



**INVITATION TO BID
BID NO. 9764
WATER TREATMENT AND
SYSTEM MAINTENANCE
FOR TROY SCHOOL DISTRICT**

The Troy School District will receive firm, sealed bids for furnishing and delivering Water Treatment and System Maintenance for Troy Schools, over a three year period, covering the 2013/14, 2014/15 and 2015/16 school years.

Your proposal marked “**Water Treatment**” must be delivered no later than 2 p.m., Tuesday, July 30, 2013, Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted.

All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Tuesday, July 23, 2013, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.

The Troy Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of the owner.

Purchasing Department
Troy School District
1140 Rankin
Troy, MI 48083

INSTRUCTIONS TO BIDDERS

PROPOSALS

1. The Troy School District will receive firm, sealed bids for furnishing and delivering Water Treatment and System Maintenance for Troy Schools, in accordance with the attached specifications.
2. Proposals will be submitted only on the forms provided, will be enclosed in a sealed envelope marked with the name of the bidder, the title of the work and must be delivered to the Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, no later than 2 p.m., Tuesday, July 30, 2013, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted. Oral, telephone, fax or electronic mail bids are invalid and will not receive consideration. Submit one original and one copy.
3. Proposals will be made in conformity with all the conditions set forth in the specifications. All items of furniture and equipment must conform to the specifications.
4. All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Tuesday, July 23, 2013, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.
5. References in the specifications to any article, product, material, fixture, form or type of construction, etc., by proprietary name, manufacturer, make or catalog number will be interpreted as establishing a standard quality of design and will not be construed as limiting proposals.
6. The Troy Board of Education reserves the right to accept or reject any or all proposals either in whole or in part; to waive any irregularities and/or informalities; and in general to make awards or cancel this proposal, if deemed to be in the best interests of the owner.
7. A completed Familial Disclosure form must be included with each proposal submitted of the proposal will not be accepted, please note this form must be notarized.

SCOPE

This specification includes furnishing and delivering Water Treatment and System Maintenance, for a three year period, covering the 2013/14, 2014/15 and 2015/16 school years, for Troy School District.

TAXES

State and local sales and use taxes are not applicable and will not be included in the proposal.

CONTRACT AWARD

The contract will be awarded in the form of PURCHASE ORDERS mailed to the Vendor(s) selected. It is the intent to award the bid on August 6, 2013 at the regular monthly meeting of the Board of Education.

WITHDRAWAL OF BIDS

Any bidder may withdraw their bid at any time prior to the scheduled time for receipt of bids. No proposal may be withdrawn until after 45 days after bid opening.

DELIVERY

All shipments will be F.O.B. delivered, Troy School District, to each specific school location as needed.

PACKAGING

Product container will be in five (5) or six (6) gallon plastic pails or in drums of thirty (30) or fifty-five (55) gallons, as required in attached specifications.

FIRM PRICING

Unit pricing will prevail when computing total quantity on bids. No price allowance or extra consideration on behalf of the bidder will subsequently be allowed by reason of error or oversight on the part of the bidder. The successful bidder(s) will hold bid prices firm for all purchase orders placed through June, 2016 or for a period of approximately three full year.

WARRANTY

All material and equipment will be guaranteed to be free from defects in both workmanship and materials for no less than one year from date of receipt/installation. If manufacturer warranty exceeds this minimum requirement, the manufacturer warranty will prevail. Any item(s) found to be defective will be replaced or repaired within seven working days at Vendor(s) expense.

PAYMENTS

Payment in full will be due and payable within thirty days after delivery, providing all goods are approved and accepted by the Board of Education and the contract having been fully performed.

MSDS

COPIES OF MATERIAL SAFETY DATA SHEETS FOR ALL HAZARDOUS MATERIALS MUST BE INCLUDED WITH YOUR INVOICE.

MATERIAL SAFETY DATA SHEETS
Troy Schools expects MATERIAL SAFETY DATA SHEETS for all appropriate materials ATTACHED TO THE INVOICE and to appropriately label all products delivered according to Section 14 of Act 154, of the Public Acts of 1974 as amended. Any appropriate products not labeled will be refused and the vendor will be responsible for additional freight charges. Payment may be withheld until MSDSs are received by the school district.

Troy School District
Water Treatment and System Maintenance
Bid # 9764
Specifications for Water Treatment Chemicals

1. Furnish chemicals for one (1) low pressure steam boiler. The chemical will be a single blend, liquid, completely soluble in all waters. It will be a combined treatment for boilers and condensate neutralizing. It will have a freezing point of 16 degrees F. It will be packaged in 6 gallon or less plastic pails. The chemical is to be type confidence 10C with amine as manufactured by DuBois Chemicals or approved equivalent.
2. Furnish chemicals for nineteen (19) hot water boilers and seven (7) chilled water systems. The chemical will be in liquid form, with no flash point, and be compatible with anti-freeze solutions. It will be packaged in 5 gallon plastic pails or 55 gallon drums or less. The chemical is to be typed ISOGARD OR THOROGARD as manufactured by DuBois Chemicals or approved equivalent, to maintain a level of 1200 PPM for each of the three school years: 2013/14, 2014/14 and 2015/16.
3. Furnish chemicals for cooling towers for scale, corrosion, algae and color comparator. The chemical must be an E.P.A. rate type (GCO-10 with Visigard) single blend, liquid, low molecular weight polyelectrolyte's, disphosphonates, equestrants, dispersants, plus corrosion inhibitors. It will have a freezing point of +15 degrees F. It will be packaged in 6 gallon pails and 30 gallon drums.
4. Furnish chemicals for cooling tower (algae control.) The chemical will be a liquid with a freezing point of 28 degrees F. It will have a flash point of 175 degrees F, T.O.C. It will be packaged in 5 gallon plastic pails. The chemical is to be type GAX-16 or GAX-26 as manufactured by DuBois Chemicals or approved equivalent.
5. Vendor shall provide the Troy School District chemical feed and bleed equipment, and automatic chemical feeders for 40,000 gallon storage tanks and for cooling towers at: Bemis, Wass, Barnard and Wattles Elementary Schools, Athens and Troy High Schools and the Administration Building.
6. Vendor shall include in his bid the cost of the chemical feed and bleed equipment and water meters installed for the above schools.
7. The Vendor is to furnish all needed test kits and shall include the cost of these test kits in his bid.
8. Vendor must supply with his bid technical data and material handling sheets on all chemicals bid. Also, equipment data sheets should be submitted. All chemicals are to be in the non hazardous category and capable of being shipped by common carrier.
9. The Vendor is to provide the following services in conjunction and cooperation with maintenance personnel, and shall include any service fee per visit in his bid.
 - Provide instructional services relating to water test, proper blow down or bleed off and chemical dosage.
 - Provide a water analysis on premises of the water at each school and submit reports every three weeks.
 - Provide log sheets for each school and record test each time of service.
 - Must monitor systems, order chemicals and feed chemicals into system as needed.

- Must be accredited by the Michigan Department of Agriculture as a certified applicator.

The chemicals are to be delivered to each building as required. All chemicals will meet required approval of: E.P.A.,USDA, Federal and State regulations where applied and M.S.D.S. sheets must be provided for each building.

The contract with the successful bidder will be for three years, but will be canceled if supplier is unable to maintain proper supply and/or proper service to the Troy School District.

Barnard, Bemis, Wass and Wattles Elementary Schools

Barnard, Bemis and Wass have 40,000 gallon recirculation systems. Wattles has a 15,000 gallon system. They are used for both heating and cooling. Systems contain high iron content from piping system.

For treatment of the systems the chemical must be a metal inhibitor and protect against corrosion with a coating action and this must be U.S.D.A. approved. Product to be Thorogard as manufactured by DuBois Chemicals or approved equivalent.

Vendor must take a sample of these systems and send to their laboratory for chemical concentration and iron oxide, plus water hardness, once every three weeks.

Vendor must provide on premises testing and maintenance of water in the systems at three week intervals for iron content.

Vendor must install and maintain all dispensing systems and automatic feeder for each of these Elementary Schools.

Vendor must also provide, if necessary, metering devices at all Schools in the District.



PROPOSAL FORM

DUE: 2:00 p.m., Tuesday, July 30 , 2013

PROPOSAL: BID NO. 9764 Water Treatment and System Maintenance

We propose to furnish and deliver Water Treatment and System Maintenance for Troy Schools in accordance with the specifications:

Description	Annual Estimated Gallons Treated	Product Name	Quantity Per Gallon	Price Per Gallon	Extended Total
Hot Water Boilers	150,000	_____	_____	_____	_____
Chilled Water Loops	65,000	_____	_____	_____	_____
Cooling Tower-for Scale & Corrosion Non-Acid	1,500,000	_____	_____	_____	_____
Algae Control #1	1,500,000	_____	_____	_____	_____
Algae Control #2	1,500,000	_____	_____	_____	_____
Corrosion Protection for Bemis, Wass, Wattles & Barnard Elementary Schools	135,000	_____	_____	_____	_____
Iron De-Scale Non-Acid	135,000	_____	_____	_____	_____
Total Annual Costs					_____

Equipment Required

Description	Type	Quantity Required	Price Per	Extended Total
Test Kit	Nitrite		_____	_____
Test Kit	Cooling Towers		_____	_____
Test Kit	Moly Bromate		_____	_____
Chemical Pumps 40 Gallons/Day	Dujector Piston	9	_____	_____
Cooling Tower Bleed and Feed by Conductivity	Towertrol Digtrols	5	_____	_____
Cooling Towers Time and Feed	Tower Tenders	3	_____	_____
Cooling Tower Chemical Pumps 20 Gallons/Day	Dujector Piston	5	_____	_____
Installation of Equipment	Pumps, Towertrids & Towertenders			_____
Monthly Service Calls	2013/14	12 X	_____	_____
	2014/15	12 X	_____	_____
	2015/16	12 X	_____	_____
Lab Testing				_____
Total Equipment Cost				_____

BIDDER'S FIRM NAME _____

ADDRESS _____

CITY/STATE _____ ZIP _____

TELEPHONE NUMBER _____ FAX # _____

SIGNED BY _____ TITLE _____

TYPED NAME _____ DATE _____

E-MAIL ADDRESS _____

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

All Vendor/Contractor(s) submitting proposals must provide familial disclosure and attach this information to the proposal. The proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or key employee of the vendor submitting a proposal and any member of the Troy School Board or the Troy School Superintendent. The District will not accept a proposal that does not include this sworn and notarized disclosure statement.

The members of Troy School Board are: Nancy Philippart, Todd Miletti, Paula Fleming, Ida Edmunds, Wendy Underwood, Gary Hauff and Karl Schmidt. The Troy Schools Superintendent is Dr. Barbara Fowler.

The following are the familial relationship(s):

	<u>Owner/Employee Name</u>	<u>Related to:</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Attach additional pages if necessary to disclose familial relationships.

There is no familial relationship that exists between the owner or key employee of the Vendor/Contractor(s) submitting a proposal and any member of the Troy School Board, or the Troy Schools Superintendent.

INDIVIDUAL/FIRM NAME _____

BY (SIGNATURE) _____

PRINTED NAME AND TITLE _____

Subscribed and sworn before me, this _____

Seal:

day of _____, 20 ____, a Notary Public

in and for _____ County, _____

(Signature)
NOTARY PUBLIC

My Commission expires _____

CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Troy School District’s Request For Proposal, the “RFP”, hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a contract by Troy School District as a result of the aforementioned RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of Troy School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

NAME OF COMPANY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Acceptance of Proposal

The undersigned agrees to execute a Contract for work covered by this Proposal provided that he is notified of its acceptance within thirty days after the opening of the Proposal.

It is agreed that this bid will not be withdrawn until after forty-five (45) days after receipt of bids.

The undersigned affirms that the bid was developed without any collusion, undertaking, or agreement, either directly or indirectly, with any other bidder(s) to maintain the prices of indicated work or prevent any other bidder(s) from bidding the work.

BIDDER'S FIRM NAME _____

BUSINESS ADDRESS _____

TELEPHONE NUMBER _____

FAX NUMBER _____

BY (SIGNATURE) _____

PRINTED NAME _____

TITLE _____

SIGNED THIS _____ DAY OF _____, 20 _____

E-MAIL ADDRESS _____