

# GENERAL CONDITIONS FOR LIQUID ALUMINUM SULFATE NOVEMBER 2025

## 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](https://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 any and all delivery charges.** Deliveries shall be made to any of the following locations:

**Shelby County South Water Treatment Plant  
7935 Highway 61  
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 and the vendor's stated bid price. **The product shall be billed in dry pounds 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 US 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:

- 1,500,000 lbs for combined plants

### 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 ALUMINUM SULFATE – NOVEMBER 2025	
Liquid Aluminum Sulfate in Bulk Tanker (per dry pound delivered)	\$ _____ at 8.2%

ALL PRICES QUOTED SHALL INCLUDE APPLICABLE DELIVERY FEES

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

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

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

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

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

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

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

FOR BID AWARD NOTIFICATION, BILLING DISCREPANCIES, OR INVOICE ISSUES, PLEASE PROVIDE  
THE BILLING MANAGER'S DIRECT CONTACT INFORMATION

BILLING MANAGER'S NAME: \_\_\_\_\_

BILLING MANAGER'S PHONE NUMBER: \_\_\_\_\_

BILLING MANAGER'S EMAIL: \_\_\_\_\_

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.

☐ Paperwork requested in the Bid Specifications

☐ Completed W-9

☐ E-Verify documentation

Sworn to and subscribed before me this

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

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

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

# **LIQUID ALUMINUM SULFATE BID SPECIFICATIONS**

## **I. GENERAL**

- A. The material to be provided shall be Liquid Aluminum Sulfate, approved for potable water treatment, listed/certified under the National Sanitation Foundation (NSF) Standard 60 and meeting all provisions of ANSI/AWWA STANDARD B403; "Aluminum Sulfate - Liquid, Ground or Lump", of latest revision.

## **II. PRODUCT**

- A. The material shall be free from suspended matter and contain no turbidity visible to the naked eye and such clarity as to permit the reading of flow measuring devices without difficulty. The material shall contain no soluble minerals or organic substances capable of producing injurious effects on public health.
- B. Materials shall comply with the requirements of the Safe Drinking Water Act and other federal regulations for potable water and wastewater systems as applicable.
- C. Liquid Aluminum Sulfate shall be the product of the reaction between sulfuric acid and a mineral-rich in aluminum, such as bauxite.
- D. Liquid Aluminum Sulfate shall have the following properties:
  - 1.  $\text{Al}_2\text{O}_3$  (Available Water Soluble): 8.0% - 8.4%
  - 2. Water-insoluble matter: 0.2% max.
  - 3. Water soluble iron (as  $\text{Fe}_2\text{O}_3$ ): 0.35% max.

## **III. QUALITY CONTROL AND TESTING**

- A. Sampling and testing shall be conducted in accordance with all AWWA; ANSI and ASTM specifications.
- B. It shall be the vendor's responsibility to provide a Material Compliance Certificate of Analysis for each lot shipped to the BUYER. The Certified Analysis shall be signed by an employee of the vendor and specify: % water-soluble aluminum as  $\text{Al}_2\text{O}_3$ , acidity of alum, % of water-insoluble matter, % of water-soluble iron (as  $\text{Fe}_2\text{O}_3$ ) and liquid specific gravity. The Certificate of Compliance shall be in the possession of the Buyer at the time of delivery.
- C. Upon request from the Buyer, it shall be the responsibility of the Supplier to provide a proper sample of the Liquid Aluminum Sulfate being delivered for analysis. The Liquid Aluminum Sulfate sample shall be prepared in accordance with AWWA 403 of the latest revision. Each sample shall be labeled to identify its content, and the label shall be signed by the person actually collecting the sample.

## **IV. MANUFACTURER**

- A. The Bidder shall state, in his proposal, the name of the manufacturer of the Liquid Aluminum Sulfate, the bidder intends to supply. The Contractor shall provide proof that the Liquid Aluminum Sulfate to be provided is approved for potable water treatment, and meets the National Sanitation Foundation Standard 60 and the specifications above.