid is submitted on an article intended as a substitute for a grade or brand specified, the bidder must state the grade or brand of the substitution, otherwise it will be assumed that the bid is based on the grade or brand specified.

The City of Lockport reserves the right to accept this bid by items, or as a whole, or to reject any or all bids or waive informalities.

Bids are to be shown NET. Cash discounts are to be stated, if any.

All bids must be accompanied by the requisite bid bond IF SO STATED IN THE SPECIFICATIONS.

Provision of any required performance bond is the responsibility of the bidder.

Prices must be filled in with typewriter or ink on this form and placed in a **SEALED ENVELOPE CLEARLY MARKED WITH THE BID NUMBER AND THE NAME OF COMPANY SUBMITTING THE BID.**

Any and all bids and contracts made or awarded by the City of Lockport or any department, agency or official thereof for work or services performed or to be performed, or goods purchased or sold or to be purchased or sold are made subject to the provisions of Chapter 861 of the Laws of New York, 1953, as amended by Chapter 751 of the Laws of New York, and as now contained or as may hereafter be amended. The provisions of the New York State General Municipal Law and Sections 103a and 103b are applicable to this bid.

BIDDER'S ATTENTION IS REQUESTED REGARDING THE FOLLOWING CONDITIONS AND REGULATIONS. BIDS NOT IN COMPLIANCE WITH THE FOREGOING CONDITIONS AND REGULATIONS WILL NOT BE CONSIDERED.

Anti-Discriminatory Statement:

All programs, policies, procedures, procurement opportunities and activities conducted by and through this organization, its employees, contractors and subcontractors shall be conducted without regard to age, ancestry, color, creed, citizenship (where applicable), gender, genetic information/testing, marital status, mental or physical disability, political affiliation, belief or opinion (where applicable), national origin, race, religious affiliation, belief or opinion, sex, (except where age, sex, or disability involves a bona fide occupational qualification), sexual orientation (where applicable) or status as a participant in Workforce Investment Act (WIA) funded programs (where applicable). The City of Lockport encourages participation of women and minority owned business enterprises in all its procurement opportunities and has a goal of increasing participation of MWBE organizations in its procurement activities.

VENDOR NAME:

ADDRESS:

**CONTACT PERSON FOR QUESTIONS
REGARDING BID**

TELEPHONE NUMBER

AUTHORIZED SIGNATURE

DATE

TITLE

MAIL BIDS TO:
City of Lockport
C/O City Clerk
One Locks Plaza
Lockport, NY 14094

DELIVER BIDS TO:
City of Lockport
C/O City Clerk
CITY HALL
One Locks Plaza
Lockport, NY 14094

**BIDS SUBMITTED BY ELELCTRONIC MEANS OR
FACSIMILE ARE UNACCEPTABLE
SPECIFICATIONS (Page 1 of 3)**

1. Sealed bid proposals will be received on behalf of the City of Lockport (the “City”) by the City Clerk at City Hall, One Locks Plaza, Lockport, New York 14094 for the purchase of the three (3) items set forth on the attached price sheet.
2. This is a bid by the City of Lockport.
3. Quantities listed are on a more or less basis of what the City of Lockport anticipate needing unless specified otherwise herein.
4. Bid prices are to be firm for the time period of January 1, 2025 through December 31, 2025.
5. Bid price is to be F.O.B. destination, freight prepaid to the locations set forth under “DELIVERY LOCATIONS.”
6. Delivery is required within five (5) calendar days after receipt of the order (three [3] days for hydrofluorosilicic acid and polyaluminum chloride.) Delivery hours are 8:00 A.M. to 2:30 P.M., Monday through Friday unless otherwise noted herein.
7. Chemicals must be transported in dedicated trailers.
8. Seal numbers and a legible copy of the truck driver’s license containing his/her photo must be e-mailed or faxed prior to arrival of delivery.
9. Re-weigh tickets (weight after delivery) must be provided within 24 hours of delivery for bulk tank deliveries. (NOTE: Chlorine tonners are exempt from this requirement.)
10. The vendor must provide all MSDS sheets for the product(s) they are providing.
11. The vendor, upon request, must provide safe handling training for the product(s) they are providing.
12. For Item #1 on the attached price sheet, be advised that all chlorine delivered in one ton cylinders, respectively, must meet the AWWA B301-92 standard or the latest standard from the AWWA and be certified to ANSI/NSF Standard 60 for water treatment use. No cylinder deposit charges will be paid. Ton cylinders must be delivered on flatbed trucks. Contractor must provide gaskets for safe and direct connection of the one ton cylinder to the permanent feed line available for gaseous chlorination. All ton containers must contain a new, intact seal, have clearly-defined tare weights and serial numbers on the tanks as well as a new, legible paper tag attached to container.
13. For Item #2 on the attached price sheet, the solution of hydrofluorosilicic acid shall be a minimum 23% solution in lot as set forth in paragraph 14 herein. Deliveries will be in tank trucks dedicated exclusively for the shipment of hydrofluorosilicic acid. Hydrofluorosilicic acid must meet the AWWA B703-94 standard or the latest standard from the AWWA and be certified pursuant to ANSI/NSF Standard 60 for water treatment use. The supplier’s truck must be equipped with a 2” quick connect fitting and with pumping equipment (and air blow-off valve) capable of pumping the acid from their truck directly to the customer’s tank. A certified analysis stating the percent by weight of the product delivered and the bill of lading shall be provided for each load.
14. For Item #2 on the attached price sheet, deliveries shall be made in lot based upon gallon size as follows:

2,000 gallons – City of Lockport

SPECIFICATIONS (Page 2 of 3)

15. For Item #3 on the attached price sheet, the Polyaluminum Chloride (50% basicity) shall meet the following specifications:

SCOPE: Furnish and deliver polyaluminum chloride with a 50% basicity.

CERTIFICATION: The product that is bid must meet both criteria below:

A. The product must be certified by the National Sanitation Foundation under Standard 60 - Drinking Water Treatment Chemicals - Health Effects.

B. A Designation of "no Objection to Use" by the United States Environmental Protection Agency (USEPA) for treatment of potable water. The product is identified in the USEPA Water Chemicals Codex as NAS/CWTC 044-84.

IMPURITIES: In addition to the specifications listed above, vendor(s) shall ensure that polyaluminum chloride solution does not contain other matter above limits which may be considered injurious to health. In particular:

A. The product shall not contain any amount of natural or synthetic organic polymer.

B. The product shall not contain concentrations of regulated metals exceeding limits as determined by NSF under Standard 60. These limits are based on no more than 10% contribution to the regulated metal concentration limit in the finished water (assuming complete transport of the regulated metal from the product to the water) based on maximum allowable regulated metal concentrations as set by the USEPA in the National Primary Drinking Water Standards and the maximum allowable dosage of the product as determined by NSF during the original product certification process. For more information, see NSF Standard 60, Section 3.0.1 and Appendix E.

PERFORMANCE: The product must have demonstrated ability to perform effectively under the following conditions:

A. All turbidity ranges.

B. All temperatures ranges.

C. pH ranges between 6.0 to 10.0.

DELIVERY: All deliveries must be made in dedicated containers used exclusively for the shipment of polyaluminum chloride solution to maintain product integrity and purity. Deliveries will be by bulk tanker in quantities requested. The truck is to be equipped with pumping equipment, hoses, hose connections and an air blow-off valve to unload into storage tanks.

PRODUCT EVALUATION: Bids will only be accepted from bidders pre-qualified, based on in-plant testing. Contact Dennis McNamara at (716) 433-1646, extension 1 or (716) 255-8176 for product evaluation. The product shall have been evaluated at the water treatment plant through jar testing. In each case a full report and conclusion must have been made to the City of Lockport. The City of Lockport reserves the right to disqualify the product if performance during jar testing does not meet quality standards or fails to perform to the satisfaction of the City of Lockport staff. The vendor(s) and City of Lockport staff shall agree to the requirements that must be met prior to any testing.

16. GENERAL REQUIREMENTS OF THE CITY FOR VENDORS:

A. All chemicals shall be delivered to the Cities facilities in quantities directed by the City. All deliveries will be made between the hours of 8:00 a.m. and 1:00 p.m. Monday through Friday, unless so directed. All pumps, hoses, hose connections and an air blow-off valve shall be supplied by the successful bidder for proper hookup to City of

Lockport equipment, so that all deliveries may be unloaded into the Cities storage facilities with a maximum of safety.

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B. All Chemicals shall meet the applicable specifications of the American Water Works Association (AWWA) for use in the treatment of potable water unless otherwise modified herein.

C. All Chemicals shall be certified pursuant to National Sanitation Foundation (NSF) standard 60 Drinking Water Treatment Chemicals. Certification is to be provided.

17. **ADDITIONAL DELIVERY REQUIREMENTS:**

Vendors submitting pricing pursuant to this offering acknowledge that the items set forth herein are essential to the operation of water operations in the City of Lockport, and that this is a vital public health and welfare concern. As such, vendors submitting quotes hereunder shall guarantee delivery of products ordered within the time frames set forth in the various paragraphs above.

Failure to deliver an ordered item within the time frames set forth in said paragraphs may result in termination of the vendor's contract/agreement. In the event of such a default, the City of Lockport shall have the right to seek an alternate supplier for the item, and vendor shall be responsible for all costs, including shipping or delivery costs, for the procurement of the item(s) from the alternate supplier that are above and beyond the price vendor quoted herein.

This guarantee shall not extend to circumstances completely beyond the vendor's control, such as serious weather related delays or circumstances deemed an "act of God."

18. Failure to supply any requested information, or to submit prices for all items may cause a submission to be considered informal or result in a vendor being declared non-responsible.

19. Vendors shall note there are seven (7) exhibits attached to these specifications. Vendors must complete all of the documents contained in said exhibits and also provide all materials which meet the requirements set forth therein, including but not limited to, a certificate of insurance meeting the City of Lockport standard insurance requirements, which must be provided by the successful bidder(s) after award of the bid.

20. Due to the COVID-19 crisis, entrance into City Hall is currently open but could be limited at any time. As such, vendors should make every effort to deliver quotation packages via USPS, UPS, FedEx or a similar delivery service. Please note that those deliveries must still be received by the City Clerk no later than the scheduled time set forth on the first page of this package. Vendors who are unable to utilize a delivery service may call 716-439-6674 and make an appointment to drop off a package to a member of the City Clerk's staff at City Hall. Calls to schedule an appointment should be made no later than 4:00 p.m. the day before the scheduled opening. The City of Lockport and staff shall not be responsible for the late arrival of quotation packages due to delivery failure or the failure to leave adequate time for an appointment to be scheduled.

28. For questions regarding the specifications, contact City Clerk at (716) 439-6674.

