



INVITATION FOR BIDS

IFB-4496-18-SH

LIQUID POLYMER

ONLY FIRMS WHO HAVE BEEN PREAPPROVED THROUGH THE TESTING PROCESS DESCRIBED IN SECTION 3 WILL BE ALLOWED TO BID.

RESPONSES DUE:

February 5, 2019 prior to 2:30 P.M.

Accepting Electronic Responses Only

Responses Only Submitted Through the Rocky Mountain E-Purchasing System (RMEPS)

<https://www.bidnetdirect.com/colorado>

(Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline. 800-835-4603)

PURCHASING REPRESENTATIVE:

Susan Hyatt

susanh@gjcity.org

970-244-1513

This solicitation has been developed specifically intended to solicit competitive responses for **Polymer for the Wastewater Treatment Plant**, and may not be the same as previous City of Grand Junction solicitations. All offerors are urged to thoroughly review this solicitation prior to submitting. Submittal by **FAX IS NOT ACCEPTABLE** for this solicitation.

SECTION 1.0: ADMINISTRATIVE INFORMATION & CONDITIONS FOR SUBMITTAL

- 1.1 **Issuing Office:** This Invitations for Bids (IFB) is issued by the City of Grand Junction (City) on behalf of the Persigo Wastewater Treatment Plant (WWTP).
- 1.2 **Purpose:** The WWTP is requesting bids from firms experienced in providing polymer product for dewatering anaerobically digested sludge. **Only liquid polymers** will be considered for this application.
- 1.3 **The Owner:** The Owner is the City of Grand Junction, Colorado and is referred to throughout this Solicitation. The term Owner means the Owner or his authorized representative.
- 1.4 **Bid Deadline:** Bids are due by February 5, 2019 prior to 2:30 P.M.
- 1.5 **Confidential Material:** All materials submitted in response to this IFB shall ultimately become public record and shall be subject to inspection after contract award. "Proprietary or Confidential Information" is defined as any information that is not generally known to competitors and which provides a competitive advantage. Unrestricted disclosure of proprietary information places it in the public domain. Only submittal information clearly identified with the words "**Confidential Disclosure**" shall establish a confidential, proprietary relationship. Any material to be treated as confidential or proprietary in nature must include a justification for the request. The request shall be reviewed and either approved or denied by the City Attorney. If denied, the proposer shall have the opportunity to withdraw its entire bid, or to remove the confidential or proprietary restrictions. **Neither cost nor pricing information, nor the total proposal, shall be considered confidential or proprietary.**
- 1.6 **Open Records:** All bids shall be read aloud in the Bid Opening. Trade secrets and confidential information contained in the bid so identified by Bidder as such shall be treated as confidential by the Owner to the extent allowable in the Open Records Act.
- 1.7 **Submission:** Each proposal shall be submitted in electronic format only, and only through <https://www.bidnetdirect.com/colorado>. The uploaded response shall be a single PDF document with all required information included. This site offers both "free" and "paying" registration options that allow for full access of the Owner's documents and for electronic submission of proposals. (Note: "free" registration may take up to 24 hours to process. Please Plan accordingly.) For proper comparison and evaluation, the City requests that proposals be formatted as directed in Section 5.0 "Preparation and Submittal of Proposals." Submittals received that fail to follow this format may be ruled non-responsive. (Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline. **800-835-4603**).
- 1.8 **Addenda:** All Questions shall be submitted in writing to the City Purchasing Representative. Any interpretations, corrections and changes to this IFB or extensions to

the opening/receipt date shall be made by a written Addendum to the IFB by the City Purchasing Division. Sole authority to authorize addenda shall be vested in the City of Grand Junction Purchasing Representative. Addenda will be issued electronically through BidNet at www.bidnetdirect.com/colorado. Addenda will also be posted on the City of Grand Junction web page at www.gjcity.org/business-and-economic-development/bids. Offerors shall acknowledge receipt of all addenda in their response.

- 1.9 Late Responses:** Responses received after the time and date specified, whether delivered or mailed, will not be considered and will be returned to the respondent unopened. It is the sole responsibility of each respondent to ensure that their submittals arrive at the City Clerk's Office prior to the time and date specified.
- 1.10 Rejection of Submittals:** The Owner reserves the right to accept or reject any or all submittals received in response to this solicitation. The Owner further reserves the right to waive any informalities and/or minor irregularities in submittals received, if deemed to be in the best interest of the Owner.
- 1.11 Submittal Ownership:** All materials submitted with regard to this solicitation become the property of the Owner and will only be returned at the Owner's option.
- 1.12 Expenses:** Expenses incurred by prospective respondents in preparation, submission, and presentation of this IFB are the responsibility of the respondents and cannot be charged to the Owner.
- 1.13 Assignment:** The selected firm shall not sell, assign, transfer or convey any contract resulting from this IFB in whole or in part without prior written approval from the Owner. Any claims for payment due to the provider from the Owner under this contract may not be assigned to a bank, trust company, or other financial institution or bankruptcy trustee without the prior written approval by the Owner.
- 1.14 Indemnification:** The selected firm shall defend, indemnify and save harmless the City of Grand Junction and/or Mesa County, State of Colorado, and all their respective officers, employees, insurers, and self-insurance pool, from and against all liability, suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the selected firm or of any of the firm's agent, employee, sub-consultant or supplier in the execution of, or performance under, any contract which may result from Bid award. The selected firm shall pay any judgment with cost which may be obtained against the Owner growing out of such injury or damages.

SECTION 2.0: INSURANCE AND BONDING REQUIREMENTS

Insurance Requirements: The selected firm agrees to procure and maintain, at its own cost, policy(s) of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the firm pursuant to this Section. Such insurance shall be in addition to any other insurance requirements imposed by this Contract or by law. The firm shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Section by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.

The selected firm shall procure and maintain and, if applicable, shall cause any Subcontractor of the firm to procure and maintain insurance coverage listed below. Such coverage shall be procured and maintained with forms and insurers acceptable to the Owner. All coverage shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by the firm pursuant to this Section. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Minimum coverage limits shall be as indicated below unless specified otherwise in the Special Conditions:

(a) Worker Compensation insurance to cover obligations imposed by applicable laws for any employee engaged in the performance of work under this Contract, and Employers' Liability insurance with minimum limits of:

ONE MILLION DOLLARS (\$1,000,000) each accident,
ONE MILLION DOLLARS (\$1,000,000) disease - policy limit, and
ONE MILLION DOLLARS (\$1,000,000) disease - each employee

(b) General Liability insurance with minimum combined single limits of:

ONE MILLION DOLLARS (\$1,000,000) each occurrence and
ONE MILLION DOLLARS (\$1,000,000) per job aggregate.

The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground hazards. The policy shall contain a severability of interests provision.

(c) Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than:

ONE MILLION DOLLARS (\$1,000,000) each occurrence and
ONE MILLION DOLLARS (\$1,000,000) aggregate

With respect to each of the firm's owned, hired, or non-owned vehicles assigned to be used in performance of the Work. The policy shall contain a severability of interests provision. The policies required by paragraphs (a), (b), (c), and (d) above shall be endorsed to include the City and the City's officers and employees as additional insureds. Every policy required above shall be primary insurance, and any insurance carried by the HDD, its officers, or its employees, or carried by or provided through any insurance pool of the HDD, shall be excess and not contributory insurance to that provided by Consultant. No additional insured endorsement to any required policy shall contain any exclusion for bodily injury or property damage arising from completed operations. The Consultant shall be solely responsible for any deductible losses under any policy required above.

SECTION 3.0: SCOPE OF SERVICES

- 3.1 Summary:** The purpose of this specification is to solicit bids from vendors experienced in supplying a polymer product for dewatering and thickening aerobic and anaerobic sludge at the Persigo Wastewater Treatment Plant (WWTP). These specifications describe a polymer product to be used in dewatering and thickening. **ONLY LIQUID POLYMERS WILL BE CONSIDERED** for this application.
- 3.2 Project Description:** This solicitation will consist of two steps.
- 3.2.1 First,** prospective vendors must jar test Persigo WWTP sludge and select their single best product meeting the specifications in Section 3.6. Vendors are required to collect sludge samples from each process at a time and place designated by the Project Manager. Vendors are responsible for conducting all jar testing and for determining their preferred polymer product for each application. **Jar testing will be done M-F, 8:00 A.M. to 3:00 P.M. from November 1 through November 30, 2018.** The Project Manager will be Jay Vancil, Wastewater Operations Supervisor, 970-256-4166, jayv@gjcity.org.
- 3.2.2 Second,** if jar testing produces favorable results, batch testing will follow in January 2019. Vendors shall submit sufficient product for a minimum of six (6) batches. Product will be supplied at vendor's expense.
- 3.3 Qualification:** In order to qualify as a prospective vendor of polymer, vendors shall meet and comply with all aspects of these specifications.
- 3.4 Product:** Products that are not tested as part of this solicitation will not be considered. Pricing will be allowed only on prequalified products.
- 3.5 Pricing:** Prices shall be presented on the basis of cost per pound of polymer product F.O.B. Persigo WWTP at 2145 River Road, Grand Junction, CO 81505. Based on the cost per pound of polymer provided, the total cost will be computed in terms of cost of polymer at the usage rate measured under normal operating procedures conducted by Persigo WWTP staff. Total cost for each polymer will be calculated in terms of measured pounds of polymer per dry ton of sludge solids to be dewatered.
- 3.6 Process Description and Applications:** The process applications for polymer is sludge dewatering with belt filter presses and sludge thickening with Dissolved Air Flotation (DAF).
- 3.6.1 Sludge and Characteristics:** The waste activated sludge is thickened using a Dissolved Air Flotation (DAF) process prior to dewatering. The primary sludge is anaerobically digested prior to dewatering. Currently the digested sludge is blended at an average 24% anaerobic and 76% aerobic based on flow. Blending ratios are subject to change.
- 3.6.2 Dewatering:** Following anaerobic digestion, mechanical dewatering is accomplished using four (4) belt filter presses. The sludge feed rate to each belt press is in the range of 80 gpm to 100 gpm with an average feed solids concentration of 2.1% to 2.5%. Polymer is added to the influent sludge stream prior to distribution on the

gravity zone on the belt press. **It is desired to produce a sludge cake with the highest solids concentration possible. Feed solids and flow range are subject to change.**

3.7 Polymer Product Specifications: The polymer product specifications are as follows:

3.7.1 Polymer Type: The only polymer types that will be considered for these applications are liquid polymers; **dry polymer formulations will not be considered.**

3.7.2 Polymer Characteristics: The viscosity and other physical/chemical characteristics of the polymer to be provided shall be compatible with the existing polymer storage and feed equipment, metering devices, pumps, gravity belt thickeners, belt presses, and other appurtenant equipment associated with the existing sludge thickening and/or dewatering operations at Persigo WWTP.

3.7.2.1 The polymer shall not contain substances that are inhibitory or toxic to bacteria characteristic of the treatment process.

3.7.2.2 Polymer shall be suitable for storage in plastic vessels, and shall not be corrosive to the polymer storage, pumping or hauling equipment, and the thickening/dewatering equipment or related appurtenances.

3.7.2.3 Potential polymer suppliers must visit and inspect the Persigo WWTP facilities to determine that their polymer products are compatible with existing dewatering equipment and will not inhibit performance, operation or damage existing equipment. Vendors shall be required to submit a letter with their response certifying that the polymer is acceptable for use in the existing dewatering installation. No changes will be made to existing facilities to accommodate the use of a particular vendor polymer product. If damage does occur as a result of using a polymer product not compatible with existing facility equipment, the polymer supplier shall be responsible for all necessary repairs and/or equipment replacement costs to return the equipment to its operating condition.

3.7.2.4 Polymer performance shall not be significantly altered due to weather or temperature conditions. Polymer shall not be allowed to freeze prior to delivery.

3.7.2.5 Polymer shall have a shelf life of not less than 6 months during which the polymer shall exhibit no degradation in performance due to separation. The physical and chemical characteristics of the polymer shall not change during this period.

3.7.2.6 Polymer shall have good mixing characteristics and produce minimum nuisance conditions such as scum or foam. The polymer shall be miscible with water in all dilutions and capable of being diluted to any ratio desired to meet dosage requirements.

3.7.2.7 The polymer manufacturer shall submit with their response a certificate of analysis verifying the polymer satisfies all required physical and chemical characteristics listed above.

3.8 Polymer Quantities: There is no guarantee of a minimum or maximum quantity of polymer during the supply agreement. Nor is there any guarantee of an award as a result of this solicitation. Persigo WWTP estimates the need to dewater 1,000 to 2,000 dry tons of sludge per operating year. Plant operations will be monitored and managed to assure appropriate utilization of the selected polymer.

3.9 Polymer Testing: All vendors selected shall supply product for testing January 14 – 17, 2019. Each polymer will be tested side by side with the existing polymer using normal operating procedures to measure polymer usage per dry ton of sludge dewatered under normal operating procedures. **The polymer will be provided for testing at no cost to Persigo WWTP.**

3.10 Delivery after award: All trucks used to deliver polymer shall protect the polymer during transport. The transport vehicles shall comply with all applicable safety regulations.

3.10.1 Liquid polymer shall be delivered in bins not to exceed 3600 gross pounds each.

3.10.2 The polymer shall be delivered to Persigo WWTP within 20 days following notification, either by telephone or written email notice. Regular truck delivery of polymer shall be scheduled to arrive at the plant between the hours of 8:00 A.M. and 3:00 P.M., Monday through Friday. Persigo will not be responsible for any shipping charges. Add deliveries are F.O.B. 2145 River Road, Grand Junction, CO 81505.

3.10.3 Notice of delivery is required 24 hours in advance. The truck driver will be required to check in at the administrative building upon arriving at the plant, and must provide a certified weight ticket with each delivery. The driver will not be permitted to offload the polymer. Plant personnel will be responsible for offloading the product once the driver has placed it within reach of the forklift.

3.10.4 Persigo reserves the right to inspect and reject any polymer shipment. If the polymer does not meet the requirements of these specifications, or does not perform as well as the quality control sample, or damages equipment or facilities as a result of impurities; the supplier shall reimburse Persigo for the cost of repair, maintenance or replacement resulting there from.

3.10.5 Return of empty containers shall be included in the price submitted.

3.11 Technical Support Services: The Contractor shall be required, at no cost to Persigo WWTP, to provide onsite technical assistance as needed. In case of emergency, the polymer supplier will be required to provide onsite technical assistance within 24 hours of notification. In the event the consumption of polymer, for which the contract is awarded, exceeds the original pounds of polymer per ton of dry solids, the supplier shall provide technical assistance within 72 hours of notification. The Contractor shall have ten working days to correct the problem at no additional cost to Persigo WWTP.

3.12 Tentative Project Schedule:

IFB Available	October 29, 2018
Jar Testing	November 1 – 30, 2018
Product Production Testing	January 14 – 17, 2019
Inquiry Deadline, no questions after this date	January 17, 2019 at noon
Addendum due, if needed	January 23, 2019
Response Deadline	February 5, 2019

3.13 Contract Period: The initial contract period shall be for 12 months beginning upon award. The contract may, upon mutual agreement of the supplier and the City, be extended under the terms and conditions of the contract for up to three (3) additional one (1) year contract periods, contingent upon appropriation by the City Council and satisfaction of both parties.

SECTION 4.0: PREPARATION AND SUBMITTAL OF BIDS

Each bid shall be submitted in electronic format only, and only through <https://www.bidnetdirect.com/colorado>. The uploaded response shall be a single PDF document with all required information included. This site offers both "free" and "paying" registration options that allow for full access of the Owner's documents and for electronic submission of proposals. (Note: "free" registration may take up to 24 hours to process. Please Plan accordingly.) For proper comparison and evaluation, the City requests that proposals be formatted as directed in Section 5.0 "Preparation and Submittal of Proposals." Submittals received that fail to follow this format may be ruled non-responsive. (Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline. **800-835-4603**).

ONLY THIS PAGE NEEDS TO BE SUBMITTED WITH YOUR BID

ONLY FIRMS WHO HAVE BEEN PREAPPROVED THROUGH THE TESTING PROCESS DESCRIBED IN SECTION 3 WILL BE ALLOWED TO BID.

1. STATE PRODUCT PRICE PER POUND: \$ _____
2. STATE PRODUCT NAME: _____

ADDENDA: State number of Addenda received: _____

DATE _____

- Prompt payment discount of _____ percent of the net dollar amount will be offered to the City if the invoice is paid within _____ days after the receipt of the invoice.
- The undersigned certifies and agrees that this Proposal is submitted in accordance with all applicable Federal, State, County, and City laws.
- The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.
- City of Grand Junction Payment Terms are Net 30.

(Company Name of Bidder – Typed or Printed)

(Phone Number of Bidder)

(Address of Bidder)

(Authorized Agent or Contact Name – Typed or Printed)

(City, State, and Zip Code)

(Authorized Signature)

(E-mail Address of Agent or Sales Contact)