

LEGAL NOTICE

INVITATION TO BID

The City of Meriden is accepting sealed bids for:

For: **B019-22**  
CHEMICALS

For: VARIOUS DEPARTMENTS

Bids shall be submitted on forms and in the manner specified. Forms and specifications may be obtained from the Purchasing Department. Bids will be accepted at the Purchasing Department, Room 210, City Hall, Meriden, Connecticut 06450-8022 until **11:00 AM** local time on: **May 2, 2019**, at which time they will be publicly opened and read.

The right is reserved to reject any or all bids, in whole or in part, to award any item, group of items, or total bid, and to waive informality or technical defects, if it is deemed to be in the best interest of the City of Meriden.

No bidder may withdraw their bid within sixty (60) days of the date of the bid opening.

Wilma C. Petro, CPPB, C.P.M.  
Purchasing Officer  
City of Meriden, CT 06450-8022

Dated: April 10, 2019



PURCHASING DEPARTMENT  
ROOM 210 CITY HALL  
142 EAST MAIN STREET  
MERIDEN, CONNECTICUT 06450-8022

WILMA C. PETRO, CPPB, C.P.M.  
PURCHASING OFFICER

PHONE 203-630-4115  
FAX: 203-630-3852

Shall Be Submitted With Bid

**NON-COLLUSIVE BID STATEMENT**

BID FOR: B019-22 CHEMICALS FOR VARIOUS DEPARTMENTS

The undersigned bidder, having fully informed themselves regarding the accuracy of the statements made herein certifies that;

- (1) The bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment or services described in the Invitation to Bid, designed to limit independent bidding or competition, and;
- (2) the contents of the bid have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated to any such person prior to the official opening of the bid.

The undersigned bidder further certifies that this statement is executed for the purposes of inducing the City of Meriden to consider the bid and make an award in accordance therewith.

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Legal Name of Bidder

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Business Address

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Please Print Name and Title of Person Authorized to Sign

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Signature

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Date

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Phone Number

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Fax Number

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e-mail address

**REQUEST FOR STATUS AS A MERIDEN BASED BUSINESS B019-22**

Bidders are specifically advised that the City of Meriden has adopted Code 3-13A which requires, but is not limited to, a local preference requiring, in part, that a "City based business" shall mean a business with its principal place of business located within the boundaries of the City of Meriden. A business shall not be considered a "City based business" unless evidence satisfactory to the Purchasing Department has been submitted with each bid by said business to establish that it has a bona fide principal place of business in the City of Meriden. Such evidence may include evidence of ownership or a long term lease of the real estate from which the principal place of business is operated, or payment of property taxes on the personal property of the business.

In determining the lowest responsible bidder, the Purchasing Department shall also consider the following:  
1) Any City based business bidder which has submitted a bid not more than ten (10%) percent higher than the low bid.

Such City based business shall agree to accept the award of the bid at the amount of the low bid. The acceptance shall be submitted in writing to the Purchasing Department no later than the same time of the bid opening on the next business day following the opening of the bid.

If more than one City based business bidder have submitted bids not more than ten (10%) percent higher than the low bid and have agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be that one which has submitted the lowest bid.

This section shall not apply in those instances where the bid requested involves a cooperative purchasing arrangement between the City of Meriden and other municipalities or the State of Connecticut.

The bidder may submit any additional information he/she desires that he/she feels establishes the company as a city based business, including but not limited to; evidence of ownership, a long term lease of the real estate from which the principal place of business is operated, or payment of property taxes on the personal property of the business.

1) Name of Bidder: \_\_\_\_\_

2) Meriden's Office Address: \_\_\_\_\_

3) Type of ownership: Minority owned: \_\_\_\_\_ Yes \_\_\_\_\_ No

4) If a corporation, where incorporated: \_\_\_\_\_

5) Former name (if applicable): \_\_\_\_\_

6) The undersigned hereby authorizes and requests any persons, firms, or corporations to furnish any information requested by the City of Meriden, in verification of the recitals comprising this Request for Status as a City Based Business.

Dated at: \_\_\_\_\_ this: \_\_\_\_\_ day of \_\_\_\_\_, 2019

Name of bidder: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

**IF REQUESTING STATUS AS A MERIDEN BASED BUSINESS, SUBMIT THIS FORM WITH YOUR PROPOSAL.**

**GENERAL INSTRUCTIONS AND CONDITIONS**

B019-22

For:

CHEMICALS

For:

VARIOUS DEPARTMENTS

Sealed bids, subject to the general instructions, conditions and specifications as provided, will be received by the Purchasing Officer of the City of Meriden in Room 210, City Hall, Meriden, CT until:

May 2, 2019 , at 11:00 A.M. prevailing local time, and thereafter immediately opened and read in public.

1. PROPOSALS:

Proposals are to be submitted on the attached proposal forms. They must be submitted in a sealed envelope with a surety in the amount stipulated in the Invitation to Bid. When a Certified Check is the surety required only the following will be accepted: Certified Check, Money Order, Cashier's Check, Treasurer's Check, or Official Check. (Note- No surety required for this bid.)

The sealed envelope must have the Bidder's name and address in the upper left-hand corner and the words "BID DOCUMENT".

for: B019-22 CHEMICALS FOR VARIOUS DEPARTMENTS

To be opened on May 2, 2019 at 11:00 A.M. in the lower left hand corner.

Bids must be made out and signed in the corporate or other, name of Bidder, and must be fully and properly executed by an authorized person.

Bids received later than the time and date specified will not be considered.

Amendments to or withdrawal of bids received later than the time and date set for the bid opening will not be considered.

All spaces must be filled in with figures or words or your bid may be automatically rejected.

Bidders or their representatives may be present at the bid opening.

2. PRICE:

Prices bid must include delivery without extra compensation.

3. TAXES:

The City of Meriden is exempt from the payment of all excise taxes imposed by the Federal Government, and the Sales and Use Tax of the State of Connecticut, such taxes should not be included in the bid price.

Exemption Certificates will be furnished, upon request, to the successful bidder.

4. AWARD:

The Purchasing Officer reserves the right to make an award on the bid which, by the Officer's judgment and recommendation from the

Various Department Heads  
following bid evaluations best meet the specifications and is deemed to be in the best interest of the City of Meriden.

The Purchasing Officer, upon the recommendation from the

Various Department Heads  
further reserves the right to reject any or all bids, in whole or in part, to award any item, group of items, or total bid, and to waive informality or technical defects, if, in their judgment, the best interest of the City of Meriden will be so served.

5. DELIVERY OR LOCATION:

As specified for Various Departments.

6. GUARANTEE OR OTHER:

All bidders shall submit Product Data Sheets and Material Safety Data Sheets (MSD) WITH their bids.

All bidders shall submit a Certificate of Insurance that meets the requirements and is maintained during the contract period, as required.

7. ADDITIONAL INFORMATION:

For additional information contact:

Purchasing Department Meriden, CT 06450 at (203) 630-4115

All questions should be sent to: [purchasing@meridenct.gov](mailto:purchasing@meridenct.gov)

**Addenda will be posted to the City website no later than three (3) days prior to bid due date. It will be the Bidder's responsibility to periodically check the City website ([www.cityofmeriden.org](http://www.cityofmeriden.org)) for updates regarding this bid.**

## **SPECIAL INSTRUCTIONS TO ALL BIDDERS FOR B019-22**

All delivered prices shall be valid for one year starting **July 1, 2019 to June 30, 2020** as stated in the Minimum Specifications Page and Proposal Pages for each item. All items will be awarded to the lowest responsible bidder. All quantities are estimates only and the City reserves the right to increase or decrease quantities.

All questions regarding this bid must be in writing and submitted to: [purchasing@meridenct.gov](mailto:purchasing@meridenct.gov)

### **PALLET SIZE:**

Pallet size for all chemical deliveries must be on a single ribbed pallet. The opening of the pallet must accept the 26 1/4" - the dimensions of the fork. The City is not limiting the pallet size to 26 1/4". If any chemical is delivered on a pallet that does not meet the minimum specifications, the City of Meriden has the right to refuse the delivery and request a replacement delivery on an acceptable size pallet.

### **DELIVERY:**

Delivery for each chemical is noted on the specification pages. **No additional Fuel Surcharge or Delivery Fees shall be permitted and will not be paid.** Prices bid shall include delivery as requested for each chemical.

A 48 hour advance notice of delivery is required by calling the designated office listed on each product specification sheet. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

**The City of Meriden expects all deliveries within FIVE (5) business days after placement of order. State on last Proposal Page any chemical that cannot be delivered within this time frame.**

### **DELIVERY REQUIREMENTS:**

Delivery locations are listed on each chemical specification page.

If any chemical shipment arrives compromised (ex. plastic bag is broken, etc.), the City of Meriden has the right to accept partial delivery of only the uncompromised chemical or to refuse the entire shipment and request a replacement shipment. The replacement shipment must arrive within 3 business days. The City of Meriden will only pay for chemicals they accept shipment for.

If the Contractor is unable to deliver the chemical as awarded, the City reserves the right to immediately obtain the chemical from another source.

If the City experiences difficulty using your chemical, the City reserves the right to purchase the item elsewhere.

**All bidders shall submit Product Data Sheets and Material Safety Data sheets (MSD) WITH their bids.**

**CONTINUED ON NEXT PAGE**



**ITEM #1 for WCPF AND WATER  
SODIUM HYPOCHLORITE 15% (IN BULK)**

Sodium Hypochlorite shall be in accordance with the Standard for Hypochlorites, AWWA B300-87, or the latest revision, except as modified or supplemented herein. Price bid shall be the delivered price to each respective department listed below. **CHEMICAL must be NSF approved. Attach Certification Paperwork.**

Typical properties shall be as follows:

Sodium Hypochlorite, Expressed in grams/liter	
Available chlorine	- 15.0% minimum
Available chlorine weight	- 12.7% minimum
Excess alkalinity, % by weight as N OH	- 0.9 – 1.8
Color	- greenish – yellow
Clarity	- crystal clear
Copper	- less than 1 PPM
Nickel	- less than 1 PPM
Cobalt	- less than 1 PPM
Manganese	- less than 1 PPM
Iron	- less than 1 PPM
Aluminum	- less than 1 PPM
Calcium	- less than 30 PPM
Magnesium	- less than 30 PPM
Sodium Chloride, % by weight (maximum)	- 10.50
Sodium Chloride, % by weight	- 1.2 maximum

The concentration of Sodium Hypochlorite shall be between 12.7 to 15.00 percent in the tank after delivery. The supplier shall account for the loss of concentration due to agitation in route and during loading and unloading. The City reserves the right to conduct quality testing during the contract period. If the test results shows the product is below these standards, the product shall be removed and replaced by the supplier at no additional cost the City of Meriden.

**SODIUM HYPOCHLORITE must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

INVOICING:

The City of Meriden requires Purchase Order numbers on all correspondence. Failure to supply this information may result in delay of payment. All invoices must be mailed to the appropriate department.

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**DEPARTMENT OF PUBLIC UTILITIES**

**ITEM 1) WATER POLLUTION CONTROL FACILITY AND WATER – IN BULK**

Deliveries shall be made to the Water Pollution Control Facility at 226 Evansville Avenue, South Meriden, CT 06451 or to Broad Brook Water Treatment Facility at 1285 South Meriden Road, Cheshire, CT 06410 IN BULK loads of 2,000 - 3,000 gallons per delivery to either location. Note: There may be instances when WPCF and WATER request deliveries on the same day.

**SODIUM HYPOCHLORITE must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

**CHEMICAL must be NSF approved. Attach Certification Paperwork.**

**Combined anticipate annual demand for both location is 75,000 gallons in BULK, as follows:**

*Anticipated annual BULK usage is 30,000 gallons in 2,000 – 3,000 gallon deliveries.*

*Anticipated annual BULK usage is 35,000 gallons in 2,000 – 3,000 gallon deliveries.*

A 48 hour advance notice of delivery is required by either calling the Water Pollution Control Facility at (203) 630-4261 or calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

Bidder shall submit Product Data Sheets and Material Safety Data WITH their bids.

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SPECIFICATIONS B019-22

**ITEM #2**

**CALCIUM HYPOCHLORITE (HTH) for WPCF and WATER DIVISION  
(In 25-pound corrosive resistant containers)**

Calcium Hypochlorite (HTH) shall be in accordance with the standard for Hypochlorites, AWWA B300-64, or the latest revision thereof, except as modified or supplemented herein. HTH shall contain not less than 65% available chlorine by weight when shipped. Calcium Hypochlorite shall conform to all current Environmental Protection Agency Rules and Regulations.

The price bid shall be the delivered price to the Water Pollution Control Facility at 226 Evansville Avenue, South Meriden CT 06451 or to the Broad Brook Water Treatment Facility, 1285 South Meriden Rd, Cheshire, CT 06410.

Deliveries to both locations shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

**Chemical must be NSF approved. Attach Certification Paperwork.**

QUANTITY SPECIFICATIONS:

Deliveries shall be ordered in 10 – 25-pound corrosive-resistant containers, in lots of 250 pounds.

Available Chlorine: 65% min.

Appearance: White free flowing granular material free of foreign matter.

Product shall meet or exceed AWWA Standards for Calcium Hypochlorite.

**CALCIUM HYPOCHLORITE must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

*Anticipated annual demand is 250 pounds for WPCF*

*Anticipated annual demand is 250 pounds for WATER*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Pollution Control Facility at (203) 630-4261 or the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

**ITEM #3 LIQUID CAUSTIC SODA 25% in BULK for Water**

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**LIQUID CAUSTIC SODA 25% for Water Division IN BULK:**

Liquid Caustic Soda 25% shall be in accordance with the AWWA Standard B501, or the latest revision thereof, except as modified or supplemented herein.

Bidder shall attach to this bid an affidavit that the Caustic Soda furnished complies with all applicable requirements of AWWA B501, or latest revision.

The price bid shall be the delivered price to any of the four plants listed below.

Bidders shall also state the percentage of Sodium Hydroxide in the Caustic Soda solution.

**CHEMICAL must be NSF approved. Attach Certification Paperwork.**

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**ITEM 3A) BULK LOADS of LIQUID CAUSTIC SODA 25%:**

Deliveries shall be as ordered in bulk loads from 1,500 to 3,500 gallons of Caustic Soda to be received by one of four plants or divided between plants.

Liquid Caustic Soda shall be shipped in bulk tank trucks equipped with sufficient length of hose (20 feet-minimum) to reach storage tanks, and proper hose connections to fit plant supply connections.

Maximum storage capacity of each plant is as follows:

Broad Brook Plant	- 6,000 gallons	1285 South Meriden Road, Cheshire CT 06410
Merimere Filtration Plant	- 3,000 gallons	78 Reservoir Avenue, Meriden CT
Elmere Filtration Plant	- 3,000 gallons	2700 Chamberlain Hwy, Berlin CT 06037
Bradley & Hubbard Filtration Plant	- 2,000 gallons	800 Westfield Road, Meriden CT

*Anticipated annual demand is 25,000 gallons in BULK*

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**ITEM #3B LIQUID CAUSTIC SODA 50% in 55-GALLON DRUMS**

**ITEM 4B) 55-GALLON DRUMS:**

Deliveries shall be in lots of 2 (55-gallon drums) to be received at Broad Brook Water Treatment Facility at 1285 South Meriden Road, Cheshire, CT 06410.

*Anticipated annual demand is 4 55-gallon drums*

**DELIVERY INSTRUCTIONS:**

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22

**ITEM #4**

**LIQUID ALUMINUM SULFATE for Water Division IN BULK**

Liquid Aluminum Sulfate shall be in accordance with the AWWA Standard B403 for Aluminum Sulfate Liquid, or the latest revision thereof, except as modified or supplemented herein.

Percentage of  $AL_2O_3$  in the liquid solution shall be specified. **Aluminum Sulfate must be for potable water.**

The price bid shall be the delivered price to plant listed below.

**CHEMICAL must be NSF approved. Attach Certification Paperwork.**

QUANTITY SPECIFICATIONS:

Shipment shall be as ordered **IN BULK LOADS** from 1,000 gallons.

Liquid Aluminum Sulfate shall be shipped in bulk tank trucks equipped with sufficient length of hose (20 feet-minimum) to reach storage tanks, and proper hose connections to fit plant supply connections.

Maximum storage capacity of this plant is as follows:

Bradley & Hubbard Filtration Plant at 800 Westfield Road, Meriden CT - **1,000 gallons**

*Anticipated annual demand is 4,500 gallons in BULK*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22  
**ITEM #5**  
**COPPER SULFATE for Water Division**  
**(In 50-Pound Bags)**

Copper Sulfate shall be in accordance with the AWWA Standard B602 for Copper Sulfate, or the latest revision thereof, except as modified or supplemented herein.

The size of Copper Sulfate shall be small crystals (approximately ½” diameter) of AWWA B602, wherein no more than 2% of the material shall be retained on a ½” coarse series screen, not less than 90% shall be retained on a No. 3 ½ sieve and no more than 2% shall pass a No. 100 sieve. Sieve sizes specified above refer to the National Bureau of Standard Sieve Series.

The price bid shall be the delivered price to the Broad Brook Water Treatment Facility at 1285 South Meriden Road, Cheshire, CT 06410.

**CHEMICAL must be NSF approved. Attach Certification Paperwork.**

QUANTITY SPECIFICATIONS:

Delivery shall be as ordered in 5,000 pound shipments, packed in 50 pound bags, plastic wrapped and properly palletized to a capacity of approximately one (1) ton per pallet.

*Anticipated annual demand is 20,000 pounds in 50 pound bags*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22  
**ITEM #6**  
**POTASSIUM PERMANGANATE for WATER DIVISION**  
**(In 55-Pound Plastic Drums with Handles)**

The Potassium Permanganate shall be in accordance with the AWWA Standard B603, or the latest revision thereof, except as modified or supplemented herein.

Potassium Permanganate shall be shipped in 55-pound net plastic drum with handles, non-returnable. It shall be the **free-flowing powdered grade**.

The Potassium Permanganate shall consist of 97% minimum  $KMnO_4$ , as determined by assay and shall have a bulk density of approximately 110lb/ft<sup>3</sup>.

Price bid shall be the delivered price to the Broad Brook Water Treatment Facility at 1285 South Meriden Road, Cheshire, CT 06410.

**POTASSIUM PERMANGANATE must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

**Chemical must be NSF approved. Attach Certification Paperwork.**

QUANTITY SPECIFICATIONS:

Drums shall be shipped as ordered in lots of 36 – 55 pound plastic drums with handles, delivered to Elmere Water Treatment Plant, 2700 Chamberlain Highway in Berlin CT or other site as designated.

*Anticipated annual demand is 5,000 pounds in 55 pound plastic drums with handles*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22  
**ITEM #7**  
**LIQUID SODIUM PERMANGANATE for WATER DIVISION**  
**(In 275-gallon Totes)**

The Liquid Sodium Permanganate shall be in accordance with the AWWA Standard B603-03, or the latest revision thereof, except as modified or supplemented herein.

Liquid Sodium Permanganate shall be shipped in 275-gallon totes.

Assay: 19.5 – 21.5% as NaMnO<sub>4</sub>  
pH: 5.0 – 8.0  
Solubility in Water: Miscible with water in all proportions  
Formula: NaMnO<sub>4</sub>  
Specific Gravity: 1.15 – 1.17  
Freezing Point: 21 degree F, (-6 degree C)

Price bid shall be the delivered price to the Broad Brook Water Treatment, 1285 South Meriden Road, Cheshire CT 06410.

**LIQUID SODIUM PERMANGANATE must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

**Chemical must be certified by the National Sanitation Foundation (NSF) to ANSI/NSF Standard 60: Drinking Water Treatment Chemicals – Health Effects. Attach Certification Paperwork.**

QUANTITY SPECIFICATIONS:

Totes shall be shipped as ordered in lots of 2 – 275 gallon totes, delivered to the Broad Brook Water Treatment Plant at 1285 South Meriden Road, Cheshire CT 06410.

*Anticipated annual demand is 3,300 gallons in 275 gallon totes*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22  
**ITEM #8**  
**SODIUM FLUORIDE for Water Division**  
**(In 50-Pound [or 25 kilogram] Bags)**

Sodium Fluoride shall be in accordance with the AWWA Standard B701, or the latest revision thereof, except as modified or supplemented herein.

Bidder shall attach to this Bid an affidavit that the Sodium Fluoride furnished complies with all applicable requirements of AWWA B701. The Sodium Fluoride supplies under this standard shall be the fine crystalline grade.

The price bid shall be the delivered price to the Broad Brook Water Treatment Facility at 1285 South Meriden Road, Cheshire, CT 06410.

**Chemical must be NSF approved. Attach Certification Paperwork.**

QUANTITY SPECIFICATIONS:

Shipment shall be in lots of 6,000 pounds, in 50 pound (or 25 kilogram) bags, plastic wrapped and properly palletized to a capacity of approximately one (1) ton per pallet.

Bags shall be of sufficient strength to arrive at the destination unbroken. The bag shall also have some type of plastic liner to prevent moisture from lumping the chemical.

*Anticipated annual demand is 30,000 pounds in 50 pound bags (or 25 kg bags)*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.



SPECIFICATIONS B019-22  
**ITEM #9**  
**GRANULAR PHOSPHATE BLEND for Water Division**  
**(In 5-Gallon Polyethylene Pails)**

Phosphate blend must contain a 50% blend of Ortho and a 50% blend of Poly Phosphate. Percentage shall be listed on the proposal form. Phosphate blend must be a Granular white powder packaged in 5 gallon polyethylene pails.

Bidders shall attach to the bid an affidavit that the Phosphate furnish complies with the requirements of the State of Connecticut, Department of Health. Phosphate must be in accordance with AWWA specifications.

Price bid shall be the delivered price to the Broad Brook Water Treatment Facility at 1285 South Meriden Road, Cheshire, CT 06410.

Shipments shall be ordered in lots of 6,000 pounds (in 5-gallon polyethylene pails) and properly palletized.

**Chemical must be NSF approved. Attach Certification Paperwork.**

Other properties required:

Odor:	None
Density:	77 lb/cu.ft. – loose 81 lb/cu.ft. – packed
pH (1% Solution):	5.8
Solubility (lb/gal):	5.5
Weight (per 5 gallon pail)	No more than 50 lbs.

*Anticipated annual demand is 45,000 pounds in 5-gallon polyethylene pails*

**DELIVERY INSTRUCTIONS:**

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22

**ITEM #10**

**ACTIVATED CARBON – For WPCF  
(In 1,000-POUND DISPENSABLE SACKS)**

Activated carbon shall be virgin (example - not reactivated) and shall not be impregnated or catalytically modified. Activated carbon shall be delivered in **1,000 lb dispensable super sacks or in 40 lb bags, both of which shall be plastic wrapped and properly palletized** for handling and dispensing to the Meriden Water Pollution Control Facility, 226 Evansville Avenue, South Meriden CT 06451.

Activated Carbon shall be:

H2S Capacity (ASTM D6646) g/cc	0.2 (minimum)
Hardness Number:	70 (minimum)
Density:	min. 25 lbs per cubic foot
Moisture as Packed by Weight:	8% (maximum)
Screen Size by Weight U.S. Sieve Series Through 4 x 8 Mesh:	4 mesh - 10% (maximum) 8 mesh - 5% (maximum)

**ACTIVATED CARBON - Must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

Should quality tests performed during the contract period result in a products below these standards, the product shall be removed and replaced by the Supplier at no additional cost to the City of Meriden. If your product continues to fall below our standards, the City reserves the right to obtain the chemical from another source.

*Anticipated Annual Demand is 16,000 pounds.  
Ordered in delivery of 16,000 lbs in 1,000 lb dispensable super sacks or in 40 lb bags,  
State on Proposal form your chemical weight per cubic foot.  
There are no restrictions on pallet size*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Pollution Control Facility at (203) 630-4261. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M. to WPCF, 226 Evansville Avenue, South Meriden CT 06451.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets (MSDS) WITH their bids.

SPECIFICATIONS B019-22

**ITEM #11**

**POWDERED ACTIVATED CARBON for Water Division  
(In 800-Pound Super Sacks)**

Powdered Activated Carbon shall be in accordance with the AWWA Standard B600, for Powdered Activated Carbon, or the latest revision thereof, except as modified or supplemented herein.

Bid price shall be the delivered price to the Broad Brook Filtration Plant, 1285 S. Meriden Road (Rte. 70), Cheshire CT 06410.

**Chemical must be NSF approved. Attach Certification Paperwork.**

QUANTITY SPECIFICATIONS:

Delivery shall be as ordered in lots of 3 – 800 Pound Super Sacks, plastic wrapped and properly palletized.

*Anticipated Annual Demand is 8,000 pounds in 800 pound Super Sacks*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256 or the Broad Brook Filtration Plant at (203) 630-4262. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22  
**ITEM #12**  
**LIQUID FERRIC CHLORIDE IN BULK For WPCF**

Ferric Chloride shall meet or exceed all AWWA Standards for Ferric Chloride.

Price shall be the delivered price to the Water Pollution Control Facility, 226 Evansville Avenue, South Meriden CT 06451.

The concentration for Ferric Chloride shall be:

FeCl<sub>3</sub> = 37 - 42%

Fe (III) = 12.7 – 14.5%

Fe (II) = <0.5%

FREEHCL = <1.0%

In the tank after delivery

Deliveries shall be ordered in Bulk loads of 3,000 - 4,000 gallons.

Ferric Chloride shall be shipped in bulk tank trucks equipped with sufficient length of hose to reach storage tank and proper hose connections to fit Plant supply connections.

Should quality tests performed during the contract period result in a product below these Standards, the product shall be removed and replaced the Supplier at no additional cost to the City of Meriden. If your product continues to fall below our standards, the City reserves the right to obtain the chemical from another source.

**LIQUID FERRIC CHLORIDE must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

*Anticipated Annual Demand is 20,000 gallons in BULK*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Pollution Control Facility at (203) 630-4261. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M. to WPCF, 226 Evansville Avenue, South Meriden CT 06451.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets (MSDS) WITH their bids.

SPECIFICATIONS B019-22

**ITEM #13**

**POLYALUMINUM CHLORIDE LIQUID (PACL) IN BULK for Water Division**

Polyaluminum Chloride liquid shall be in accordance with AWWA standard ANSI/AWWA B408-03, or the latest revision thereof, except as modified or supplemented herein.

Price bid shall be the delivered price to the designated plants listed below.

**Chemical must be NSF approved. Attach Certification Paperwork.**

Supplier is to provide product analysis.

Companies choosing to bid may be required to pre-qualify their product by running cold water and warm water full scale evaluations at the treatment plant. The Water Division reserves the right to disqualify bidders if test results fail to meet the testing criteria for the plant.

The PACL shall have the following specifications:

A1203	10.5 +/- 0.3%
Basicity	65 -75%
Specific Gravity	1.22 – 1.27
Sulfate	1.6% +/- 0.3%

Supplier shall be required to make a plant visit at least three times per year and provide annual jar testing for optimization at no cost to the City.

**Price bid shall be delivered in Bulk loads of 1,500 - 3,000 gallons to be received by one of two plants or divided between plants.** It shall be shipped in bulk tanks equipped with sufficient length of hose (20 feet minimum) to reach storage tank. Also, proper hose connections are required to fit plant supply connections.

Maximum storage capacity of each plant is as follows:

Merimere Treatment Plant	- 3,000 gallons
Elmere Treatment Plant	- 3,000 gallons

***Anticipated Annual Demand is 42,000 gallons in BULK***

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Division office at (203) 630-4256. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

SPECIFICATIONS B019-22

**ITEM #14**

**SODIUM BISULFITE SOLUTION for WPCF (IN BULK)**

Water Pollution Control Facility deliveries shall be IN BULK loads of 2,000 – 3,000 gallons per delivery to 226 Evansville Avenue, South Meriden, CT 06451.

BULK shall have a typical solution strength of:

Sodium Bisulfite (w/w%) NaHSO <sub>3</sub>	37.0 - 41.0
PH of Solution (5.0.)	3.5 - 4.5
Sulfur Dioxide (w/w%) SO <sub>2</sub>	22.0 - 25.0

The concentrations for Sodium Bisulfite shall be between 37.0 - 41.0% in the tank after delivery.

Sodium Bisulfite shall be shipped in bulk tank trucks equipped with sufficient length of hose to reach storage tanks and proper hose connections to fit Plant supply connections.

Product shall meet or exceed all AWWA Standards for Sodium Bisulfite Solution. If it is deemed that your chemical does not conform to our specifications during a quality check by the City of Meriden, the chemical shall be removed and replaced by the Contractor at no additional cost to the City of Meriden.

**SODIUM BISULFITE SOLUTION must be manufactured in the United States of America and the supplier shall certify this compliance with the specification for each shipment. No Exceptions.**

*Anticipated Annual BULK usage is 12,000 gallons in 2,000 – 3,000 gallon deliveries.*

DELIVERY INSTRUCTIONS:

A 48 hour advance notice of delivery is required by calling the Water Pollution Control Facility at (203) 630-4261. Deliveries shall be on a weekday (Monday through Friday, excluding holidays), and between the hours of 7:00 A.M. and 1:00 P.M.

Price bid shall be delivered price to the Water Pollution Control Facility, 226 Evansville Avenue, South Meriden, CT 06451.

All bidders shall submit Product Data Sheets and Material Safety Data Sheets WITH their bids.

**PROPOSAL**

**B019-22**

For: **CHEMICALS**

For: **VARIOUS DEPARTMENTS**

Date of Opening: **MAY 2, 2019**  
**11:00 AM**, Prevailing Local Time

o: Wilma C. Petro, CPPB, C.P.M.  
Purchasing Officer  
142 East Main Street, Room 210  
Meriden, CT 06450-8022

The undersigned, \_\_\_\_\_, doing business in the City/Town  
(Company Name)

of \_\_\_\_\_, in the State of \_\_\_\_\_, submits herewith, in conformity with  
the general instructions, conditions and specifications the following:

=====

**ITEM 1) SODIUM HYPOCHLORITE IN BULK for VARIOUS DEPARTMENTS:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

Product Data Sheets and MSD attached? Yes \_\_\_\_\_ No \_\_\_\_\_

- 1) Delivered PRICE PER GALLON (in **BULK for WPCF AND WATER**) deliveries for **12-MONTH PERIOD (7/1/19 - 6/30/20)**, Combined Anticipated Annual Demand – **75,000 gallons:**

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

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**CONTINUED ON NEXT PAGE**

**ITEM 2) CALCIUM HYPOCHLORITE (HTH) – (For WPCF and Water) IN 25-POUND CORROSIVE RESISTANT CONTAINERS - ANTICIPATED COMBINED ANNUAL DEMAND: 500 POUNDS:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

Product Data Sheets and MSD attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER POUND (for **25 pound containers**) for **12-MONTH PERIOD (7/1/19 - 6/30/20):**

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 3A) LIQUID CAUSTIC SODA 25% – (FOR WATER) IN BULK – ANTICIPATED ANNUAL DEMAND: 25,000 gallons (split between four plants):**

Percentage of Sodium Hydroxide in solution \_\_\_\_\_%

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSD attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER GALLON (in **BULK**) for a **12-MONTH PERIOD (7/1/19 - 6/30/20):**

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 3B) LIQUID CAUSTIC SODA 50% – (FOR WATER) IN 55-GALLON DRUMS – ANTICIPATED ANNUAL DEMAND: 4 Drums:**

Percentage of Sodium Hydroxide in solution \_\_\_\_\_%

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSD attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER GALLON (in **55-GALLON DRUMS**) for a **12-MONTH PERIOD (7/1/19 - 6/30/20):**

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents



**ITEM 4) LIQUID ALUMINUM SULFATE – (FOR WATER) IN BULK – ANTICIPATED ANNUAL DEMAND: 4,500 gallons:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER GALLON (in BULK) for a 12-MONTH PERIOD (7/1/19- 6/30/20):

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 5) COPPER SULFATE – (FOR WATER) IN 50-POUND BAGS – ANTICIPATED ANNUAL DEMAND: 20,000 pounds:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER POUND (in 50-POUND BAGS) for a 12-MONTH PERIOD (7/1/19 - 6/30/20):

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 6) POTASSIUM PERMANGANATE – (For the Water) – IN 55-POUND PLASTIC DRUMS WITH HANDLES - ANTICIPATED ANNUAL DEMAND – 5,000 pounds:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER POUND (in 50-POUND PLASTIC DRUMS W/Handles) for a 12-MTH PERIOD (7/1/19 - 6/30/20):

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

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**ITEM 7) LIQUID SODIUM PERMANGANATE (FOR WATER) IN 275-GALLON TOTES – ANTICIPATED ANNUAL DEMAND: 3,300 gallons:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER GALLON (in 275-GALLON TOTES) for a PERIOD FROM 7/1/19 - 6/30/20:

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 8) SODIUM FLUORIDE (FOR WATER) IN 50-POUND (or 25 kilogram) BAGS – ANTICIPATED ANNUAL DEMAND: 30,000 pounds:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER POUND (in 50-POUND BAGS) for a 12-MONTH PERIOD (7/1/19 - 6/30/20):

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

State Container Size: \_\_\_\_\_

**ITEM 9) GRANULAR PHOSPHATE BLEND (FOR WATER) IN 5 Gallon POLYETHYLENE PAILS – ANTICIPATED ANNUAL DEMAND: 45,000 pounds:**

PERCENTAGE OF ORTHO: \_\_\_\_\_% PERCENTAGE OF POLY PHOSPHATE: \_\_\_\_\_%

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER POUND (in 5-Gallon Pails) for a 12-MONTH PERIOD (7/1/19 - 6/30/20):

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 10) ACTIVATED CARBON (IN 1,000 POUND Dispensable SUPER SACKS or in 40 lb Bags)  
(FOR WPCF) - ANTICIPATED ANNUAL DEMAND – 16,000 pounds:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

**CHEMICAL WEIGHT PER CUBIC FOOT:** \_\_\_\_\_

Delivered PRICE PER POUND ( in 1,000 LB Dispensable Super Sacks or in 40 lb Bags) for a 12-MONTH PERIOD (7/1/19 - 6/30/20):

\_\_\_\_\_ What Size Container?: \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 11) POWDERED ACTIVATED CARBON (IN 800 POUND Dispensable SUPER SACKS)  
(FOR Water) - ANTICIPATED ANNUAL DEMAND – 8,000 pounds:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER POUND ( in 800 LB Dispensable Super Sacks) for A PERIOD FROM 7/1/19 - 6/30/20:

\_\_\_\_\_ \$ \_\_\_\_\_  
Written Figures Dollars & Cents

**ITEM 12) LIQUID FERRIC CHLORIDE (IN BULK) - (FOR WPCF)-ANTICIPATED ANNUAL DEMAND  
is 20,000 gallons:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER GALLON (in BULK) for a 12-MONTH PERIOD (7/1/19 - 6/30/20):

\_\_\_\_\_ Dollars & Cents

**ITEM 13) POLYALUMINUM CHLORIDE LIQUID (PACL) (IN BULK) - FOR WATER, ANTICIPATED ANNUAL DEMAND is 42,000 gallons:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

If not manufactured in USA, then where?: \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER GALLON (in BULK) for a 12-MONTH PERIOD (7/1/19 - 6/30/20):

_____	_____
Written Figures	Dollars & Cents

**ITEM 14) SODIUM BISULFITE SOLUTION (IN BULK) - FOR WPCF, ANTICIPATED ANNUAL DEMAND is 12,000 gallons:**

Manufacturer: \_\_\_\_\_ Manufactured in the USA?: Yes \_\_\_\_\_ No \_\_\_\_\_

Product Data Sheets and MSDS attached? Yes \_\_\_\_\_ No \_\_\_\_\_

Delivered PRICE PER GALLON (in BULK) for a 12-MONTH PERIOD (7/1/19 - 6/30/20):

_____	_____
Written Figures	Dollars & Cents

LIST ANY CHEMICALS THAT CANNOT BE DELIVERED WITHIN FIVE (5) BUSINESS DAYS AFTER PLACEMENT OF ORDER AND STATE ESTIMATED DELIVERY TIME:

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WILL YOUR COMPANY ACCEPT A P-CARD AS PAYMENT? Yes \_\_\_\_\_ No \_\_\_\_\_

PAYMENT TERM DISCOUNT: \_\_\_\_\_ % net \_\_\_\_\_

DOES THIS DISCOUNT APPLY WHEN PAYING WITH A P-CARD? Yes \_\_\_\_\_ No \_\_\_\_\_

**CONTINUED ON NEXT PAGE**

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Receipt of Addenda is Acknowledged:

No.: \_\_\_\_\_ Dated: \_\_\_\_\_

No.: \_\_\_\_\_ Dated: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

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

\_\_\_\_\_ Zip Code \_\_\_\_\_

By: \_\_\_\_\_

(Please print or type)

Title

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
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Please Note: All spaces must be filled in with figures or words or your bid may be automatically rejected. Attach the Non-Collusive Bid Statement, Product Data Sheets, MSDS, Request for Status as a Meriden Based Business (if applicable) and this Proposal.

## INSTRUCTIONS TO BIDDERS AND STANDARD TERMS AND CONDITIONS B019-22

### 1. Receipt and Opening of Bids:

a. The City of Meriden, Connecticut, (herein called the "City"), invites bids on the forms attached hereto, all blanks of which shall be appropriately filled in. Separate sealed proposals will be received by the Purchasing Officer, or authorized Representative, in Room 210, City Hall, Meriden, Connecticut, 06450-8022 until the time and date stated in the Invitation to Bid. Bids shall then be publicly opened and read aloud.

b. All Proposals shall be submitted in sealed opaque (non-see through) envelopes clearly labeled with the Bidder's name, address, and the name of the Project for which the bid is submitted. The words "BID DOCUMENT" must appear on the envelope and the time and the date to be opened. If mailed, the sealed envelope containing the proposal, marked as described above, shall be enclosed in another envelope properly addressed for mailing. No responsibility will be attached to any City Representative or employee for the premature opening of a Bid not properly addressed and identified.

### 2. Preparation of the Bid:

Each bid shall be submitted on the proposal form included. Proposals shall be signed by the Proposer and all blank spaces for bid prices, manufacturer, model number, delivery, etc., shall be filled in ink or typewritten, both in words and figures. No change shall be made in the phraseology of the proposal or in the items and requirements of the specifications, all addendum (addenda) thereof.

### ~~3. Bid Surety: THERE IS NO SURETY REQUIRED FOR THIS BID~~

~~a. Each bid shall be accompanied by the surety, in the form and sum stipulated in the Invitation to Bid. When a CERTIFIED CHECK is the surety, only a Certified Check, Money Order, Cashier's Check, Treasurer's Check, or Official Check will be accepted. The bid will automatically be rejected for anyone submitting a surety other than those specified. Failure to provide surety shall result in the rejection of your Bid.~~

~~b. Surety will be returned to all, except the successful bidder(s). Promptly after the successful bidder(s) delivers the item(s), their surety will be returned.~~

~~c. Should the City not issue a Notice of Award within the number of calendar days stipulated in the Invitation to Bid, after the date of the actual opening of bids, the City, upon the request of the bidder(s) shall return surety.~~

~~4. The successful bidder may substitute a new Certified Check, a Performance Bond or Supply Bond in an amount equal to Five Percent (5%) or more if stipulated in the Bidding Documents of the total dollar amount to the actual bid awarded. This may be especially beneficial if your original surety covered more items or services than you are awarded.~~

### 5. Liquidated Damages:

The successful bidder, upon his/her failure or refusal to deliver the item(s) or perform the service(s) within the time requested, or offered, shall forfeit to the City, as liquidated damages for such failure or refusal, an amount equal to the surety deposited with his/her bid. Such forfeiture shall not be considered a penalty, but liquidated damages to compensate the City for the loss or deprivation of such necessary item(s) or service(s).

6. Qualifications of Bidder:

Bidders shall be regular dealers in the item(s) or service(s) specified. The City may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, provide the item(s) or service(s). The bidder shall furnish to the City all such information and data for the purpose as the City may request. The City reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the City that such bidder is properly qualified to carry out the obligation of the bid and to complete the work contemplated therein. Conditional bids may not be accepted.

Bidders claiming status under Local Preference are hereby required to submit with their bid an additional form, and attach it to the proposal pages, titled "Request for Status as a Meriden Based Business."

7. Addenda and Interpretations:

No interpretation of the meaning of the plans, specifications or other Contract Documents will be made to any bidder orally. Every request for such interpretation should be in writing, addressed to the Purchasing Officer, via email to: [purchasing@meridenct.gov](mailto:purchasing@meridenct.gov) or faxed to 203-630-3852.

**Addenda will be posted to the City website no later than three (3) days prior to bid due date. It will be the Bidder's responsibility to periodically check the City website ([www.cityofmeriden.gov](http://www.cityofmeriden.gov)) for updates regarding this bid.**

No request shall be honored if less than seven (7) calendar days prior to the date fixed for the opening of bids. Any and all such interpretations, and any supplementary instructions, will be in the form of a written Addenda to the specifications which, if issued, will be e-mailed, or faxed or sent via USPS Certified Mail to all prospective bidders at their respective e-mail addresses, faxes or mailing addresses furnished for such purpose, not later than three (3) days prior to the date fixed for the opening of proposals. Failure of any bidder to receive any such Addenda or interpretation shall not relieve any bidder from any obligations under this bid as submitted.

8. Subcontractors:

The bidder is specifically advised that any person, firm, or other party to whom it is proposed to award a subcontractor award cannot be given by the City unless and until the successful bidder submits all information and evidence to the City regarding the proposed subcontractor requested by the City. Although the bidder is not required to attach such information and evidence to the bid, the bidder is hereby advised of this requirement so that appropriate action can be taken to prevent subsequent delay in subcontract awards.

9. Withdrawal of Bids:

Bids may be withdrawn personally or on written request dispatched by the bidder in time for delivery in the normal course of business prior to the time fixed for opening, provided that written confirmation of a facsimile request, is placed in the mail and postmarked prior to the time set for the bid opening. Negligence on the part of the bidder in preparing the bid confers no right of withdrawal or modification of the bid after such bid has been opened.

10. Method of Award – Lowest Qualified Bidder:

- a. The Purchasing Officer reserves the right to make an award on the Bid which, by the Officer's judgment and recommendation from the User Department following Bid evaluations, best meets the Specifications and is deemed to be in the best interest of the City of Meriden.

b. City of Meriden – Local Preference:

Bidders are specifically advised that the City of Meriden has adopted Code 3-13A, which requires, but is not limited to, a local preference requiring, in part, that a “City Based Business” shall mean a business with its principal place of business located within the boundaries of the City of Meriden. A business shall not be considered a “City Based Business” unless evidence satisfactory to the Purchasing Department has been submitted with each bid (forms are included in the bidding documents) by said business to establish that it has a bona fide principal place of business in the City of Meriden. Such evidence may include evidence of ownership or a long-term lease of real estate from which the principal place of business is operated, or payment of property taxes on the personal property of the business.

In determining the lowest responsible bidder, the Purchasing Department shall also consider the following:

- 1) Any City Based Business bidder who has submitted a bid not more than ten (10) percent higher than the low bid.

Such City Based Business shall agree to accept the award of the bid at the amount of the low bid. The acceptance shall be submitted in writing to the Purchasing Department no later than the same time of the bid opening on the next business day following the opening of the bid.

If more than one City Based Business bidder have submitted bids not more than ten (10) percent higher than the low bid and have agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be the one which has submitted the lowest bid.

This section shall not apply in those instances where the bid requested involves a cooperative purchasing arrangement between the City of Meriden and other municipalities or the State of Connecticut.

2) The Lowest Responsible Bidder:

a. A Contract will not be awarded to any corporation, firm or individual who is in arrears to the City of Meriden, Connecticut by debt, contract, firm or who is in default as security or otherwise by any obligation to the City of Meriden, Connecticut.

b. In the event that there is a discrepancy between price written in words and the price in figures, the price written in words shall govern.

c. The City reserves the right to increase or decrease the quantity of each item bid upon at the same bid price stated in the proposal form.

d. The delivery date may be a factor considered in awarding a bid and may result in an award to a vendor other than the lowest bidder.

e. The City reserves the right to correct any award erroneously made as a result of a clerical error.

f. The right is reserved to reject any or all bids, in whole or in part, to award any items, group of items, or total Bid, and to waive informality or technical defects, if it is deemed in the best interest of the City of Meriden.

11. Corrections:

Erasures of other changes in the bid must be explained or noted over the signature of the bidder.



12. Obligation of Bidder:

- a. At the time of the opening of bids, each bidder will be presumed to have read and to be thoroughly familiar with the Specifications and other Bid Documents (including any addendum or addenda). The failure or omission of any bidder to receive or examine any form, instrument or document which has been sent to the address given by such bidder, or the failure of the bidder to familiarize themselves with the conditions relative to the specifications, shall in no way relieve any obligation in respect to the bid.
- b. The bidder is responsible for submitting a bid that will conform to all existing Federal, State of Connecticut, and City of Meriden Statutes, Ordinances, and Regulations. Attention is called specifically to the State requirement relative to the licensing of corporations and Registrations of partnerships and fictitious names.
- c. Where it is the intent of the specifications to describe a vehicle or a piece of equipment, the vehicle or equipment shall meet all State and Federal health, safety and environmental standards, as applicable. All parts and attachments not specifically described, but necessary to complete the equipment, shall be furnished conforming to the highest standards of quality workmanship provided by accepted engineering practices as indicated in the specifications, and shall comply with any applicable requirements of the Occupational Safety and Health Act (OSHA).

13. “Or Equal”

Whenever a material, article or piece of equipment is identified in the Bidding Documents by reference to manufacturers’ or vendors’ names, trade names, catalog numbers, etc., it is intended merely to establish a standard; and, any material, article, or equipment of other manufacturers and vendors which will perform adequately the duties imposed by the general design, will be considered equally acceptable provided the material, article, or equipment so proposed, is, in the opinion of the Purchasing Officer, and recommendation from the user agency or department, to be of equal substance and function.

14. Patents:

The Bidder shall hold and save the City and its’ officers, agents, servants, and employees harmless from liability of any nature or kind, including the cost and expenses for, or on account of, any patented or unpatented invention, process, article or appliance manufactured or used in the performance of the Bid, including its use by the City unless otherwise specifically stipulated in the Bidding Documents.

15. Payment:

- a. The City, unless stated otherwise in the Bidding Documents, will make payment to the vendor not less than thirty (30) days following delivery of the item(s) or service(s).
- b. Cash discounts offered shall be for at least a period of thirty (30) days, from date of delivery to be considered, otherwise, bids should be net.
- c. The City of Meriden is exempt from the payment of the excise taxes imposed by the Federal Government, and the Sales and Use Tax of the State of Connecticut, under Connecticut General Statute 12-412, such taxes shall not be included in the bid price.

16. Delivery Date:

All of the item(s) or service(s) shall be delivered to the location as indicated in the general instructions, in the number of calendar days from the date of the City’s Notice of Award as specified by the bidder on the Proposal Forms. (Reference Article Five).

17. A Contract shall not be awarded to any corporation, firm, or individual who is in arrears to the City by debt or Contract, or who is in default as surety or otherwise by any obligation to the City.

18. Termination:

The City may terminate the contract for cause.

19. Default Beyond Control:

The Bidder shall not be liable for damages or for default due to causes beyond his/her control and without his/her fault or negligence, provided the Bidder exercises due diligence in promptly notifying the City of conditions which will result in delay, and provided further, if the Bidder's delay is caused by the default of a subcontractor or supplier, such default arises out of causes beyond the default of both the Bidder and subcontractor or supplier, and without the fault of negligence of either of them, and the supplies or service(s) to be furnished by the subcontractor were not obtainable from other sources.

20. Quality:

All materials, equipment, and supplies shall be subject to rigid inspection. If defective material, equipment or supplies are discovered, the Bidder shall remove or make good such material, equipment, or supplies without extra compensation. It is expressly understood and agreed that the inspection of materials by the City of Meriden will in no way lessen the responsibility of the Bidder, or release him/her from his/her obligation to perform and deliver to the City, sound and satisfactory materials, equipment or supplies, or allow the cost to be deducted from any monies due him/her from the City of Meriden.

21. Non-Collusive Bid Statement:

All Bidders shall be required to provide a signed Non-Collusive Statement with this bid on the form provided as follows:

a. The bid has been arrived at by the Bidder independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment or services described in the Invitation to Bid, designed to limit independent bidding or completion, and

b. The Contents of the Bid have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the Bid, and will not be communicated to any such person prior to the official opening of the Bid.

22. Insurance:

The successful firm shall be required to provide a Certificate of Insurance indicating general liability, automobile liability, workers compensation liability and other coverages established by the City's Risk Manager.

23. Ethics:

The City of Meriden Code of Ethics, Sections 21-1 through 21-15 of the City Code, are incorporated herein by reference and the terms of the Code of Ethics shall constitute a part of any contract or agreement entered into by the City as a result of this Bid as if those terms were set forth in such contract or agreement.

Bidders are also advised that the Code of Ethics contains provisions with respect to paid contractors and former employees and officials. Copies of the Code of Ethics may be obtained from the City Clerk's Office.

**BIDDERS SHOULD NOTE THAT CONTRACTS, AGREEMENTS AND BIDS ENTERED INTO OR AWARDED IN VIOLATION OF THE CODE OF ETHICS, ARE VOIDABLE BY RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MERIDEN.**

24. Awards in Case of a Tie:

In the event there are two or more responsible bidders, the decision will be based by the following, and in the following order:

1. The incumbent will be awarded the bid over that of another bidder.
2. In the case of a multi-item bid, if one bidder has been awarded other items from the same Bid and the other bidder has not, the bidder with the multiple awards will be awarded the bid over that of another bidder.
3. The bidder located in the State of Connecticut will be awarded the bid over that of another bidder.
4. By coin toss, the winner of the coin toss will be awarded the bid over that of another bidder.

25. Permit Fees:

The Contractor shall be responsible for obtaining all necessary permits required by the City of Meriden prior to commencement of work. Contact the Building Department at (203) 630-4091 for the required permits. The City of Meriden **WILL NOT WAIVE ANY PERMIT FEES.**

26. Assignment of Contract:

No contract may be assigned or transferred without the written consent of the Purchasing Officer or her designee.

27. City Hall Closing

If Meriden City Hall is closed for inclement weather, or any other unforeseen event, bids will be due at the same time on the next business day that City Hall is open.

**Insurance Requirements- Chemical Purchase & Delivery**

Vendor/Distributor shall agree to maintain in force at all times during the contract the following minimum coverages and shall name The City of Meriden as Additional Insured on a primary and non-contributory basis to all policies except Workers Compensation. All policies should also include a Waiver of Subrogation. Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best's Rating of "A-" VIII. In addition, all Carriers are subject to approval by City of Meriden.

		(Minimum Limits)
General Liability	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations Aggregate	\$2,000,000
	Endorsements to be included:	
	<ul style="list-style-type: none"> <li>• Pollution Liability</li> </ul>	
Auto Liability	Combined Single Limit	
	Each Accident	\$1,000,000
	Endorsements to be included:	
	<ul style="list-style-type: none"> <li>• MCS-90</li> <li>• Pollution Liability (CA9948)</li> </ul>	
Umbrella (Excess Liability)	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

Workers' Compensation and Employers' Liability	WC Statutory Limits	
	EL Each Accident	\$500,000
	EL Disease Each Employee	\$500,000
	EL Disease Policy Limit	\$500,000

Original, completed Certificates of Insurance must be presented to City of Meriden prior to contract issuance. Vendor/Contractor agrees to provide replacement/renewal certificates at least 60 days prior to the expiration date of the policies.