



Hopkinsville Water Environment Authority

Bid Packet:

FY 2025 - 2026
Bid # 2425-04
Treatment Chemicals

Bid Opening:

Thursday, May 8, 2025 @ 2:00 P.M. CST
401 East 9th Street, Hopkinsville, KY 42240
HWEA Boardroom

BID PACKET

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IMPORTANT: In the event any of the documents are not enclosed, please advise the Procurement Officer immediately.



INVITATION TO BID

Sealed bids for furnishing and delivering the following:

FY 2025 - 2026
Bid # 2425-04
Treatment Chemicals

will be received at HWEA's Main Office, 401 East 9th Street, P. O. Box 628, Hopkinsville, Kentucky, until 2:00 p.m., CST, on May 8, 2025, at which time the bids will be opened and read aloud publicly in the HWEA Board Room, at the same address.

The Bid Packet contains the Invitation to Bid, General Conditions, Specifications, and Detailed Specifications.

General Conditions

1.0 Purpose

1.1 The intent of this invitation for bid and resulting contract(s) is to provide the annual requirements, in the estimated quantities indicated, for chemicals to treat water and wastewater.

2.0 Application

2.1 The chemicals proposed in this bid shall conform to regulations set forth by NSF and AWWA.

2.2 All chemicals in this bid shall be delivered, as directed, to one of the following Hopkinsville Water Environment Authority, hereafter known as HWEA, locations:

Moss Water Treatment Plant
1000 Metcalfe Lane
Hopkinsville, KY 42240

Commerce Park Booster Station
Pembroke Road
Hopkinsville, KY 42240

Hopkinsville Clean Water Plant
(Formerly Hammond Wood WWTP)
128 Gary Lane
Hopkinsville, KY 42240

Crofton Clean Water Plant
Sewer Plant Road
Crofton, KY 42217

South Quarry Pump Station
1010 North Main Street
Hopkinsville, KY 42240

Oak Grove Clean Water Plant
500 Carter Road
Oak Grove, KY 42262

3.0 Terms and Conditions

- 3.1 Procedures - The extent and character of the services to be performed by the contractor shall be subject to the general guidelines of HWEA's Purchasing Policy. An authorized HWEA employee and the contractor must approve, in writing, any changes.
- 3.2 Contract Period - The contract shall cover the period from **July 1, 2025, through June 30, 2026** or equivalent period depending upon the date awarded. The contract may be extended yearly, upon a written agreement from both parties.
- 3.3 Delivery - All bids need to be FOB destination, freight prepaid. Chemicals should be delivered within twenty-four (24) hours after order is placed, unless otherwise specified. Also, Saturday delivery shall be available at no extra cost to HWEA.
- 3.4 Vendor must provide an order confirmation via email to the Procurement Officer and Plant Supervisor. This confirmation should include but not be limited to the amount of chemical being shipped and the estimated time of arrival. The email shall also include the name of the person who received the order, and the time and date the order was placed.
- 3.5 HWEA shall require that the contractor give (30) days written notice if there is going to be a delay in services. If contractor defaults on delivery (without acceptable reasons) or fails to meet specifications, this authorizes HWEA to purchase supplies, equipment, and/or services elsewhere and charge full increase in cost and handling to defaulting contractor.
- 3.6 Safety Data Sheets - HWEA's Hazard Communication Policy requires that SDS sheets be supplied for all chemicals with each shipment. Also, vendors shall be required to furnish chemical labels on product.
- 3.7 All contractors and subcontractors performing services for HWEA are required and shall comply with all Occupational Safety and Health regulations. Also, all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any person(s) or property within and around the work site area under these services.
- 3.8 All successful bidders shall be required to hold safety and handling training within 90 days of award for the product being sold to HWEA. Trainer shall provide a short resume of his qualifications to plant Supervisor and/or Safety Officer.
- 3.9 All chemicals are preferred to be manufactured in the United States.
- 3.10 Vendor must provide emergency response within two hours of notification.
- 3.11 A Certificate of Analysis shall be supplied with all chemicals for each shipment.

3.12 Award of Contracts

- (a) The HWEA Board may award the contract to the bidder it finds to be the most responsive (considering price, time of delivery, compliance with specifications and past experiences) and not necessarily the lowest price. HWEA reserves the right to reject any and all bids.
- (b) All bids will be awarded based on the most current edition of HWEA's Purchasing Policy, as amended.
- (c) All bids will be judged on the basis of best buy to HWEA and compliance with the General Conditions and conformance with the bid specifications. HWEA reserves the right to reject any and all bids.
- (d) Any other considerations or basis for judgment will be stated in the specifications.
- (e) Unless otherwise stated, the Procurement Officer reserves the right to award contracts or place orders to a single source or divide awards and orders or enact such combination which in his judgment, shall be in the best interest of HWEA.

4.0 Chemical Specifications Identified

4.1 All chemicals received on pallets shall be stacked no taller than 48" in height. Pallets shall be no wider than 42". Shipments on pallets outside of specs will be refused.

4.2 Hydrofluorosilicic Acid 23%

- Supplied in tote containers with capacity of/or around 270 gallons, or delivered in bulk as determined by the plant supervisor at the time the order is placed.
- Tote containers shall not exceed 40" in width.
- Estimated annual consumption 6,600 gallons.

4.3 Sodium Permanganate

- Normally delivered shipment shall be in quantities of 2,000 - 4,200 gallons. However, smaller quantities shall be available upon request in one-way totes of 270 gallons or less at no additional cost.
- All bid products shall be a 20% neat solution.
- Product pH range 6.0 - 9.0
- Product specific gravity - 1.16 (+/- 2)
- Solubility in Water: Miscible with water in all proportions.
- Product preferred to be equal to or exceeds the standards of Carusol 20 but not limited to Carus distributors.
- Estimated annual consumption 1,500 gallons.

4.4 Chlorine

- Shipment shall be in (1) ton cylinders and/or 150 lb. cylinders
- Vendor supplies well - maintained cylinders, new lead washers, and 26 Degree Aqua Ammonia (upon request) for leak detection with each individual cylinder. Cylinder maintenance documentation shall be provided upon request.
- (1) ton cylinder estimated annual consumption 100,000 pounds.
- 150 lbs. cylinders estimated annual consumption 1,000 pounds.
- HWEA will not pay deposits on cylinders during use.

4.5 Sodium Hypochlorite Solution 12.5% (Bleach)

- Bleach solution shall contain a minimum of 12% but not more than 16% available chlorine.
- To be supplied and delivered in 5-gallon containers and in 300-gallon totes.
- Product shall be no older than 30 days upon delivery to FOB.
- Estimated annual consumption 2000 gallons.

4.6 Sulfur Dioxide

- Shipment shall be in 150 lb. cylinders
- Physical state liquid
- Estimated annual consumption 1,000 pounds

4.7 Carbon (Powder Activated Carbon or PAC)

- Must have an iodine number of at least 500.
- Must be shipped in 50-pound bags.
- Must be NSF 60 approved
- Must be shipped on pallets of good working condition and within the guidelines as set forth in Section 4.1
- Any pallets delivered outside of the pallet specification will be grounds for shipment refusal and shall be returned to the seller at the vendor's expense.
- Any product loaded pallets which have shifted or become unstable during transit and cannot be safely unloaded will be refused and returned to seller at the vendor's expense.
- Estimated usage 11,000 pounds.

4.8 Polymer (Clarifloc CE-2522)

- Must come in plastic 275 gallon IBC totes.
- pH must be 3-7 @ 5 g/l.
- Must be cationic.
- Must come in a liquid.
- Estimated usage 1,500 gallons.

4.9 Polyaluminum Chloride (PACL)

- Shipped in 4,500-gallon bulk load.
- Must meet Hyper+Ion 5384 specification.
- PACL must contain 16% AL₂O₃ (+/- .05%).
- PACL must have a basicity of 50%.
- Must be able to ship product within a 72-hour notice.
- Vendor must conduct a performance evaluation tests to verify effectiveness of product at no cost to HWEA.
- Vendor must perform a plant trial prior to bulk delivery at no cost to HWEA.
- Vendor must clean bulk & day tanks prior to first delivery at no cost to HWEA.
- Technical support must be available upon request and an on-site visit within 2-3 days, if product or performance issues arise.
- Estimated annual consumption 100,000.

4.10 Peracetic Acid: Oak Grove Clean Water Plant

- Must be a 15% solution.
- Must be shipped in 3,000 lb. totes.
- Must provide equipment such as two 330-gallon Tote Containment Units PAK735 with dual tote manifold, or equivalent equipment.
- Must provide equipment - One PAA Feed Pump Skid, with duty and redundant peristaltic pumps with capacity up to 158.5gph with pressures t 125 PSI, and related piping, wiring, and containment or equivalent equipment. Pump shall be a Flex-Pro M-3 by Blue-White, Ind. or equivalent.
- Must provide equipment - One handheld PAA Residual Analyzer with consumables, or equivalent.

- Must provide installation and start-up of equipment.
- Must provide training to HWEA's site personnel.
- Must provide decommissioning of equipment and removal from site if contract is ended.
- All equipment is provided by the chemical supplier and is owned and maintained by the supplier. Rental fees and or maintenance fees of equipment will not be charged to HWEA.
- Estimated annual consumption is 4,100 gallons.

4.11 Peracetic Acid: Hopkinsville Clean Water Plant

- Must be a 15% solution.
- Must be shipped in 4,500-gallon bulk load.
- Estimated annual consumption is 40,000 gallons.

4.12 Polyphosphate (Ortho: Poly Blended Polyphosphate) 30:70 Blended Ratio

- All bid products must be based on 30% ortho & 70% polyphosphate.
- All bid products shall be required to have a minimum concentration of 34.5% by weight (+/- 2%).
- Specific Gravity of product must be 1.367
- Product must be freeze/thaw stable.
- Product must be a clear homogenous liquid with a turbidity of less than 2.0 NTU's.
- Product must be bacteria free. Zero bacteria count determined by the
- Standard Methods Test method for Heterotrophic Plate Count (HPC).
- Must be delivered in 270-gallon totes or an acceptable container or volume agreed upon by HWEA.
- Technical support must be available upon request.
- An on-site visit within 2-3 days, if product or performance issues arise.
- System wide coupon program shall be provided, installed, and implemented within 45 consecutive days from the start of HWEA's new fiscal year (July 1st).
- Estimated annual consumption 8,500 gallons.

4.13 All consumptions are based on estimated usage quantities for fiscal year 2023/2024. This is not a guarantee of any amount that will be purchased.

4.14 Technical support must be available for all chemicals upon request. On - site technical support shall be provided within 48 hours of request, unless other arrangements are agreed upon by HWEA.

5.0 Instructions

5.1 Supply chemical specifications and SDS sheets on all chemicals bid.

5.2 Bid all products as follows: wet product in gallons, dry product in pounds. Failure to list bids in this manner may be grounds for bid rejection.

5.3 Bids shall be FOB-Destination prepaid to Hopkinsville, KY. Delivery is to be made as the order is placed.

5.4 Vendor must provide a copy of the following certificate of insurance:

| Description | Amount |
|-----------------------------------|---|
| a. Worker's Compensation | Statutory |
| b. Employer's Liability: | |
| • Bodily Injury by Accident | \$500,000 Each Accident |
| • Bodily Injury by Disease | \$500,000 Each Employee |
| • Bodily Injury by Disease | \$500,000 Policy Limit |
| c. Automotive Liability: | |
| • Bodily Injury & Property Damage | \$1,000,000 Each Accident |
| d. Commercial General Liability | |
| • Bodily Injury & Property Damage | \$1,000,000 Per Occurrence / \$2,000,000 Aggregate |
| e. Commercial Umbrella | \$5,000,000 Per Occurrence |

5.5 Failure to meet any specifications is grounds for termination of bid.

5.6 HWEA reserves the right to reject any or all bids and to determine which bid is lowest and/or most responsive.

5.7 Questions regarding specifications contact Matt Westerfield at 270-887-2782 between the hours of 8:00 AM - 4:00 PM CST, Monday - Friday.

5.8 Bids will be opened Thursday, May 8, 2025 at 2:00 PM CST, 401 East 9th Street, Hopkinsville, KY, in the HWEA Boardroom.

5.9 Bids shall be sealed in a second envelope, both envelopes marked as follows:

**HOPKINSVILLE WATER ENVIRONMENT AUTHORITY
PO BOX 628
401 East 9th Street
HOPKINSVILLE KY 42241-0628
ATTN: Matt Westerfield
SEALED BID CHEMICAL # 2425-04**



BID FORM

| Chemical | Bid Price | |
|---|-----------|------|
| Chlorine | Ton | 150# |
| Hydrofluorosilicic Acid 23% | Bulk | Tote |
| Sodium Permanganate | | |
| Sodium Hypochlorite Solution 12.5% (Bleach) | 5-Gal | Tote |
| Sulfur Dioxide 150# | | |
| Carbon | | |
| Polymer | | |
| Polyaluminum Chloride | | |
| Peracetic Acid: Hopkinsville Clean Water Plant | Bulk | |
| Peracetic Acid: Oak Grove Clean Water Plant | Tote | |

List All Specifications Not Met By Number:

All Bids shall be FOB via truck as ordered. Bids will be opened Tuesday May 6, 2025, 2:00PM C



BID FORM

FY 2025 - 2026
Sealed Bid # 2425-04
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Company Name: _____

Address: _____

Telephone: _____ Email: _____

I, the undersigned, do hereby certify that I am a duly authorized representative of _____ located at _____ and I have carefully examined the Invitation to Bid, General Conditions, Specifications and Bid Form and agree to all terms and conditions as set forth therein.

Signature: _____

Title: _____

Acknowledged before me this _____ day of _____, 2025

NOTARY PUBLIC
My Commission Expires: _____



RECEIPT OF BID PACKET

FY 2025 - 2026
Sealed Bid # 2425-04
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I hereby acknowledge receipt of the subject bid packet.

Company Authorized Signature

Date