

### **NOTICE TO BIDDERS**

The Fox River Water Reclamation District in South Elgin, Illinois is accepting bids from chemical suppliers for a chemical supply contract for the bulk purchase of liquid sodium hypochlorite for use in wastewater disinfection. Sealed bids will be accepted until April 12, 2023 at 2:00PM at which time they will be opened and publicly read. Interested bidders should contact Jack Russell at (847) 429-4056 for complete bid specifications. The sealed bids should be mailed or delivered to the Fox River Water Reclamation District located at 1957 N. LaFox, South Elgin, IL, 60177.

## Specifications

The Fox River Water Reclamation District (FRWRD) is seeking suppliers of sodium hypochlorite to submit bids for a contract for the bulk purchase of the chemical. Except in the event of a default by the seller, supply disruptions, or other extraordinary circumstances, FRWRD shall purchase sodium hypochlorite exclusively from the successful bidder for the duration of the contract. Disinfection at our facilities is seasonal and therefore the bulk purchases of sodium hypochlorite will be almost entirely between the months of April and October.

Bidders are asked to submit a single delivered price for a fixed price contract which will begin upon the execution of a signed contract in April, 2023 and expire on March 31, 2024 on the bid form. Price shall remain firm for the length of the contract. The contract may be extended by an additional year at the bid price upon mutual agreement of FRWRD and the successful bidder.

The sodium hypochlorite must be at least 12.5% by weight sodium hypochlorite and must meet NSF/ANSI Standard 60. A typical lot analysis, product specification sheet, and SDS sheet must be included with the bid.

FRWRD will issue the successful bidder a standing purchase order for each facility at the beginning of the contract that shall be used for all deliveries to that facility. The standing purchase order will be reissued yearly. FRWRD is a tax exempt organization and no sales taxes shall be charged. Deliveries shall be made between the hours of 8:00AM and 2:00PM, Monday through Friday to the site designated by the order within 5 days notice from FRWRD to the seller. Bid prices shall include the cost of delivery.

The delivery truck shall provide the necessary hoses, pumps, and adapters for the transfer of the chemical to the storage tanks. The transfer of the chemical to the storage tanks is the responsibility of the delivery truck personnel. The delivery truck personnel must be fully trained in the safe transfer of the chemical and must be in continuous attendance during the transfer. If spills occur they are to be cleaned up immediately by the delivery personnel at no additional cost to FRWRD.

By submission of bid, the supplier guarantees the product offered will meet the quality of standards as tested for the term of the contract. FRWRD reserves the right to conduct periodic checks on the quality and performance of the product furnished under this contract or have it tested by outside sources. Failure of the supplier to provide a product which meets the standards of quality, delivery, or service as defined herein are grounds for termination of the contract. In the event that a shipment of product does not meet specifications, the supplier will remove, clean, and dispose of the product at their expense. The product must be removed by the supplier upon written notification by FRWRD.

The bid price shall include the cost of yearly training of FRWRD employees on the safe handling procedures for sodium hypochlorite. The training shall consist of at least a one hour session covering at a minimum the procedures for the safe transfer of sodium hypochlorite and the proper use of personal protective equipment.

Upon the execution of a signed contract the successful bidder shall provide FRWRD an insurance certificate showing complete liability coverage of not less than \$2,000,000 is carried by the seller. Pollution coverage shall also be provided on the insurance certificate and the Fox River Water Reclamation District shall be listed as additionally insured.

FRWRD reserves the right to waive any informalities or irregularities in the bidding, or reject any or all bids and to accept that bid or bids which are deemed to be in the best interest of the District.

The successful bidder shall supply with their bid a list of at least three customer references who are presently using their product. Include the company name, name of contact, and telephone number for each reference.

The sodium hypochlorite shall be delivered in bulk to the following two facilities:

#### **Albin D. Pagorski Water Reclamation Facility**

This facility was formerly called the South Treatment Plant and has the following delivery address:

Albin D. Pagorski Water Reclamation Facility  
Raymond St. & Purify Drive  
Elgin, IL 60120

This facility has two 9,800 gallon storage tanks for the sodium hypochlorite. The estimated annual usage is approximately 65,000 gallons of sodium hypochlorite. The minimum order will be for 4,500 gallons.

#### **North Water Reclamation Facility**

This facility has the following delivery address:

North Water Reclamation Facility  
Clifford Ave. & Frazier Ave.  
Elgin, IL 60123

There are two 2,500 gallon storage tanks for sodium hypochlorite and the estimated annual usage is 14,000 gallons. The minimum order will be for 3,000 gallons.

**Bidders are asked to use the information above to come up with a single price per gallon for the contract.**

**FOX RIVER WATER RECLAMATION DISTRICT  
SODIUM HYPOCHLORITE BID FORM**

Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Delivered price (in US\$) are submitted for the following:

	<b>April, 2023 – March 31, 2024 Fixed Price Contract (\$/gallon)</b>
<b>Sodium Hypochlorite minimum 12.5 % by weight Sodium Hypochlorite</b>	

Company Representative

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

To be eligible for bidding, this document, fully completed, must be received by 2:00PM, April 12, 2023 at:

The Fox River Water Reclamation District  
1957 N. LaFox  
South Elgin, IL 60177

Please seal your bid in an envelope clearly marked with “Sodium Hypochlorite Bid Form Enclosed”.