

**NOTICE TO SUPPLIERS**  
**CITY OF KALAMA**  
**2008 CHEMICAL PROCUREMENT**

Sealed proposals will be received by the undersigned at the City of Kalama, 320 N. First Street, PO Box 1007, Kalama, Washington 98625, up to 2:00 p.m. local time on Tuesday December 4, 2007.

The work under this Contract includes all labor, materials, equipment, supplies and services to supply chemicals for the City of Kalama water treatment facility and wastewater treatment facility for the period from January 1, 2008 to December 31, 2008.

The chemicals to be purchased are diatomaceous earth, sodium hypochlorite, sodium hydroxide, and sodium fluoride.

All bidding and delivery is to be performed in compliance with the request for Proposal, Specifications and Proposal for this project which are on file at the Kalama City Hall.

At the time and date stated above, the proposals will be publicly opened and read aloud. Proposals are to be submitted only on the form provided with the Specifications.

Specifications, including proposal forms, may be obtained from the Kalama City Hall located at 320 N. First Street, Kalama, WA 98625, (360) 673-4561. Questions regarding this proposal may be directed to Mr. Carl McCrary, Public Works Director, at (360) 673-3706.

The City of Kalama expressly reserves the right to reject any or all bids and to waive minor irregularities or informalities and to further make award of the contract to the lowest responsive, responsible bidder as it best serves the interest of the City of Kalama.

(signed) Ms. Coni McMaster  
City Clerk/Treasurer

**CITY OF KALAMA  
2008 CHEMICAL PROCUREMENT  
SPECIFICATIONS**

**PART 1 GENERAL**

**1.1 SCOPE**

The Contractor shall periodically supply chemicals to the City of Kalama Drinking Water Treatment Facility (DWTF) and Wastewater Treatment Facility (WWTF) on an on-call basis in the approximate quantities listed below as requested by the City during the contract period. The contract period shall be for twelve months, commencing on January 1, 2008 and ending December 31, 2008.

**1.2 QUALITY ASSURANCE**

Chemicals listed in these specifications shall comply with listed and/or appropriate AWWA and USEPA Standards and Specifications, and shall be suitable for use in public drinking water supplies. This material shall be certified as suitable for contact with or treatment of drinking water by an accredited certification organization in accordance with ANSI/NSF Standard 60, Drinking Water Treatment Chemicals - Health Effects.

With each delivered quantity of material, the Contractor shall provide an Affidavit of Compliance stating the material complies with all provisions of this Specification and with all stated references.

**1.3 SUBMITTALS**

The Contractor shall submit a Hauling and Delivery Plan to the City of Kalama prior to the first delivery. The Plan shall describe how the Contractor will coordinate delivery of the material to the facility(s), the methods to be used to place the material in the designated stockpile locations, and shall include a contact name and phone number to be used throughout the length of the Contract.

**1.4 INSURANCE REQUIRMENTS**

The Contractor shall maintain insurance in the following minimum amounts for the duration of the Contract:

General Liability: At least \$1,000,000 per occurrence  
\$1,000,000 aggregate, Combined Single Limit  
Automobile Liability: At least \$1,000,000 per accident, Combined Single Limit

## **1.5 PAYMENT**

All costs for furnishing and delivering chemicals including shipping and applicable taxes shall be included in the unit price bid item for each chemical. Sales tax will be paid according to the laws of the State of Washington for the purchasing of chemicals within this bid package.

The unit quantities shown in the Proposal form are estimates and are stated only for bid comparison purposes. The City of Kalama does not warrant, expressly or by implication that the actual quantities will correspond with those estimates. Payment will be made on the basis of the actual quantities of each item required by the City of Kalama.

With each delivery, the Contractor shall submit an invoice for payment. The City of Kalama will pay the invoice within 30 days of receipt of the invoice.

## **1.6 INSTRUCTIONS FOR BIDDERS**

### **A. Proposal**

Proposals shall be submitted on the Proposal form, which is included with the Specifications. All Proposals shall be completed, signed and dated. The City of Kalama will accept only those Proposals properly executed on the forms provided. All prices shall be in legible figures written in ink or typed. In the space provided on the Proposal, the Bidder shall identify all the Addenda that have been received. The Proposal shall be submitted in a sealed package, addressed to the City of Kalama, and plainly marked: "2008 Chemical Procurement Bid – To be Opened at 2:00 p.m. on Tuesday, December 4, 2007". The City of Kalama will not consider proposals it receives after the time fixed for opening Proposals.

Bidders may bid on any or all chemicals listed. Contracts for each chemical shall be awarded separately. Bidders for diatomaceous earth should indicate the grade of diatomaceous earth to be provided on the appropriate blank in the bid form.

### **B. Modification of Proposal**

Modification of a Proposal will be considered only if the modification is received prior to the time announced for the opening of Proposals. All modifications shall be made in writing, executed and submitted in the same form and manner as the original Proposal. No oral, telegraphic, telephonic, or facsimile proposals or modifications will be considered.

## 1.7 AWARD OF CONTRACT

The City of Kalama will award the Contract separately for each chemical listed. The Contract will not be awarded until the City of Kalama is satisfied that the successful Bidder(s) is responsible, and has the necessary capital, tools, personnel and equipment to satisfactorily perform the Work. The City of Kalama reserves the right to waive informalities in the bidding, accept the Proposal of the lowest responsive, responsible Bidder(s), reject any or all Proposals, republish the call for Proposals, or cancel the call for Proposals.

## PART 2 PRODUCTS

### 2.1 DIATOMACEOUS EARTH FILTER MEDIA

The diatomaceous earth filter media shall be World Minerals Celite Grade 535 or Eagle Picher Celatom Grade FW 50. Diatomaceous earth filter media shall have the following physical and chemical properties:

#### A. Physical Properties:

Parameter	Value(s)
Specific Gravity	2.3
pH (10% slurry)	10
Permeability	3.0 - 3.5 D'arcys
Bulk Density, Dry	12 - 15 lb/ft <sup>3</sup>
Bulk Density, Wet	18 - 20 lb/ft <sup>3</sup>
Median Particle Size	42 - 43 micron
Moisture	0.1 - 0.5%
% Retained on 150 Mesh	5 - 10 %

#### B. Chemical Properties:

Compound	% of Total
Silica (SiO <sub>2</sub> )	88 - 90
Alumina (Al <sub>2</sub> O <sub>3</sub> )	4.0 - 4.2
Iron Oxide (Fe <sub>2</sub> O <sub>3</sub> )	1.3 - 1.5
Calcium Oxide (CaO)	0.5 - 0.6
Magnesia (MgO)	0.3 - 0.6
Other Oxides	5 (max.)

The filter media shall be delivered to the DWTF in new, heavy-duty cloth or reinforced vinyl 1,000 lb. flat bottom bulk bags suitable for use in a Sac-Master bulk bag handling system as manufactured by Schenk. The bags shall be marked

on the outside with the manufacturer's name, the brand name and generic names of the product, the grade of the product, the net weight of the bag, the manufacturer's coded batch control information, and all hazardous material information as required by State and Federal law.

## **2.2 SODIUM HYPOCHLORITE**

The sodium hypochlorite (NaOCl) shall contain not less than 12.5% available chlorine. The solution shall contain less than 0.15% insoluble matter by weight and less than 1.5% total free alkali (expressed as NaOH) by weight. Sodium hypochlorite shall meet the requirements of AWWA B300.

Sodium hypochlorite shall be delivered to the DWTF in a tanked truck with a minimum of 75 feet of hose and a nozzle suitable for connecting to a 1-1/2" male cam-lock fitting. When the tank is filled, the Contractor shall purge the remaining chemical from the fill lines using compressed air.

With each shipment, the delivery truck shall provide documentation of the manufacturer's name, name of the product, the grade of the product, and all hazardous material information as required by State and Federal law.

## **2.3 SODIUM HYDROXIDE**

The liquid sodium hydroxide (NaOH) shall contain approximately 25% NaOH. All sodium hydroxide shall meet the requirements of AWWA B501. The 25% solution must be at a temperature less than 110 ° F. measured at the DWTF delivery site.

The sodium hydroxide shall be delivered to the DWTF and WWTF in a tanked truck with a minimum 75 feet of hose and a nozzle for connecting to a 1" male cam-lock fitting. When the tank is filled, the Contractor shall purge the remaining chemical from the fill lines using compressed air.

With each shipment, the delivery truck shall provide documentation of the manufacturer's name, name of the product, the grade of the product, and all hazardous material information as required by State and Federal law.

## **2.4 SODIUM FLUORIDE**

The sodium fluoride (NaF) supplied shall be the coarse crystalline grade and shall be at least 97% (on a dry basis) sodium fluoride, corresponding to approximately 44% fluoride ion. The moisture content shall be less than 0.5% by weight, insoluble matter shall be less than 0.6% by weight and heavy metals, expressed as lead, shall be less than 0.04% by weight.

The sodium fluoride shall meet the following gradation:

<b>Sieve Size</b>	<b>Percent Passing</b>
No. 20	≥98
No. 100	≥50
No. 325	≤5

Sodium fluoride shall meet the requirements of AWWA Standard B701.

The sodium fluoride shall be delivered to the DWTF in 50 lb. bags with vapor barrier liners. The bags shall be marked with the manufacturer's name, the brand name and generic name of the product, the grade of the product, and all hazardous material information as required by State and Federal law.

## **PART 3 EXECUTION**

### **3.1 HANDLING AND STORAGE**

Chemicals shall be handled and stored (if required) in a manner that will prevent contamination by moisture, dust, dirt, and other foreign substances. Covers shall be provided as necessary to protect the chemicals from the elements.

All containers shall be sound and free of leakage. Any defective sacks will not be accepted. All empty pallets and Diatomaceous Earth sacks shall be hauled away by the supplier. The City of Kalama accepts no responsibility for pallets or sacks damaged during shipping. All costs associated with the return of sacks and pallets shall be the responsibility of the supplier.

### **3.2 DELIVERY**

#### **A. GENERAL**

Periodic deliveries will be required of each chemical. Upon request by the City of Kalama, the Contractor will deliver the requested amount of chemical to the City of Kalama within seven calendar days of the request. Approximate delivery amounts are summarized in the following sections.

#### **B. SCHEDULE "A" – DRINKING WATER TREATMENT FACILITY**

1. All shipments shall be F.O.B. to the Kalama DWTF, 153 Modrow Road, Kalama, WA 98625.
2. The following table summarizes the delivery unit, order size and estimated 2008 requirements for each chemical to be delivered to the DWTF.

<b>No.</b>	<b>Chemical</b>	<b>Delivery Units</b>	<b>Approximate Order Size</b>	<b>Estimated 2008 Requirements</b>
1	Diatomaceous Earth	1,000 lb Flat Bottom Bulk Sacks	8 sacks	50,000 lbs.
2	12.5 % Sodium Hypochlorite	Small Bulk	300 gallons	2,500 gallons
3	25% Sodium Hydroxide	Small Bulk	500 gallons	5,200 gallons
4	Sodium Fluoride	50-lb. Sacks	2,000 lbs.	5,000 lbs.

3. Chemicals shall be delivered to the DWTF as approved in the Hauling and Delivery Plan. The Contractor shall ensure provisions are made for off-loading the material from the delivery truck and placing it in the City of Kalama designated stock-piling area within the Chemical Room of the DWTF. Access to the Chemical Room is provided through a 12' wide, roll-up door located above a 4' high loading dock. A dock leveler allows for 6" adjustment of the unload platform. The Chemical Room includes an electronic pallet jack with a rated capacity of 4,000 pounds that is available for use in off-loading as necessary.

**C. SCHEDULE "B" – WASTE WATER TREATMENT PLANT**

1. All shipments shall be F.O.B. to the Kalama WWTF, 206 Hendrickson Drive, Kalama, WA 98625.
2. The following table summarizes the delivery unit, order size and estimated 2008 requirements for each chemical to be delivered to the WWTF.

No.	Chemical	Delivery Units	Approximate Order Size	Estimated 2008 Requirements
1	25% Sodium Hydroxide	Small Bulk	400 gallons	4,000 gallons

3. Chemicals shall be delivered to the WWTF as approved in the Hauling and Delivery Plan. The Contractor shall ensure provisions are made for off-loading the material from the delivery truck and placing it in the City of Kalama designated chemical tank area within the WWTF. Delivery trucks must be provided with lift gates.

**\*\*\* END OF SECTION \*\*\***

## PROPOSAL

City of Kalama  
320 North First Street  
PO Box 1007  
Kalama, WA 98625

The undersigned has examined the site(s), local conditions, Proposal, Specifications, and all applicable laws and ordinances covering the Work contemplated. In accordance with the terms, provisions, and requirements of the foregoing, all of their respective terms and conditions are incorporated herein by this reference and the following unit and lump sum prices are tendered as an offer to furnish the materials as required by the Specifications.

It is understood herein that after the date and hour set for the opening of bids, no Bidder may withdraw its Proposal, unless the award of the Contract is delayed for a period exceeding sixty (60) consecutive calendar days.

The undersigned freely states that it is familiar with the provisions of the competitive bidding statutes of the State of Washington, and specifically the provisions of RCW Chapter 9.18, and certifies that with respect to this Proposal, there has been no collusion or understanding with an other person, persons, or corporation, to prevent or eliminate full and unrestricted competition among Bidders on this Project.

The undersigned agrees that the City of Kalama reserves the right to reject any or all bids and to waive any minor informalities.

The undersigned hereby agrees that the City of Kalama reserves the right to award the contract to the lowest responsible, responsive bidder whose Proposal is in the best interest of the City of Kalama. Bidders may bid on any or all chemicals listed. Contract for each chemical shall be awarded separately.

The contract period shall be for twelve (12) months, commencing January 1, 2008 and ending December 31, 2008. The undersigned agrees to hold the prices listed below for the duration of the 12-month period.

**PROPOSAL – Continued**

**SCHEDULE A – DRINKING WATER TREATMENT FACILITY:**

<u>NO.</u>	<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u> <u>(\$ US)</u>	<u>AMOUNT</u> <u>(\$US)</u>
1.	Diatomaceous Earth Grade _____	50,000 LBS	\$ _____	\$ _____
2.	12.5% Sodium Hypochlorite	2,500 GAL	\$ _____	\$ _____
3.	25% Sodium Hydroxide	5,200 GAL	\$ _____	\$ _____
4.	Sodium Fluoride	6,000 LBS	\$ _____	\$ _____

**SCHEDULE B – WASTEWATER TREATMENT FACILITY:**

<u>NO.</u>	<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u> <u>(\$ US)</u>	<u>AMOUNT</u> <u>(\$US)</u>
1.	25% Sodium Hydroxide	3,000 GAL	\$ _____	\$ _____

**STATEMENT OF BIDDER'S QUALIFICATIONS**

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No. (\_\_\_\_\_) \_\_\_\_\_ Fax No. (\_\_\_\_\_) \_\_\_\_\_

Contact person for this Project: \_\_\_\_\_

Number of years the Supplier has been in business under the present firm name, as indicated above: \_\_\_\_\_

**PROPOSAL – Continued**

List of five (5) other contracts of a similar nature for which the Contractor has supplied chemicals on an on-call basis within the last ten (10) years and the gross dollar amount of each contract, together with the Owner’s name and phone number:

<b>Owner</b>	<b>Phone</b>	<b>Chemicals Supplied</b>	<b>Amount</b>

**ADDENDA RECEIVED**

<b>Addendum No.</b>	<b>Date Received</b>	<b>Name of Recipient</b>

The undersigned agrees that the City of Kalama is authorized to obtain reports from all references included herein.

Very truly yours,

\_\_\_\_\_  
Print Company Name

By: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date