

October 23, 2024

Prospective Bidders

RE: Louisville Water & Wastewater Treatment Plants –Treatment Chemicals Request for Quotes

The City of Louisville (City) is seeking quotes from qualified contractors for water and wastewater treatment process chemicals to be purchased for the 2025 calendar year. Bids must include all charges for war-risk insurance, tolls, wharfage, demurrage, and warehousing. **All barrel, tote and bulk containers must be returnable to the vendor; any charges for these services must be defined in the quotes. Additionally, if there are surcharges or disparate charges for deliveries of totes or barrels verses bulk shipments, they must be clearly called out in the bid.** Chemical supply services and deliveries shall begin in January 1, 2025 on an as needed basis.

All deliveries must be Free On Board. The City has two Water Treatment Plants and one Wastewater Treatment Plant.

The City's Water Treatment Plants are located at 1955 North Washington Street and 7000 Marshall Road. Large loads, including tanker trucks, are occasionally split between both plants where noted with an asterisk on the chemical table listed below. **Any additional charges or limitations for splitting loads must be clearly called out in the bid.** Deliveries will be accepted Monday through Friday from 7:00 am until 4:00 pm.

The Wastewater Plant is located at 1555 Empire Road, Louisville, CO 80027. Deliveries will be accepted Monday through Friday from 7:00 am until 3:00 pm.

No weekend or after hour deliveries will be accepted at any of the City's plants. The City reserves the right to test any and all chemicals before accepting deliveries. Damaged, broken, or ruptured container deliveries will be refused at the City's discretion. Deliveries will also be refused if the City determines that undue labor is required or unsafe conditions exist caused by a vendor's delivery. The City will not pay charges for the returns of damaged shipments. Delivery vehicles must be capable of efficient and safe unloading at all of the City's plants since we do not have any loading docks. Delivery operator shall be responsible for cleanup of all spillage, contaminated matter, and the removal of all contaminated cleanup matter. Where applicable, **all trucks will need to have tailgate lifts for unloading purposes as forklifts are not available.** The City will not pay charges for the returns of damaged shipments.

All chemicals for the Water Treatment Plants must meet AWWA standards and be NSF certified for Drinking Water use. **A current NSF certification must be included for each chemical in the bid for the Water Treatment Plants.**

The Wastewater Plant uses a 2004 Alfa-Laval model ALDEC 506-G2-60 Centrifuge and a Hycor ThickTech Unit Model RDT200 Drum Thickener.

The 2025 estimated quantities are listed below. The estimates given are for informational purposes only and shall not be deemed to guarantee either a minimum amount or restrict the maximum amount to be furnished. **Lead times for deliveries and pricing stipulations, including terms of guaranteed pricing shall be clearly stated in the bid package.** All payments will be made based

on unit pricing and will be consistent with City of Louisville Financial Policies. Previous bid information can be obtained by request through:

<https://www.louisvilleco.gov/local-government/government/departments/city-clerk-s-office/public-records-requests>.

Quotes should be prepared and submitted via post mail. Quotes will be accepted until **2:00 PM Mountain Time on November 15, 2024**. Late quotes will not be accepted. No quotes may be withdrawn within a period of sixty (60) days after the quote deadline. Quotes shall be submitted in a sealed envelope and labeled “**City of Louisville – WTP & WWTP Treatment Chemicals RFQ**”, and be delivered to:

Greg Venette
 Utilities Superintendent
 City of Louisville Water Treatment Plant
 1955 N Washington Ave.
 Louisville, Colorado 80027

Questions can be directed to:

Greg Venette
 303-335-4790
gvenette@louisvilleco.gov

Quote Submission Schedule		
Event	Date	Time
First Advertisement	October 30, 2024	N/A
Second Advertisement	November 1, 2024	N/A
Inquiry Deadline	November 11, 2024	2:00 pm
Final Response to Inquiries	November 13, 2024	2:00 pm
RFQ's Due	November 15, 2024	2:00 pm

WTP Chemicals				
Note	Chemical	Quantity	Units	Standards
*	Aluminum Chlorohydrate	25,000	gal	ANSI/AWWA B408-98
*	Aluminum Sulfate	75,000	gal	ANSI/AWWA B403-98
*	Sodium Chlorite 25%	10,000	gal	ANSI/AWWA B303-00
*	Caustic Soda (Bulk)	25,000	gal	ANSI/AWWA B501-98
*	Sodium Silicofluoride 50 lb. Bags	300	bags	ANSI/AWWA B702-99
*	Sodium Silicate (liquid) Bulk	25,000	gal	ANSI/AWWA B404-98
	Sodium Hypochlorite 10%	3,000	gal	ANSI/AWWA B300-99
	Food Grade Salt 50 lb. Bags	3000	Bags	ANSI/AWWA B300-99
	Hydro Chloric Acid 22 Baume in 55 Gallon Drums	60	Drums	ANSI 60 / ASTM E 1146-08
* Option for bulk loads split between two plants				

WWTP Chemicals		
Chemical	Quantity	Units
CLARIFLOC C-6276 or equivalent liquid polymer	28,000/3,357	lbs/gal
CLARIFLOC C-6255 or equivalent liquid polymer	28,000/3,357	lbs/gal
Aluminum Sulfate	5,500	gal
Sodium Hypochlorite 10%	1,300	gal
Sodium Bicarbonate	14,000	lbs

Pricing in bid shall be in price per gallon for liquid chemical and dry pounds for solid chemical.

Standard Terms and Conditions

When preparing a proposal for submission in response to this RFQ, contractors should be aware of the following terms and conditions which have been established by the City of Louisville:

- This request for quotes is not an offer to contract. The provisions in this RFQ and any purchasing policies or procedures of the City are solely for the fiscal responsibility of the City, and confer no rights, duties or entitlements to any party submitting quotes. The City of Louisville reserves the right to reject any and all quotes, to consider alternatives, to waive any informalities and irregularities, to abandon the project and this RFQ at any time, and to re-solicit quotes.
- Contractor acknowledges that any potential expenditure incurred by selected firm outside the current fiscal year is contingent upon appropriation, budgeting, and availability of specific funds for such proposed expenditure. The current fiscal year for this bid ends on December 31, 2024.
- The City of Louisville reserves the right to conduct such investigations of and discussions with those who have submitted quotes or other entities as they deem necessary or appropriate to assist in the evaluation of any quote or to secure maximum clarification and completeness of any quotes.
- The successful proposer shall be required to sign a contract with the City in a form provided by and acceptable to the City. The contractor shall be an independent contractor of the City.
- The City of Louisville assumes no responsibility for payment of any expenses incurred by any proponent as part of the RFQ process.

All responses to this RFQ become the property of the City upon receipt and regardless of selection or rejection, and will not be returned, except that the City may return late responses submitted after the response deadline. Any trade secrets or confidential commercial or financial information submitted with any response is subject to potential disclosure, and submitting it constitutes proposer’s waiver of any recourse against the City in respect to disclosure and proposer’s agreement to indemnify the City for any costs, legal fees or expenses incurred in

relation to any proceeding concerning disclosure of such information. Any trade secrets or confidential commercial or financial information submitted with a response shall be clearly segregated and marked; provided, however, that neither cost information nor the total RFP will be considered proprietary. The City will notify the vendor of any request for disclosure of information so segregated and marked that may be subject to nondisclosure, and it will be the responsibility of the vendor to object and to pursue any legal actions pursuant to Colorado law. A vendor shall notify the City within 24 hours of notification by City of request for disclosure of the vendor's objections to disclosure and the vendor's intent to pursue lawful protection under Colorado law.