



May 12, 2022

**STATE OF ALABAMA
COUNTY OF SHELBY**

INVITATION TO BID – CALCIUM HYPOCHLORITE TABLETS

Sealed bids for **CALCIUM HYPOCHLORITE TABLETS** will be received in the office of the County Manager, Administration Building- Shelby County, 200 West College St, Room 123, Columbiana, Alabama 35051 until **2:00 p.m. May 24, 2022** at which time bids will be publicly opened and read. The Shelby County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest bidder. Bidders are to state that bids submitted are firm and that no claims for errors will be made after bids are opened and subsequent thereof. If you have any questions concerning this bid, please contact Michael Cain at mcain@shelbyal.com.

GENERAL INFORMATION

All bidders must use our form for submitting their bids. All bids must be sealed and marked in the lower left corner "**BID – CALCIUM HYPOCHLORITE TABLETS** with opening date and time. Late bids will not be opened.

Records showing successful bidder(s) and prices quoted will be placed on file and may be examined upon request. If contract is awarded to someone other than lowest bidder, a note of explanation will appear in the file and Commission Minutes.

Should there be a change in ownership or management the contract shall be canceled unless a mutual agreement is reached with the new owner or manager to continue the contract with its present provisions and prices. The contract is not transferable by either party.

The County may cancel this contract at any time for any reason, provided a thirty day written notice is given.

DISQUALIFICATION OF BIDS

Bids may be disqualified before awarding of the contract for any of the following:

- A. Failure to mark envelope as required;
- B. Failure to sign or notarize the bid document; or
- C. Failure to include requested information or other details of the bid.

IMMIGRATION LAW

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

OPEN TRADE

By signing this contract, vendor agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

METHOD OF AWARD

The award will be made to the lowest responsive bidder meeting specifications. It is not the policy of The Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder.

The Shelby County Commission reserves the right to award separate contracts for each item, each product, or any combination of products if in the best interest of the Shelby County Commission.

Shelby County requires a purchase order for all purchases/services. Copies of purchase orders shall be required by vendor for orders to be processed and invoices paid.

Please provide your bid response in triplicate, one original and two copies.


Chad Scroggins
County Manager

GENERAL CONDITIONS FOR CALCIUM HYPOCHLORITE TABLETS

I. CONTRACT PERIOD

The period of this contract will be for **One (1) Year** from date bid is awarded. This contract may be renewed for up to three (3) years from the initial award date upon the agreement of both parties. Bid price will remain firm during the period of the contract.

II. DELIVERY

Deliveries shall be made within seven (7) working days from the date of order. The vendor shall notify Shelby County Water Services personnel (the person who ordered the product) of any problems in meeting the mandatory seven (7) working day deadline and the vendor must schedule specific delivery day and time with personnel if the deadline is not met. Excessive failure to deliver within seven (7) working days shall be grounds for rejection of the vendor for future purchases, at the sole discretion of Shelby County. Bulk deliveries of chemicals, if ordered, shall be made in tanker truck. For all chemical deliveries, the truck must be equipped with all the means to safely convey the chemical from the truck to the storage tanks. Any spillage or leakage shall be the responsibility of the vendor. Deliveries of PRODUCT shall be coordinated with the Utilities Superintendent.

All quoted prices shall include delivery charges. Deliveries shall be made to the following addresses:

B2-S Booster Station

8100 Hwy. 39
Chelsea, AL 35043

Westover Field Office

42 Big Oak Circle
Westover, AL 35147

III. CHEMICAL DELIVERIES

All items shall be placed on the ground by means of a vendor operated and supplied lift gate in good working order. If the vendor proposes any other method of placing these items on the ground, that method must be approved by Shelby County Water Services personnel prior to delivery. The item shall not be formally accepted as delivered until it is placed safely on the ground. Rejection of an unacceptable delivery method shall not excuse the vendor from the seven (7) working day delivery requirement.

IV. **BILLING**

Invoice payments shall be based solely on total certified weight ticket and the vendors stated bid price. Product shall be billed in **pounds of product shipped** and all prices shall include shipping. Shelby County Water Services does require a Purchase Order for every order placed. Shelby County Water Services is tax exempt (tax exempt #63-6001694).

All invoices shall be billed to:
Shelby County Water Services
200 West College Street, Room 145
Columbiana, AL 35051
ap-water-landfill@shelbyal.com

V. **ESTIMATED ANNUAL USE**

Products will be ordered on an *AS NEEDED* basis. Minimum delivery will be one (1) container with approximately 50 lbs of PRODUCT.

Estimated quantities for products are:

Annual use is approximately 7,200 lbs per year.

VI. **BID QUALIFICATIONS**

All BIDDERS must submit product information with bids. Information to be submitted must show the product proposed meets all the specifications listed below and list **ALL EXCEPTIONS** to the specifications in a separate document.

QUOTATION SHEET
Shelby County Water Services

BID: 50 lb containers of Calcium Hypochlorite Tablets
\$ _____ /lb of Product Shipped

THE UNDERSIGNED OFFERS THESE PRICES, TERMS, AND DELIVERY AS PER BID SPECIFICATIONS:

NAME OF COMPANY: _____

BY: (Please Print): _____

SIGNATURE: _____

ADDRESS: _____

PHONE: _____

E-MAIL: _____

BIDS SUBMITTED ARE FIRM AND NO CLAIMS FOR ERRORS WILL BE MADE AFTER BIDS ARE OPENED AND SUBSEQUENT THEREOF.

Sworn to and subscribed before me this
the _____ day of _____, _____.

_____, Notary Public

My Commission Expires: _____

BID SPECIFICATIONS FOR CALCIUM HYPOCHLORITE TABLETS

- A. Calcium Hypochlorite Tablets (PRODUCT) shall be 3" in diameter and shall have no less than 65% available Chlorine.
- B. PRODUCT shall meet all standards set forth in AWWA B300, latest edition.
- C. PRODUCT shall meet be NSF 60 certified for use as a Drinking Water Chemical. Bidder shall provide documentation showing certification with bids.
- D. PRODUCT shall have a scale inhibitor to prevent the buildup of scale inside the feeder equipment.
- E. Bidder must furnish with the bid a Certificate of Analysis from an independent third party laboratory certified by EPA in their home state for SDWA, or NPDES compliance analyses. Bidder certification by its own laboratory is not acceptable. The Certificate of Analysis sheet(s) must either accompany the completed bid package or be furnished with five (5) days notification by Shelby County. Failure to furnish the sheet(s) within the five (5) day period will be just cause for removal of the bid from further consideration.
- F. All shipments must be handled in compliance with all DOT and EPA regulations for the transport and handling of the material.
- G. Supplier should furnish current Material Safety Data Sheets with bid response.
- H. Local service is required during the contract period in support of chemical usage. Identity name, address, and phone number of individual responsible for technical assistance and service.
- I. A certified weight ticket showing gross, net, and tare weights shall accompany each shipment.