



STATE OF ALABAMA  
COUNTY OF SHELBY

**SEALED BIDS - LIQUID COPPER SULFATE**

Sealed bids for LIQUID COPPER SULFATE will be received in the office of the Chief Financial Officer, Shelby County Administration Building, 200 West College Street-Room 125, Columbiana, Alabama 35051 until 2:30 P.M., June 11, 2024, at which time bids will be opened publicly and read. The County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest responsive 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 bid specifications, please contact Cynthia McCall at cmccall@shelbyal.com.

**GENERAL INFORMATION**

All bidders **must** use our form for submitting their bid. All bids must be sealed and marked in the lower left-hand corner "**BIDS – LIQUID COPPER SULFATE**" with opening date and time. Late bids will not be opened. Bids will not include State Sales Tax or Federal Excise Tax.

Records showing successful bidder 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 bid file and Commission Minutes. Use of trade names and numbers shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

**DISQUALIFICATION OF BIDS**

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

1. Failure to mark envelope as required.
2. Failure to sign or notarize the bid document.
3. Failure to include requested information, samples when specified or other details of the bid.

**METHOD OF AWARD**

The award will be made to the lowest responsible bidder meeting specifications for each item bid. 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. Upon awarding of this contract and bid the Shelby County Commission reserves the sole right to end said contract at their sole discretion.

**CONTRACT PERIOD/PRICING**

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.

**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.

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

Bids will not include State Sales Tax or Federal Excise Tax.

*Chad Scroggins*  
Chad Scroggins  
County Manager

# GENERAL CONDITIONS FOR LIQUID COPPER SULFATE MAY 2024

## **I. CONTRACT TERMS**

The period of this contract will be **One (1) Year** from the date the 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. The bid price will remain firm during the period of the contract. A W-9 and E-verify will be required before the bid is awarded. We request that you submit a completed W-9 and E-verify documentation with your bid packet. If you do not include the W-9 and E-Verify with your bid and your bid is to be awarded, Shelby County Water Services will contact you by the email provided in your bid packet and request the completed W-9 and E-Verify be submitted within 3 business days.

### **Steps to provide your E-Verify**

- a. If you **do not have any physical employees in the State of Alabama**, you may submit a signed statement on letterhead in place of the E-Verify.
- b. If your company hasn't already, enroll in E-Verify at [e-verify.gov](http://e-verify.gov)
- c. If you are newly enrolling, you will have an opportunity at the end to print an MOU (Memorandum of Understanding) or check to see if your company printed and saved their MOU when they established the account. If you don't have the MOU, follow step d.
- d. You can Log into your E-verify account. Go to Company. Select Edit Company Profile. This will show your information. Print this page as proof of enrollment.

## **II. DELIVERY**

Deliveries shall be made within seven (7) working days from the order date. The vendor shall notify the Water Plant Operator or Shelby County Water Services personnel (the person who ordered the product) of any problems in meeting the mandatory seven (7) working day deadline. The vendor must schedule a 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 a 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. Prior to the first delivery, the supplier needs to visit the site to understand the layout and what hoses and fittings will be needed for deliveries. Any spills or leakage shall be the vendor's responsibility.

**All quoted prices shall include delivery charges.** Deliveries shall be made to any of the following locations:

**Shelby County South Water Treatment Plant  
7935 Hwy 61  
Wilsonville, AL 35186**

**Shelby County South WTP-Raw Water Intake Facility  
79 Hummingbird Lane  
Wilsonville, AL 35186**

**Talladega/Shelby Water Treatment Plant  
289 Coosa Industrial Park First Road  
Childersburg, AL 35044**

### **III. CHEMICAL DELIVERIES**

Deliveries of drums, totes, and/or bulk shall be made to either of the water treatment plants in accordance with plant operator instructions at the Talladega/Shelby Water Treatment plant located near Childersburg and at the Shelby County South Water Treatment Plant located in Wilsonville. Orders may include one or more delivery sites. All deliveries on pallets shall be brought to the trailer door by the delivery driver.

For all bulk loads of chemicals, the supplier shall provide all necessary hoses and fittings to safely offload the product into the designated tanks by plant personnel. Prior to the first delivery, the supplier needs to visit the site to understand the layout and what hoses and fittings will be needed for deliveries.

Drivers shall not make connections nor initiate offloading procedures until authorized to do so by the plant operators. Drivers will be required to wear protective clothing and equipment in accordance with OSHA rules during product unloading. The driver will monitor unloading to ensure delivery is discontinued if a problem develops during unloading.

The supplier is responsible for cleaning up any spills that result from the delivery or occur during the unloading of the product.

### **IV. BILLING**

Invoice payments shall be based solely on the total certified weight ticket or number of containers delivered, and the vendor's stated bid price. **The product shall be billed in containers or gallons of product delivered, and all prices shall include shipping.** Shelby County Water Services requires a Purchase Order for every order placed. Shelby County Water Services is tax-exempt.

All invoices shall be billed to: **\*\*PLEASE NOTE NEW ADDRESS\*\***

**Shelby County Water Services  
10927 U S Highway 280  
Sterrett, AL 35147  
[ap-water-landfill@shelbyal.com](mailto:ap-water-landfill@shelbyal.com) - preferred method of delivery.**

### **V. ESTIMATED ANNUAL USE**

Products will be ordered on an **AS-NEEDED** basis. Minimum quantities for chemical orders, other than bulk orders, may be one (1) tote or one (1) pallet. Estimated quantities for the product are:

- 4,500 gallons per year

### **VI. BID QUALIFICATIONS**

- **All BIDDERS must submit product information with their bid.** 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: LIQUID COPPER SULFATE – MAY 2024

Price per Gallons of Product Shipped –	\$ _____
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THE UNDERSIGNED OFFERS THESE PRICES, TERMS, AND DELIVERY AS PER THE BID GENERAL CONDITIONS AND SPECIFICATIONS:

NAME OF COMPANY: \_\_\_\_\_

CONTACT: (Please Print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

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

**DON'T FORGET to enclose the following with your bid!**

Bid Specifications

Completed W-9

E-Verify documentation

Sworn to and subscribed before me this

the \_\_\_\_\_ day of \_\_\_\_\_,

\_\_\_\_\_, Notary Public

My Commission Expires: \_\_\_\_\_

