

CITY OF YANKTON

SOUTH DAKOTA

SPECIFICATIONS AND BID FORM

FOR

**ANNUAL SUPPLY OF WATER TREATMENT  
AND  
WASTEWATER TREATMENT CHEMICALS**

For

The Department of Environmental Services

CITY OF YANKTON, OWNER  
P.O. BOX 176  
YANKTON, SOUTH DAKOTA 57078

BID SUBMITTAL TO:  
CITY OF YANKTON  
ATTN: CITY FINANCE OFFICER  
P.O. BOX 176  
YANKTON, SOUTH DAKOTA 57078

BID OPENING:  
November 28, 2018  
3:00 P.M.  
BID AWARD:  
December 10, 2018

-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-

SPECIFICATIONS FOR  
**THE ANNUAL SUPPLY OF  
WATER TREATMENT AND WASTEWATER TREATMENT CHEMICALS**  
FOR  
THE DEPARTMENT OF ENVIRONMENTAL SERVICES

GENERAL PROVISIONS

INTENT:

The intent of these specifications is to describe the approximate annual quantities and the chemical composition of the various chemicals to be used for water and wastewater treatment purposes. The chemicals supplied shall meet the following minimum specifications considered necessary to adequately perform the required water treatment.

STANDARDS:

The chemicals supplied shall be of the highest standard of quality and in full compliance with the most current AWWA specifications for water and wastewater treatment and the following minimum supplementary specifications. The bidder shall include with his bid, the brand name and product composition of each chemical bid.

SPECIAL CONDITIONS:

The operation of the existing chemical feeders in both water treatment plants and the wastewater treatment plant with the product delivered will be considered in determining the best bid.

COMPOSITION OF THE BID:

The bid price shall include all labor, transportation or shipping charges and any other charges necessary for delivery of the various chemicals to the City of Yankton's water or wastewater treatment plants. Any demurrage charges will be included as a separate bid item.

The prices quoted on the bid schedule shall be firm annual quotes from January 1, 2019, to December 31, 2019, and shall be the total price as stipulated above.

BID FORMS:

All bidders must use the forms provided by the City of Yankton. Bidders must submit completed bid proposal forms in a sealed envelope or packet clearly marked on the outside: "BID FOR WATER AND WASTEWATER CHEMICALS".

Additional specifications and bid proposal forms may be obtained at the Office of the Director of Environmental Services, P.O. Box 176, Yankton, South Dakota 57078 or by phoning (605) 668-5272.

*General Provisions  
The Annual Supply of Water Treatment and Wastewater Treatment Chemicals  
Page 1 of 2*

BID CLARIFICATION:

Bidders may contact the Director of Environmental Services (605) 668-5272 or (605) 668-5274 for additional clarification of these specifications.

Request for such clarification should reach the Director not later than seven (7) days before the date on which bids are due.

Prior to submission of bids, any ambiguities in the specifications shall be brought to the attention of the Director of Environmental Service. If necessary, an addendum will be issued to give effect to such clarification.

DELIVERY:

The delivery of all chemicals shall be on an as needed basis. The Department of Environmental Services, will request the quantities desired, the supplier will be required to ship the quantity of chemicals so desired and deliver the same as described in the supplemental specifications. Product delivery must be received within 7 business days.

TAXATION:

The City of Yankton shall be exempt from all Federal or state and local taxation. The City shall not be liable for additional payment to defer the cost of any tax or other imposition that might be made by Federal or state taxing authorities.

PAYMENT:

Payment for the various chemicals shall be cash upon the delivery, and acceptance of the chemicals by the City of Yankton in accordance with the following policy.

It is the policy of the City of Yankton to approve all bills on the 2nd Monday of each month and mail checks on the following Thursday. Therefore, all requests for payment must be received by the City of Yankton by the 25<sup>th</sup> day of the previous month in order to process the request on the regularly scheduled payment date. Should the request for payment be made after the dates specified payment will not be made until the following month. The contractor shall be required to include any additional costs associated with this schedule in his bid.

\*\*\*\*\*END OF GENERAL PROVISIONS\*\*\*\*\*

BID FORM

**ANNUAL SUPPLY OF WATER TREATMENT AND WASTEWATER  
TREATMENT CHEMICALS**

THE DEPARTMENT OF ENVIRONMENTAL SERVICES

DATE: \_\_\_\_\_

Proposal of \_\_\_\_\_ (hereinafter called "Bidder") a corporation, organized and existing under the laws of the State of \_\_\_\_\_ a partnership, or an individual doing business as \_\_\_\_\_.

To: Mayor and Board of Commissioners  
City of Yankton  
Yankton, South Dakota

Proposals to be filed  
not later than 3:00 PM  
on November 28, 2018

Gentlemen:

The bidder, in compliance with your invitation to bid for the furnishing of an annual supply of Water and Wastewater Treatment Chemicals to the City of Yankton, Department of Utilities, Yankton, South Dakota, having examined the specifications, and being familiar with all of the conditions surrounding the supplying of the proposed chemicals, hereby propose to furnish said chemicals and to deliver said chemicals in accordance with the contract documents, for a period of one (1) year, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

The undersigned bidder does hereby declare and stipulate that each proposal is made in good faith, without collusion or connection with any other person or persons bidding for the same work, and that it is made in pursuance of and subject to the general provisions and the detailed specifications, pertaining to the work to be done, all of which have been examined by the undersigned.

He agrees that the delivery will be made for a period of twelve (12) months, starting on January 1, 2019, and ending December 31, 2019, and shipments of the various chemicals bid will be as requested by the Department of Environmental Services.

All the various facets of work enumerated in the contract documents with their individual jobs and overhead, whether specifically mentioned, included by implication or appurtenant thereto, are to be performed by the Supplier under the items listed in the bid schedule, irrespective of whether it is named in said list.

The Bidder hereby agrees to commence work under this contract on January 1, 2019, and to fully provide all services and chemicals until December 31, 2019. The Bidder hereby agrees to perform all work and to supply the chemicals described in the specifications for the following amounts (Bidders have the option of bidding on any or all items specified):

Powdered Activated Carbon (+/- 15 ton) \$ \_\_\_\_\_ ton  
Demurrage charge \$ \_\_\_\_\_

Pebble Lime (+/- 500 ton) \$ \_\_\_\_\_ ton  
Demurrage charge \$ \_\_\_\_\_

Carbon Dioxide (+/- 90 ton) \$ \_\_\_\_\_ ton  
Demurrage charge \$ \_\_\_\_\_

Ferric Chloride: liquid form (+/- 35 ton)  
in 330 gal totes  
Demurrage charge \$ \_\_\_\_\_ \$ \_\_\_\_\_ per pound

Liquid Hydrofluorosilicic Acid(+/- 8 ton)  
in 55 gallon drums \$ \_\_\_\_\_ per pound  
Demurrage charge \$ \_\_\_\_\_

Sodium Hypochlorite (+/- 12 totes) \$ \_\_\_\_\_ per pound  
Demurrage charge \$ \_\_\_\_\_

50% Caustic Soda (NaOH) Diaphragm Grade (+/- 12 totes) \$ \_\_\_\_\_ per pound  
Demurrage charge \$ \_\_\_\_\_

Solar Salt (+/- 75 ton) \$ \_\_\_\_\_ ton  
Demurrage charge \$ \_\_\_\_\_

Bidder acknowledges receipt of the following addenda:  
Date: \_\_\_\_\_ Number: \_\_\_\_\_

The Bidder understands that the Owner reserves the right to reject any or all bids, to waive any informalities in the bidding and to award the contract in the best interest of the Owner.

Respectfully submitted:

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Federal ID Number

\_\_\_\_\_  
Officer

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number