

**KITSAP COUNTY DEPARTMENT OF PUBLIC WORKS  
WASTEWATER DIVISION**

**2010 POLYMER**



**INVITATION TO BID  
FORMAL BID # 2010-108**



**FORMAL BID 2010-108  
KITSAP COUNTY DEPARTMENT OF  
PUBLIC WORKS - WASTEWATER DIVISION  
2010 POLYMER**

**BID SUBMISSION TIME & LOCATION**

**APRIL 19, 2010 @ 2:30 PM**

**Mailing Address:**

614 Division Street MS-7  
Port Orchard, WA 98366

**Physical Address:**

Administration Building  
4<sup>th</sup> Floor  
619 Division Street  
Port Orchard, WA 98366

**BID OPENING TIME & LOCATION**

**April 19, 2010 3:00 PM,**  
KC Administration Building 4th Floor  
Port Madison Conference Room  
619 Division Street  
Port Orchard, WA 98366

The Kitsap County Purchasing Office will receive sealed bids for the Public Works Department, Wastewater Division, up to 2:30 PM on Monday, April 19, 2010. Bids will be received in the Purchasing Office located at, 619 Division Street, Port Orchard, Washington 98366. ***Bids will be publicly opened and read aloud in the Kitsap County, Port Madison Conference Room, 4<sup>th</sup> Floor, 619 Division Street, Port Orchard, Washington at 3:00 PM the same day.*** After the review process has been completed, a bid tabulation will be available for public inspection.

Prospective Bidders are hereby notified that they are solely responsible for ensuring timely delivery of their bid to the Kitsap County Purchasing Office on or before the bid **submission** date and time indicated above.

Additional information maybe found on the Kitsap County Web site [www.kitsapgov.com](http://www.kitsapgov.com). If you have questions please contact R'Lene J. Orr at 360-337-4410 or [rorr@co.kitsap.wa.us](mailto:rorr@co.kitsap.wa.us).

Kitsap County reserves the right to reject any all bids and to waive informalities or irregularities.

**DESCRIPTION:**

The County is soliciting for the supply and delivery of liquid polymer to the Waste Treatment Facility for dewatering anaerobic digested sludge form. Projected usage is approximately 115,000 pounds or more of Liquid Polymer in returnable containers. For delivery throughout 2010, F.O.B., destination. Contract period may be for a three-year period negotiated in one-year increments. There are no guaranteed minimum or maximum amounts. Bidders shall guarantee delivery within seven (7) calendar days from notification of a shipment request, by phone, from Central Kitsap Treatment Plant employees. All applicable government and local agency requirements apply.

## **Bid Bond**

All bids shall be accompanied by a bid deposit of five percent (5%) of the total bid, to be received in the form of a surety bond, certified check or cashier's check, as described in RCW 39.34. Checks must be payable to the Kitsap County Treasurer. Business or personal checks will not be accepted.

## **NOTICE TO BIDDERS:**

All bid proposals shall be accompanied by a Certificate of Liability Insurance. The successful bidder shall also be required to submit a photocopy of their valid Washington State Contractor's Registration.

Bidders must correctly prepare and submit all required documents to the Kitsap County Purchasing Office. The following documents are required for a complete bid package:

- Certificate of Liability Insurance
- Bid Sheet
- Bid Deposit
- Addendum Receipt

Every item must be complete in all respects, including authorized signatures (notarized where required). Bidders shall acknowledge receipt of all addenda in the spaces provided. Failure to include all items may be cause for the bid to be rejected as non-responsive.

The Kitsap County Purchasing Office reserves the right to reject any or all bids for good cause, to waive any irregularities in any bid, and to delete certain items listed in the bid as set forth therein. When all bids have been rejected, the Purchasing Office may call for new bids.

Bidders are advised that all bids will likely be rejected if the lowest, responsible bid received exceeds the end-user's estimate by an unreasonable amount. In the event all bids are rejected for this reason, this project will be deferred for re-advertising until a more competitive situation exists, or until the user department's requirements are reduced.

The Specifications for the proposed work may be obtained from the Kitsap County Purchasing Office at 614 Division Street, Port Orchard, Washington, or by calling R'Lene J. Orr, Purchasing Manager at 360-337-4410. .

**Bids received after April 19, 2010 at 2:30 P.M., will not be considered.**

**BID PACKAGES SHALL BE SUBMITTED in a separate envelope and sealed. The bid number and title of the project (as indicated above), the date and time of bid opening, and the name and address of the bidder shall be clearly shown on the outside of the envelope.**

**Mail bid documents to:**           ATTN: R'Lene J. Orr  
Purchasing Office, MS-7  
Kitsap County  
614 Division Street  
Port Orchard, WA 98366

If bid documents are oversized, the yellow envelope may be taped to a larger envelope or mailing box; or hand-delivered Monday-Thursday, 8:00AM to 5:00PM, to the Purchasing Office, the Kitsap County Courthouse, 614 Division street, Port Orchard, Washington. **Faxed bids will not be considered.**

Bidding/purchasing process questions may be directed to either of the following persons listed below during business hours of 8:00Am to 5:00PM, Monday-Thursday, excluding holidays:

R'Lene J. Orr, Supervisor	360-337-4410
Linda Nelson, Buyer	360-337-7036

The award process will be subject to any preferences provided by law pertaining to Washington projects and vendors, taking into consideration the quality of the services rendered and the quality of the materials used, and their delivery. This award process will also provide that all bids may be rejected whenever there is reason to believe that the lowest, acceptable bid is not the best possible price obtainable. At this point the Purchasing Office may call for new bids.

**Cooperative Purchasing:** The Washington State Inter-local Cooperative Act 39.84 provides that other governmental agencies may purchase goods and services on this solicitation or contract in accordance with the terms and prices indicated, if all parties are willing.

Current solicitations and any addenda may be viewed by accessing the County's Procurement web site at [www.wa.gov/kitsap](http://www.wa.gov/kitsap).

## APPENDIX "A"

### TECHNICAL SPECIFICATIONS

#### POLYMER

#### INTRODUCTION

The county is soliciting bids for supplying liquid polymer to the Wastewater Treatment Facility for the purpose of dewatering anaerobic digested sludge from the Central Kitsap Wastewater Treatment Plant. Projected usage is expected to be approximately 115,000 pounds for one year.

The attached testing procedures and specifications provide the parameters in which the County will accept bids. Vendors who wish to bid on the annual requirements of polymers for wastewater sludge dewatering must comply with all testing and bid specifications.

#### SPECIFICATIONS

Scheduling for on-site bench tests and full-scale plant tests must be made with the County Wastewater Treatment Plant for testing on site for the weeks of:

- February 22 through February 26, 2010
- March 1 through March 5, 2010
- March 8 through March 12, 2010
- March 15 through March 19, 2010
- March 22 through March 26, 2010
- March 29 through April 2, 2010

Copies of the signed originals of this form must be submitted with this bid. All dates must be updated throughout the bid document.

Calculation forms must be completed on-site and countersigned by the Operations Supervisor or his designee. The signed originals of this form must be submitted with bid.

Successful bidder will be required to provide technical assistance for operator training and operations evaluation, concurrent with the initial delivery of polymers, at no extra charge to the county. Training shall not exceed four (4) hours.

All prices are to be F.O.B. Central Kitsap Wastewater Treatment Facility loading area.

Polymers are to be delivered to 12351 Brownsville Hwy, Poulsbo, WA 98370, in returnable containers and with pick-up services for returnable containers.

It is the intent of the County to award to the lowest responsive, responsible bidder based on the cost of polymer per dry ton to produce biosolids dewatered to a minimum 22 percent solids content while maintaining a maximum of 400 mg/L of TSS in the centrate.

During the term of this purchase contract, the supplier will ensure that the manufacturer's specification for product, as initially tested at time of award, will not vary or change.

**Additionally, should the sludge chemistry change for the County, the County reserves the right to re-negotiate the price of an appropriate polymer with the successful bidder.**

## APPENDIX "B"

### TESTING SPECIFICATIONS

#### POLYMER

1. Prior to field-testing, vendors' representatives shall perform bench tests on the plants' sludge to determine optimum polymer and dosage rate. No more than two (2) specific polymer product numbers can be field-tested per plant; only one item may be bid per plant.
2. Each bidder shall then be assigned a scheduled testing date (Monday through Wednesday) for a one day, full-scale plant test for each polymer tested. Vender will be required to provide a full drum of each polymer with a data sheet as well as any on site technical assistance to evaluate the testing at no charge to the county.
3. Polymer concentration will be prepared at approximately 0.5% active polymer solution concentration and post diluted to .1%. All test polymers will be prepared, and applied, at the same "active polymer" concentration.
4. All polymers will be tested with the same machine adjustments (backdrive settings), and at the same sludge flow rate.
5. A total of five discrete dosages will be applied to the feed sludge and the machine operated for 45 minutes at each dosage increment. At 30, and 45 minute intervals, samples will be taken at each dose. Two cake samples at each dosage analyzed separately for Total Suspended Solids (TSS) and the analytical results averaged. Two centrate samples will be composited and analyzed for TSS. The feed sludge will be collected half in the morning and half in the afternoon, and composited for one TSS analysis.
6. Pounds polymer per dry ton will be calculated from test results at each dose on the attached work sheets in appendix "C".
7. When laboratory results are available, (usually the day after samples are taken to the Lab.) the County will enter the results on the bid calculation form and forward the original to the Vendor.
8. The County may at its option buy more of a specific polymer, if necessary, for more detailed testing.

**APPENDIX "C"**  
**WORKSHEETS**

DATE \_\_\_\_\_

COMPANY \_\_\_\_\_

PRODUCT NUMBER \_\_\_\_\_

SAMPLE SET NUMBER \_\_\_\_\_

MI PER MINUTE RAW LIQUID POLYMER TO AGING TANK \_\_\_\_\_

WATER TO POLYBLEND, GPM \_\_\_\_\_

RATIO OF ACTIVE POLYMER INGREDIENTS \_\_\_\_\_

AGING TANK SOLUTION STRENGTH, % ACTIVE POLYMER \_\_\_\_\_

AGING TANK SOLUTION STRENGTH, % RAW POLYMER \_\_\_\_\_

POLYMER SOLUTION APPLIED, GPM \_\_\_\_\_

NEAT POLYMER APPLIED IN POUNDS PER MINUTE \_\_\_\_\_

SLUDGE FEED RATE, GPM \_\_\_\_\_

DIGESTED SLUDGE, % SOLIDS \_\_\_\_\_

TONS/MIN DIGESTED SLUDGE FED \_\_\_\_\_

FILTRATE SOLIDS, MG/L \_\_\_\_\_

CAKE \_\_\_\_\_

DOSE IN LBS/TON \_\_\_\_\_

POLYMER REPRESENTATIVE \_\_\_\_\_

COUNTY REPRESENTATIVE \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SAMPLE SET	CAKE SOLIDS %TS	POLYMER DOSAGE (neat pounds/ton)	CENTRATE TSS, mg/L	QUALIFIED
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1				
2				
3				
4				
5				

\_\_\_\_\_ POUNDS POLYMER PER TON OF DRY SOLIDS AT BEST QUALIFYING DOSAGE

POLYMER REPRESENTATIVE : \_\_\_\_\_

\_\_\_\_\_

COUNTY REPRESENTATIVE : \_\_\_\_\_

\_\_\_\_\_

**ADDENDA RECEIPT**

Receipt of the following addenda to the solicitation documents is hereby acknowledged:

<u>Addendum Number</u>	<u>Date of Receipt of Addendum</u>	<u>Signed Acknowledgement</u>
1	_____	_____
2	_____	_____
3	_____	_____

**BID SHEET**

**The undersigned** bidder proposes to provide 115,000 pounds or more of liquid polymer in returnable containers to be delivered to the wastewater treatment plant, 12351 Brownsville Highway, Poulsbo, WA 98370 and with pickup service for returnable containers throughout the 2010 year and may be continually subject to a negotiated one year extension with the concurrence of both parties for two additional years. . Bidders shall guarantee delivery within seven (7) calendar days from notification of a shipment request, by phone, from Central Kitsap Treatment Plant employees. No guaranteed minimum or maximum amounts.

This bid is made in accordance with the published Standard Specifications and warrants, receipt of which is hereby acknowledged, and is offered in accordance with call for bids authority by the Kitsap County Purchasing Office.

<b>115,000 POUNDS POLYMER</b>	\$ _____
<b>UNIT PRICE</b>	\$ _____
<b>SUBTOTAL</b>	\$ _____
<b>SALES TAX (8.6%)</b>	\$ _____
<b>TOTAL</b>	\$ _____

**SPECIFY MANUFACTURER:** \_\_\_\_\_

**SPECIFY POLYMER PRODUCT NUMBER:** \_\_\_\_\_

**BIDDER** \_\_\_\_\_  
Name of Company (Type or Print)

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ (Date)

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**PHONE:** \_\_\_\_\_

**FAX:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**FEDERAL IDENTIFICATION NUMBER** \_\_\_\_\_