CITY OF BETHEL
BETHEL, ALASKA

REQUEST FOR BIDS

ROAD IMPLEMENTS, CHEMICALS TO TREAT DRINKING WATER, AND POOL CHEMICALS

Bid packages will be accepted from May 16, 2016 to June 6, 2016

Opening Date:   Monday, June 6, 2016
Opening Time:   4:00 pm
Opening Place:  City of Bethel —City Hall
                300 State Highway
                Bethel, Alaska  99559
REQUEST FOR BIDS
PURCHASE OF ROAD IMPLEMENTS AND CHEMICALS

1. SUMMARY

The City of Bethel (hereafter “City”) is seeking bids from qualified companies (hereafter “Vendor”) to provide the City with bulk water treatment plant chemicals, road implements, and a pool chemical quote.

Water Treatment Plant Chemicals
The City of Bethel is using the bid process to purchase 3,750 pounds of potassium permanganate, 600 pounds of sodium fluoride, and 15,000 pounds of calcium hypochlorite hydrated for use in its water treatment plants. The chemicals will be used to treat the drinking water produced at each of two water treatment plants.

Road Implements
The City of Bethel is soliciting bid packages for the purchase of supersacks of calcium chloride and supersacks of sodium chloride. The City wants to purchase the largest quantity of calcium chloride it can for $50,000 and the largest amount of sodium chloride it can for $50,000. In other words, bid prices for road implements will be given in quantity of material for the price.

Pool Chemicals
United Pools, Inc. is contracted to operate the City’s YK Fitness Center that includes a six-lane swimming pool, hot tub, and kiddie pool. United Pools, Inc. is interested to see if the price of pool chemicals as a result of the bid process will offer them a better deal than the prices they are currently paying. United Pools, Inc. may use the information provided in the bid package to purchase pool chemicals from the lowest priced vendor. This purchase may be made by United Pools, Inc., not the City of Bethel, and is irrespective of the low-price bids for the water treatment chemicals and road implements.

Provide price quotes on Attachment B for the following pool chemicals:

- Calcium hypochlorite briquettes > 128 buckets of 50 lb. each.
- Muriatic Acid (Magic Acid or equivalent) > 4 drums of 55 gallons each.

Delivery to Bethel
All chemicals and road implements purchased as part of this Request for Bids process must be delivered to Bethel by barge during the 2016 summer barge season. All prices submitted in the bid package must include barge shipping costs to Bethel. Contact information for the City’s preferred barge company is provided in this document.
2. BACKGROUND

Bethel is a small, rural town in western Alaska, located 400 miles west of Anchorage, off the road system. The town has 36 miles of road and is served by airplanes from Anchorage and barges from Seattle, Anchorage, and Seward.

The City of Bethel uses potassium permanganate, sodium fluoride, and calcium hypochlorite hydrated to treat its drinking water produced at the City Subdivision Water Treatment Plant and the Bethel Heights Water Treatment Plant. The chemicals are stored indoors for use as needed. The City of Bethel, Public Works Department, Utilities Division, oversees the purchase of chemicals and the operation of the two plants.

The City of Bethel uses calcium chloride on its gravel roads in the summertime as a road hardener. After the rains succeed in reducing the effect of the calcium chloride to help hold the road together, a new batch is applied with grader, water truck, and roller. Calcium chloride may be used for other road construction and road maintenance uses.

Sodium chloride is used by the City in the wintertime to de-ice the gravel roads and to prevent ice from forming. Sodium chloride may be used for other road construction and road maintenance uses.

Pool chemicals are used exclusively by United Pool, Inc. while under contract, to maintain the pool water at the YK Fitness Center.

3. GOODS TO BE PURCHASED

Water Treatment Plant Chemicals
The City is seeking bids from qualified companies for the purchase of 3,750 pounds of potassium permanganate, 600 pounds of sodium fluoride, and 15,000 pounds of calcium hypochlorite hydrated to treat the City’s drinking water. All materials must come in 75-lb. buckets. All water treatment chemicals that are part of this purchase must be delivered to Bethel and locally delivered to the Utilities Maintenance Shop at 1290 Ridgecrest Drive, Bethel, AK.

The specific chemicals to be purchased have proven to perform well with the ground water that the City of Bethel pumps from its wells, treats, and sends to residents via piped infrastructure and water delivery trucks. The composition of each chemical must correspond to the formula provided in the following table:
<table>
<thead>
<tr>
<th>Chemical</th>
<th>%</th>
<th>CAS Registry No.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Potassium Permanganate</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Potassium Permanganate</td>
<td>97 % min. KMnO₄</td>
<td>7722-64-7</td>
</tr>
<tr>
<td><strong>Sodium Flouride</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sodium Flouride</td>
<td>≥ 97 % NaF</td>
<td>7681-49-4</td>
</tr>
<tr>
<td>Sodium Fluorosilicate</td>
<td>≤ 2.50 % Na₂SiF₆</td>
<td>16893-85-9</td>
</tr>
<tr>
<td>Water</td>
<td>≤ 0.50 % H₂O</td>
<td>7732-18-5</td>
</tr>
<tr>
<td><strong>Calcium Hypochlorite Granular</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Calcium Hypochlorite</td>
<td>&gt; 70 % CaCl₂O₂</td>
<td>7778-54-3</td>
</tr>
<tr>
<td>Calcium Chlorate</td>
<td>&lt; 3 % CaCl₂O₆</td>
<td>10137-74-3</td>
</tr>
<tr>
<td>Calcium Carbonate</td>
<td>&lt; 2 % CaCO₃</td>
<td>471-34-1</td>
</tr>
<tr>
<td>Calcium Hydroxide</td>
<td>&lt; 2 % CaH₂O₂</td>
<td>1305-62-0</td>
</tr>
<tr>
<td>Magnesium</td>
<td>0.1834 Mg</td>
<td>7439-95-4</td>
</tr>
</tbody>
</table>

**Road Implements**

The City is seeking proposals from qualified companies that wish to provide the City with $50,000 worth of calcium chloride and $50,000 worth of sodium chloride. Calcium chloride and sodium chloride must be delivered in 2,000+ lb. supersacks.

All materials received will be stored outside in the Public Works yard in Bethel throughout the summer and winter. As a result, materials should come in supersacks, plastic bags, or other sack-like containers, not hard totes. The supersacks and plastic bags must be weather-proof (waterproof).

To keep shipping costs low, the City expects that the supersacks of calcium chloride and sodium chloride to be transported to Bethel by barge. Price quotes must include shipping to Bethel and local delivery to the City Shop at 1155 Ridgecrest Drive, Bethel, AK.

**Calcium Chloride**

The City wishes to purchase industrial grade calcium chloride that is typically used for, but not limited to, dust control, stabilization, ice/snow removal, and other road-conditioning purposes. The calcium chloride must be in the form of 94%+ mini-pellets and meet the specifications:
<table>
<thead>
<tr>
<th>Contents of Calcium Chloride</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calcium Chloride</td>
<td>77% minimum</td>
</tr>
<tr>
<td>Magnesium and alkali chloride</td>
<td>5.0% maximum</td>
</tr>
<tr>
<td>Alkali degree</td>
<td>0.5% maximum</td>
</tr>
<tr>
<td>Substances of dissolving water</td>
<td>0.05% maximum</td>
</tr>
<tr>
<td>Sulphate</td>
<td>0.1% maximum</td>
</tr>
<tr>
<td>Ph value</td>
<td>8-10</td>
</tr>
</tbody>
</table>

Concentrations shall be expressed as a percentage of the total. Impurities such as alkali chlorides, magnesium, and calcium hydroxide should be within specified composition limits.

For purposes of determining conformance to this specification, values for chemical analysis shall be rounded to the nearest 0.1 %, and values for grading shall be rounded to the nearest 1 %.

**Sodium Chloride**

The City intends to use the sodium chloride as a deicer and for road construction or road maintenance purposes. The product is also known as “course salt” and its molecular symbol is NaCl. While no other specifications are provided here, it is incumbent on the bidder to provide a sodium chloride composition that will allow the City to achieve its intended purposes on its roads.

**Pool Chemicals**

Provide price quotes on Attachment B for the following swimming pool chemicals:

- Calcium hypochlorite briquettes > 128 buckets of 50 lb. each.
- Muriatic Acid (Magic Acid or equivalent) > 4 drums of 55 gallons each.

Prices quoted must include shipment to Bethel and local delivery to the Yukon Kuskokwim Regional Aquatic Health and Safety Center (YK Fitness Center) at 267 Akiachak St., Bethel, AK.

**Barge Shipment**

Respondents to this RFB are encouraged to contact Alaska Marine Lines, Inc., the City’s preferred barge company, to obtain a quote to incorporate into the bid price. See contact information following.

<table>
<thead>
<tr>
<th>Alaska Marines Lines</th>
<th>Main Contact</th>
<th>CC emails to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>4025 Delbridge Way SW</td>
<td>Don Hanson, Sales Manager</td>
<td>Kerri Hakoda, Sales</td>
</tr>
<tr>
<td>Suite 200</td>
<td><a href="mailto:donh@lynden.com">donh@lynden.com</a></td>
<td><a href="mailto:kerri@lynden.com">kerri@lynden.com</a></td>
</tr>
<tr>
<td>Seattle, WA 98106</td>
<td>206-369-1194 (cell)</td>
<td>206-300-9271 (cell)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tyler Harris, Sales</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="mailto:tharris@lynden.com">tharris@lynden.com</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>206-459-4261 (cell)</td>
</tr>
</tbody>
</table>
4. GENERAL CONDITIONS

The City has a right to determine the qualifications of any respondent to provide quality bid package as specified in this Request for Bids document and in the time frame desired by the City.

The City reserves the right, at its sole discretion, to reject any and all bid package submissions without prejudice to respondents, and to extend the opening date for receiving bid packages. The City reserves the right to accept the lowest bid price from one or more companies for the purchase of each of the three chemicals.

The City may accept one of the bids, subject to funds legally available and lawfully appropriated for the purposes set out in this Request for Bids document. The City will indicate its bid selection by a written Notice of Award, emailed or faxed to the successful respondent(s).

The successful respondent(s) shall comply with all applicable federal and state laws, City ordinances, and the rules and regulations of all authorities having jurisdiction over the fulfillment of the intended purchase as the purchase is described in this Request for Bids document.

Price for product shall include all costs associated with the purchase of the chemicals described herein, including shipping to Bethel, Alaska and local delivery to the sites specified. Prices shall include all Federal and State of Alaska taxes. This purchase is exempt from City Sales taxes.

Bid packages must be typewritten, legible, and in their original form. No copies will be accepted.

All bids must be valid for a minimum of thirty (30) days from bid opening date.

Bid Packages
Bid packages may be withdrawn or modified prior to the scheduled time for the bid opening or before any authorized postponement thereof. Any bid or bid modification received after the time and date specified shall NOT be considered. No respondent may withdraw a bid within thirty (30) days after the Opening Date. Conditional proposals will NOT be accepted.

Vendor in Good Standing
According to the Bethel Municipal Code 4.20.070: “No procurement contract may be awarded to a person, group, organization, or entity that is delinquent in the payment or collection of sales taxes, fees, charges, penalties, interest or other amounts that are due owing, or otherwise obligated to the City which is not remedied within ten (10) business days of notice to the selected bidder. See Bethel Municipal Code on City website (www.cityofbethel.org).

Instructions for Preparing and Submitting Bid Packages

1. Read the Request for Bids document. Direct technical questions about the project or questions about the RFB to the Finance Director Hansel Mathlaw by email only, at (hmathlaw@cityofbethel.net). At Mr. Mathlaw’s discretion, addendums to this RFB may be issued based on questions and comments received by May 30, 2016.
2. **Visit the City’s Website** at [www.cityofbethel.org](http://www.cityofbethel.org) and follow these links for all addenda associated with this Request for Bids document: Doing Business > Request for Bids/Proposals > RFB – Road Implements and Chemicals.

3. **Prepare** bid package by completing and signing: (1) Signature and Verification page (Attachment A), (2) Price Sheets (Attachment B), and Material Safety Data Sheets for water treatment plant chemicals that are part of this purchase.

4. **Submit** Bid Packages to the City of Bethel by the deadline.

**Hard Copy Submission**
Bid packages submitted in hard copy form must be in an envelope and marked, “Bid Package-Chemicals and Road Implements.” Bid packages must be received at the Bethel City Hall on or before the Opening Date and Time shown on the cover of this document.

**Mail complete proposal package to:**
Hansel Mathlaw, Purchasing Agent  
City of Bethel  
PO Box 1388  
Bethel, AK 99559

**Deliver bid package to:**
Hansel Mathlaw, Purchasing Agent  
City Hall, 300 State Highway  
Bethel, Alaska 99559

**Electronic Submission**
Bid packages may be submitted by fax or email. Bid packages submitted by email must be in either MS Word format or PDF format and sent to Hansel Mathlaw by email at (hmathlaw@cityofbethel.net) or by fax: 907-543-3817. In the subject line, put “Bid Package-Chemicals and Road Implements.” The City is not responsible for incomplete transmissions or unsuccessful delivery by electronic means. An email will be sent by the City acknowledging receipt of the bid package.

**Addenda and Notifications**
All addenda related to this RFB will be posted on the City’s website ([www.cityofbethel.org](http://www.cityofbethel.org)) and can be found by following these links: Doing Business > Request for Proposals/Bids > Addendum. Bidders are responsible for visiting the City’s website throughout the bid period to read and respond appropriately to information contained in addenda. Per Bethel Municipal Code 4.20.050 D. “Only a bid/proposal which acknowledges receipt of all addenda may be considered responsive.” Bidders must complete Attachment A, sign it, and submit it with their bid package as formal acknowledgement of addenda.

**Bid Package Contents**

Please submit the following items to the City by fax, email, mail, or private carrier on or before the deadline:

1. **Signature and Verification (Attachment A)**  
   Complete and sign Signature and Verification page.
2. Price Sheets (Attachment B)
Complete and sign Price Sheets.

**Evaluation of Bid Package**

All proposals submitted shall be good for a minimum of thirty (30) days. Criteria for the award shall be based on the lowest total price for the water treatment plant chemicals weighted at 25% and the lowest price per pound for road implements weighted at 75%. The City will award a contract to one company for the purchase of water treatment plant chemicals and road implements combined.

United Pools, Inc. will review the price information submitted for the purchase of pool chemicals and will decide independent of the City, whether to act and initiate a purchase. There is no guarantee that pool chemicals will be purchased through this bid process.

**Timeline**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 16, 2016</td>
<td>RFB Issued</td>
</tr>
<tr>
<td>May 30, 2016</td>
<td>Deadline to submit questions about RFB and what is expected in bid package preparation and submission.</td>
</tr>
<tr>
<td>June 6, 2016</td>
<td>Bid packages due at City Hall by 4:00 pm. Once opened, a list of companies that submitted bid packages and bid tabulations will be made public.</td>
</tr>
<tr>
<td>June 7, 2016</td>
<td>Bid packages evaluated and selection made.</td>
</tr>
<tr>
<td>June 14, 2016</td>
<td>Bethel City Council will consider approving contract and/or purchase order for this purchase.</td>
</tr>
<tr>
<td>June 15, 2016 –</td>
<td>Anticipated contract performance period.</td>
</tr>
<tr>
<td>October 3, 2016</td>
<td></td>
</tr>
</tbody>
</table>

The City reserves the right to adjust the timeline with notice to prospective bidders through the issuance of an addendum available on the City’s website (www.cityofbethel.org > Doing Business > Request for Bids/Proposals).

**Complaints**

Protests regarding any alleged improprieties or ambiguities in this request for bids document must be filed with the purchasing agent at least (10) business days before the due date for bid packages. Failure to meet this timeline shall constitute a waiver of the protesting party’s rights and bar any further action regarding this matter. Additional information regarding the rights and remedies available to interested parties can be found on the City’s website at www.cityofbethel.org, Section 4.20 (Purchasing).
Attachment A

SIGNATURE AND VERIFICATION

By signing below, I hereby acknowledge the following:

1. Bidder, nor any of their representatives or third party mandated by Bidder, has attempted to contact City representatives or members of the selection committee for the purpose of influencing their choice, judgment or recommendation relating to the contract, or with members of the City Council to influence their decision;

2. Bidder has produced the bid package without collusion, communication, agreement or arrangement with a competitor with regards to price, methods, factors or formulas for setting prices, to the decision to submit a bid package or to present a bid package that does not comply, directly or indirectly, with specifications contained in the Request for Bids;

3. Neither the bidder nor any of its representatives engaged in discrimination, intimidating measures, influence peddling or corruption or entered into any form of collusion, communication, agreement or arrangement with other suppliers or third parties relating to a contract with the City of Bethel.

Acknowledgement of Receipt of Addenda

4. I hereby acknowledge receipt of any and all addenda.

________________________________________
Signature                                    Date

________________________________________
Printed Name

To find addenda, please visit the City of Bethel’s website at www.cityofbethel.org > Doing Business > Request for Proposals/Bids > Addendum.
Attachment B

PRICE SHEET

CHEMICALS FOR WATER TREATMENT

A. Price Sheet Instructions
Provide information requested below. Be descriptive in Quantity blank. Use additional pages, if necessary. Price should include shipping and all related costs associated with the purchase of each chemical. Print legibly.

<table>
<thead>
<tr>
<th>Quantity and weights of material (e.g., 1.5 supersacks @ 2,500 lbs. each)</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Potassium permanganate (3,750 pounds)</td>
<td></td>
</tr>
<tr>
<td>Sodium fluoride (600 pounds)</td>
<td></td>
</tr>
<tr>
<td>Calcium hypochlorite hydrated (15,000 pounds)</td>
<td></td>
</tr>
</tbody>
</table>

Price Adjustment if all three chemicals ordered from your company

Total Purchase Price for All Three Chemicals

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PRICE SHEET

CALCIUM CHLORIDE AND SODIUM CHLORIDE

A. Price Sheet Instructions
1. Provide information requested below. Be descriptive in Quantity blank (e.g., 200 supersacks @ 2,700 lbs. each). Use additional pages, if necessary. Print legibly.

Delivered to Bethel City Shop at 1155 Ridgecrest Drive, Bethel, AK 99559.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calcium Chloride</td>
<td></td>
</tr>
<tr>
<td>Sodium Chloride</td>
<td></td>
</tr>
</tbody>
</table>

Total
B. SIGNATURE AND VERIFICATION
Pursuant to and in compliance with the City of Bethel’s Request for Bids document, the undersigned hereby proposes to sell to the City the amount of each chemical and road implement listed on previous page, composed of the ingredients specified and corresponding percentages, at the price specified. Seller will assure delivery to Bethel, Alaska and to the local sites specified herein. Vendor also agrees to sell to United Pools, Inc. pool chemicals at the price quoted on this page.

<table>
<thead>
<tr>
<th>Respondent</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name (printed):</td>
<td>Title:</td>
</tr>
<tr>
<td>Company Name and Mailing Address:</td>
<td>Telephone Number:</td>
</tr>
<tr>
<td></td>
<td>Fax Number:</td>
</tr>
<tr>
<td></td>
<td>E-mail Address:</td>
</tr>
<tr>
<td>Signature:</td>
<td></td>
</tr>
</tbody>
</table>

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PRICE SHEET

POOL CHEMICALS

A. Price Sheet Instructions
1. Provide information requested below.

Delivered to the YK Fitness Center at 267 Akiachak Street, Bethel, AK 99559.

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calcium hypochlorite briquettes</td>
<td>128 buckets of 50 lb. each.</td>
</tr>
<tr>
<td>Muriatic Acid</td>
<td>4 drums of 55 gallons each.</td>
</tr>
</tbody>
</table>

Total