

**City of Conneaut**  
**2018 Commodites Bid Form**

**Bid Due Date:** Friday, November 10, 2017 at 11:00 AM.

**Bids must be delivered to the following address:**

City Manager  
294 Main Street  
Conneaut, OH 44030

Bids shall be submitted in a sealed envelope plainly marked as follows:

CITY OF CONNEAUT BID FOR: (insert the commodity you wish to bid on). The City reserves the right to decide the quantity of materials. The City reserves the right to reject any and all bids and to accept the bid which it considers most advantageous.

Bids must give the full name of every firm, partnership, corporation or individual submitting the bid.

Each individual bid must be accompanied by an individual certified check or bid bond in the amount of \$50.00 per bid, to guarantee that a contract will be entered into and fulfilled. Should any bid be rejected, such check or bid bond will be returned upon the proper execution and securing of the contract. Specifications are available in the City Manager's Office.

Bid, in accordance with the attached specifications are to be in a sealed packet marked with the commodity(s) and the company name. Bids must be received on or prior to the above referenced date and time or opening. Bids will be opened and read aloud at approximately 11:01 AM, November 10, 2017, in the City Manager's conference room at the above referenced address. Please fill out bidders information and the commodity(s) bidding upon.

**Anti-collusion statement:** The below signed bidder has not divulged to, discussed, or compared their bid with other bidders and has not colluded with any other bidder or parties to a bid whatever. (Note: No premiums, rebates or gratuities permitted either with, prior to, or after any delivery of item(s) or service(s). Any such violation will result in cancellation, and/or return of the item(s) (as applicable) and removal from Bid List(s)

We(I) the below signed hereby agree to furnish the below identified commodity for the price(s) and terms stated subject to all instructions, conditions, specifications, and all attachments hereto. We (I) have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, we (I) officially accept a contract if approved by the City and such acceptance covers all terms , conditions and specifications of this proposal: and we (I) hereby agree that we (I) will make available for audit to appropriate City Official any applicable records pertinent to a resulting order and/or contract for verification of pricing per terms of purchase agreement.

| <b>Bidders Information</b>  |        |           |
|-----------------------------|--------|-----------|
| Company Name :              |        |           |
| Address:                    |        |           |
| City:                       | State: | Zip Code: |
| Phone :                     | FAX :  |           |
| email Address:              |        |           |
| Authorized Representative : |        | Title :   |
| Signature :                 |        | Date :    |

**2018 Commodities:** The City of Conneaut will receive bids for the following commodities for the period of January 1, 2018 through December 31, 2018. Please fill-in the the below requested information for the commodity(s) bidding. Any questions on specifications should be directed to its respective department. Deliveries that use skid or palleted commodities must use a truck equipped with lift-gate.

Mark an X in the "bid" box associated with the commodity you are bidding. \* This quantity is based upon an estimate and the City reserves the right to accept or change the quantity.

| General Administration            | Bid | *Qty. | Unit of Measure | Unit Price | Unit Price in words | Total Price |
|-----------------------------------|-----|-------|-----------------|------------|---------------------|-------------|
| Concrete                          |     |       | per yard        |            |                     |             |
| Low Strength Mortar/Flowable fill |     |       | per yard        |            |                     |             |
| Gasoline                          |     |       | per gallon      |            |                     |             |
| Diesel Fuel On-Road               |     |       | per gallon      |            |                     |             |
| Diesel Fuel Off-Road              |     |       | per gallon      |            |                     |             |
| Mowing                            |     |       | See attach. A   |            |                     |             |
| Trash Hauling                     |     |       | See attach. B   |            |                     |             |

For questions contact: Brian Bidwell, Wastewater Superintendent (440)593-7434

| Public Works Department | Bid | *Qty. | Unit of Measure | Unit Price | Unit Price in words | Total Price |
|-------------------------|-----|-------|-----------------|------------|---------------------|-------------|
| Type 2 Medium Asphalt   |     |       | per ton         |            |                     |             |
| Hot Mix Asphalt         |     |       | per ton         |            |                     |             |
| Cold Mix Asphalt        |     |       | per ton         |            |                     |             |
| 404 Wearing Asphalt     |     |       | per ton         |            |                     |             |
| Asphalt Emulsions       |     |       | per gallon      |            |                     |             |
| SS1 Tack                |     |       | per gallon      |            |                     |             |
| 301 Base                |     |       | per ton         |            |                     |             |
| Manufactured Brine      |     |       | per gallon      |            |                     |             |

For questions contact: Brian Bidwell, Wastewater Superintendent (440)593-7434

| Water Treatment Department        | Bid | *Qty. | Unit of Measure | Unit Price | Unit Price in words | Total Price |
|-----------------------------------|-----|-------|-----------------|------------|---------------------|-------------|
| Aluminum Sulfate (Liquid Alum)    |     |       | per gallon      |            |                     |             |
| Activated Carbon                  |     |       | per lb.         |            |                     |             |
| Hydrofluorsilicic Acid (Flouride) |     |       | per gallon      |            |                     |             |
| Sodium Hypochlorite               |     |       | per gallon      |            |                     |             |
| Potassium Permanganate            |     |       | per lb.         |            |                     |             |
| Orthophosphate 36%                |     |       | per lb.         |            |                     |             |
|                                   |     |       |                 |            |                     |             |

For questions contact: Richard Neubauer, Water Treatment Department (440)593-7437

| Wastewater Treatment Plant  | Bid | *Qty. | Unit of Measure       | Unit Price | Unit Price in words | Total Price |
|-----------------------------|-----|-------|-----------------------|------------|---------------------|-------------|
| Sodium Bisulfite            |     |       | per gallon            |            |                     |             |
| Liquid Sodium Aluminate 38% |     |       | per gallon            |            |                     |             |
| Chlorine Gas                |     |       | * per lb.             |            |                     |             |
| Sludge-Hauling              |     |       | dry/ton for cake      |            |                     |             |
|                             |     |       | per gallon for liquid |            |                     |             |

For questions contact: Brian Bidwell, Wastewater Superintendent (440)593-7434

### Commodities Specifications

#### GENERAL ADMINISTRATION

|                                   |   |
|-----------------------------------|---|
| Concrete-                         | Contact: Brian Bidwell, Wastewater Superintendent (440)593-7434 |
| Low Strength Mortar/Flowable Fill | Contact: Brian Bidwell, Wastewater Superintendent (440)593-7434 |
| Gasoline-                         | * Standard 87 Octane (no E85 Ethanol)                           |
| Mowing-                           | See Attach. A   |
| Trash Hauling-                    | See Attach. B   |

#### PUBLIC WORKS DEPARTMENT

|                       |   |
|-----------------------|---|
| Type 2 Medium Asphalt | ODOT specified  |
| Hot Mix Asphalt       | ODOT specified  |
| Cold Mix Asphalt      | ODOT specified  |
| 404 Wearing Asphalt   | ODOT specified  |
| Asphalt Emulsions     | ODOT specified  |
| SS1 Tack              | Contact: Brian Bidwell, Wastewater Superintendent (440)593-7434 |
| 301 Base-             | Contact: Brian Bidwell, Wastewater Superintendent (440)593-7434 |
| Manufactured Brine    | Contact: Brian Bidwell, Wastewater Superintendent (440)593-7434 |

#### WATER TREATMENT DEPARTMENT-

The following commodities must be delivered to the Water Treatment plant at 770 Lake Road, Conneaut, OH. Deliveries that use skid or palleted commodities must use a truck equipped with lift-gate.

|                                |   |
|--------------------------------|---|
| Aluminum Sulfate (Liquid Alum) | <ul style="list-style-type: none"><li>* Materials will consist of 48.5% AL<sub>2</sub> (SO<sub>4</sub>)<sub>3</sub> 14H<sub>2</sub>O Water</li><li>* Materials will conform with the American National Standards Institute/National Sanitation Foundation (ANSI/NSF) standard 60 or 61</li><li>* Usage for the year should consist of approx. five tanker loads or 22,500 gallons</li><li>* Material must be delivered to the Water Treatment Plant in 4500 gallon tanker truck</li></ul> |
| Activated Carbon               | <ul style="list-style-type: none"><li>* Materials will consist of 50lb. Bags</li><li>* Approx. usage for the year should consist of 80 bags.</li><li>* Each shipment must consist of 40 bags</li></ul>  |

**Hydrofluosilicic Acid (Fluoride)**

- \* Material will consist of 15 gallons/155 lb plastic containers
- \* Approx. usage for the year should consist of 160 containers
- \* Each shipment will consist of 30 containers per shipment

**Sodium Hypochlorite**

- \* Materials will consist of 1500 gallons per load
- \* Approx. usage for the month will be 1,500 gallons
- \* This material must be delivered to the Water Treatment Plant at 770 Lake Road, Conneaut, OH in a truck with a pump and be able to pump directly into a bulk tank.

**Potassium Permanganate**

- \* Material will consist of purple granular material in 115lb. Containers
- \* Approx. usage for the year should consist of one (1) shipment of 10 containers

**Orthophosphate 36%**

- \* Material will consist of a blended orthophosphate with a concentration of 36% orthophosphate
- \* Polyphosphate will not be accepted
- \* Material must conform with the American National Standards Institute/National Sanitation Foundation (ANSI/NSF) standard 60 or 61
- \* Approximate usage for the year should consist of 40 containers
- \* Each shipment will be a minimum of 10 containers per shipment and in 30 gallon containers

**WASTEWATER TREATMENT PLANT**

Deliveries that use skid or palleted commodities must use a truck equipped with lift-gate.

**Sodium Bisulfite**

- \* Reduce Sodium Bisulfite 38%

**Liquid Sodium Aluminate 38%**

- \* Liquid Sodium Aluminate (38%)

**Chlorine Gas**

- \* Material will consist of 150 lb. cylinders of chlorine gas

**Sludge Pressing & Hauling**

Liquid stabilized Sludge and wet tonnage shall be included at the same rate using the following formula for conversion to dry tonnage.

\*

Converting Wet Tons to Dry Tons:  $DT=WT \times \%TS$  (in decimal form 100%=1)

- \* When running cake a daily composite is collected off the press and sent out to our outside lab to determine the %TS for billing for the day.

\*\* Please include price for liquid

*\* Please note this Invitation to bid has the following specific insurance requirement for **Sludge Hauling**, in addition to the general insurance requirements, with verification to be provided to the City with your bid package: Pollution Liability Insurance in an amount not less than \$2,000,000.00. Also, please note the following specific equipment requirement: Bidder must provide the City with evidence of ownership of at least two (2) portable dewatering belt filter presses with the bid package. Note that this bid is for a period of 5 years with an option to renew for an additional 5 years. Through the life of the contract if fuel goes above \$4.00/gal you will be able to charge for the overage on fuel used only.*

## ATTACHMENT A

### SPECIFICATIONS FOR CONTRACTUAL MOWING

#### GENERAL INFORMATION

**1. Factors Considered in Awarding**

Price will not be the only consideration in making the award. Contractors will be evaluated on the basis of price, experience in commercial mowing, City's past experience with service, vendors past performance, and the City's evaluation of the vendor's ability.

**2. Contract Duration**

The contract will run from April 1, 2017 until November 15, 2017.

**3. Contract Commencement**

The Contractor will be given written notice with addresses and/or parcel numbers of sites to be mowed along with any additional information needed such as cleaning up trash/debris etc. that may be located on the property and possible trees/bushes that may need to be trimmed.

**4. Primary Responsibility**

The Contractor shall not sub-contract any portion of their contract.

**5. Insurance**

The successful bidder shall comply with all City insurance requirements

**6. Payment to the Contractor**

After the completion of the service, the contractor shall render to the Code Enforcement Officer an itemized invoice for work done. Such invoice shall include either the address and/or parcel number, and an individual charge for each property. Any dispute as to the payment of the square foot fee shall be resolved by using the square footage for the lot that is previously on file with the Ashtabula County Auditor's Office.

#### **MINIMUM SPECIFICATIONS FOR CONTRACT MOWING**

1. Contractors shall furnish all equipment necessary to complete the contractual obligations.
2. Contractors shall remove all debris and litter from the premises and dispose of properly. Limbs, branches and other organic matter are also to be removed from the premises and may be disposed of at the City's Compost Site.
3. The City shall inspect mowing locations to verify quality of work performed and shall notify the contractor within twenty-four (24) hours of inspection of unacceptable performance. Corrections are to be made within seventy-two (72) hours.
4. The Contractor is required to provide and utilize all necessary personal safety equipment.
5. The Contractor will be solely responsible for damages to trees, plants, shrubs, turf, buildings and any other private or public property. Contractor-induced damage shall be rightfully corrected immediately at the contractor's expense. All damages shall be reported with twenty-four (24) hours to the City of Conneaut's Code Enforcement Officer.

6. Contractors shall adjust the mowers to cut at a height of no more than three (3) inches except for tracts over 2 acres, no more than 4.5" minimum. Trimming will be required in the maintenance of all specified areas and cut to a height equal to or less than the height of all mowed areas. Edges will be required in the maintenance of specified areas that adjoin curb and sidewalks. All cuttings shall be removed from sidewalks, streets and curbs. Material shall not be blown or swept into streets or drainage inlets.

## ATTACHMENT B

### TRASH HAULING

#### Description and places of pick-up

- |    |                             |   |
|----|-----------------------------|---|
| 1. | City Hall                   | Three yards twice a week                |
| 2. | Fire Department - Station 3 | One yard once a week                    |
| 3. | Water Department            |   |
|    | (a) Clark Street            | One yard once a week                    |
|    | (b) Water Filtration Plant  | Two yards once a week                   |
| 4. | Wastewater Treatment Plant  |   |
|    | (a) By Grit Tank            | 2 (two) Two yard containers once a week |

#### Seasonal places of pick-up

- |    |                                     |   |
|----|-------------------------------------|---|
| 5. | Public Works Department<br>Cemetery | Six yards once a week<br>Two yards once a week<br>April 1, 2018 through October 31, 2018  |
| 6. | Recreation Board                    |   |
|    | (a) Lakeview Park, first base       | Two yards once a week<br>April 1, 2018 through September 30, 2018   |
|    | (b) Lakeview Park and trailer park  | Two yards once a week<br>April 1, 2018 through October 31, 2018   |
|    | (c) Malek Park                      | Two yards once a week<br>April 1, 2018 through September 30, 2018   |
|    | (d) Creek Road Covered Bridge       | One 55 gallon can twice a week<br>April 1, 2018 through October 31, 2018  |
|    | (e) Center Road Bridge              | One 55 gallon can twice a week<br>April 1, 2018 through October 31, 2018  |
| 7. | Trash Receptacles<br>C/O City Hall  | 24 trash receptacles at various locations<br>throughout the City, to be emptied twice a<br>week - pick-up days to be set by City of<br>Conneaut |

PLEASE NOTE: Individual billing will be required for each department.

Seasonal dumpsters in the parks and cemeteries must be removed after each season.

## Attachment B

### Trash Hauling:

Individual billing will be required for each department.

Seasonal dumpsters in the park and cememteries must be removed after each season.

| Receptacles | 1 pick | Unit price in words | 2 pick | Unit price in words |
|-------------|--------|---------------------|--------|---------------------|
|             |        |                     |        |                     |
|             |        |                     |        |                     |

| Dumpster | 1 pick | Unit price in words | 2 pick | Unit price in words |
|----------|--------|---------------------|--------|---------------------|
| 1 yard   |        |                     |        |                     |
| 2 yard   |        |                     |        |                     |
| 3 yard   |        |                     |        |                     |
|          |        |                     |        |                     |

| Roll-Off | Unit Price | Unit price in words |
|----------|------------|---------------------|
| 20 yards |            |                     |
| 30 yards |            |                     |
| 40 yards |            |                     |