

REQUEST FOR QUOTATION	<b>TROY SCHOOL DISTRICT</b> 1140 RANKIN, TROY, MICHIGAN 48083 248-823-4052 FAX: 248-823-4077	REQUISITION
No. <b>9558</b>		
DUE DATE <b>9-3-08</b> NO LATER THAN <b>3 p.m.</b>		DATE <b>8-15-08</b>

**REQUEST FOR QUOTE – NOT AN ORDER**

THIS FORM MUST BE UTILIZED WHEN RESPONDING TO THIS REQUEST  
 BID ENVELOPE ENCLOSED

**THE RFQ NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE, THIS IS NOT AN ORDER**

Quantity	DESCRIPTION	UNIT PRICE	AMOUNT
	<p>Please supply us with your bid to furnish the Troy School District with <b>POOL CHEMICALS</b> for the 2008-09 school year.</p> <p style="text-align: center;">Copies of the bid are available at:  <a href="http://www.troy.k12.mi.us/purchasing/items_out_for_bid.htm">www.troy.k12.mi.us/purchasing/items_out_for_bid.htm</a></p> <p style="text-align: center;">Bid recaps will be available at:  <a href="http://troy.k12.mi.us/purchasing/index.htm">troy.k12.mi.us/purchasing/index.htm</a></p> <p style="text-align: center;"><u>FACSIMILE BID IS NOT ACCEPTABLE</u></p> <p>Bids will not be accepted if submitted after the deadline specified (local time) in the advertisement to bid or in the information to bidders. The late submission of a bid makes the bid nonrepsonsive and is a material defect which shall not be waived by the Board of Education. Delays in the mail will not be considered. All Late bids in the mail will be returned to the bidder unopened.</p> <p>Proposal for the submission of alternatives by vendors will be accepted and reviewed. However, if any substitution or departure is not clearly noted and described, it will be understood that the bid intends to exactly meet the specifications.</p> <p>The Board of Education shall be the sole judge as to whether the proposed goods are "equal" or "approved". Quotations must be mailed or delivered to the Purchasing Office, 1140 Rankin, Troy, MI 48083 no later than 3 p.m. on the date shown above. Michigan State Sales and Use Taxes and Federal Excise Taxes do not apply unless otherwise indicated. Exemption certificates will be furnished when necessary. This request imposes no obligations on the buyer. The Board of Education reserves the right to accept or reject any or all bids or to split awards by items or to accept bids, which will best serve the Board of Education.</p>		

**THIS AREA MUST BE FILLED IN**

DELIVERY TIME	PRICES FIRM FOR	NAME OF COMPANY	TELEPHONE NO.
TERMS		NO. & STREET	FAX #
FOB DELIVERED	ALL DELIVERY CHARGES MUST BE INCLUDED IN PRICES SHOWN	CITY, STATE & ZIP CODE	E-MAIL
CONTACT PERSON (PLEASE PRINT)		SIGNATURE	DATE



# Troy School District

## Pool Chemicals

### Bid# 9558

The Troy School District is seeking qualified bids for pool chemicals and related supplies for the 2008-09 school year. The following terms and conditions are integral to this bid. Bids not adhering to these conditions will be subject to disqualification.

- Bidding of complete package **IS REQUIRED**. It is the intent of the School District to award this bid to one vendor.
- All responses will be regarded as bid to specification unless **SPECIFICALLY** indicated on bid response. Any alternates being proposed **MUST** include complete specification sheet. Failure to include specification sheet with bid submission will be grounds for disqualification of entire bid.
- All bidders **MUST** complete the enclosed Familiar Disclosure form and include with bid submission. Bids not containing this form will be automatically disqualified. The Familiar Disclosure form is **NOT** required to be notarized for non-construction bids.
- Deliveries will be accepted between 7:00 am and 2:00 pm only. Troy School District will **NOT** be responsible for returned items or additional freight charges for deliveries made outside of these timelines.
- Bid prices are requested on a **PER UNIT BASIS**. Unit cost for delivery and installation are to be included on bid response. Quantities listed below are **ESTIMATED** quantities to be ordered for each building. The district reserves the right to order quantities which differ from that listed **PER BUILDING and IN TOTAL**. Bidders must specify the length of time they will hold pricing. The district will consider the timeline vendors will hold pricing when determining bid award.
- Contract period will be from September 5, 2008 to September 15, 2009.
- Bidders are required to provide a complete set of MSDS (Material Safety Data Sheets) as part of the bid package.
- **Questions** concerning this bid package **may be directed to Mr. Kenneth D. Miller, Director of Operations at (248) 823-4050.**

#### **SPECIAL NOTICE TO ALL BIDDERS:**

**All pricing is requested on a PER UNIT BASIS. DO NOT extend pricing. DO NOT provide "lump sum" freight charges, extensions or other amounts under unit pricing other than actual unit costs on a PER ITEM BASIS. Any bid not completed correctly WILL BE DISQUALIFIED.**

**ADDITIONAL SPECIAL NOTE TO BIDDERS:** The Troy School District realizes that rising costs of petroleum contribute directly to increased costs for all petro-chemicals and related freight rates. In order to accommodate potential pricing changes due to these rising costs, the following pricing grid has been established to permit bidders the opportunity to pass along **DOCUMENTED** manufacturer's price increases.

This pricing method is also designed to protect the District from bidders who may attempt to "low ball" initial pricing to win the award, and then substantially increase prices during the term of the contract.

Bidders may opt to complete the pricing sheet in one of two ways:

- 1) Exact unit pricing fixed for each 3-month interval. This option allows a bidder to pass along pricing changes at a specific rate with quarterly adjustments.
- 2) Percentage adjustment. This option allows a bidder to set a **MAXIMUM** percentage increase each quarter for the requested items. Please be advised that the District will utilize the full percentage increase when evaluating bid responses. Bidders would be allowed to increase unit prices (provided that appropriate documentation of manufacturer's price increases is provided) up to the amount stated each quarter. No provision for "catch-up" is permitted (i.e. if a 4% increase is bid for the 2<sup>nd</sup> qtr and the actual increase is only 3%, bidders are not allowed to use the 1% difference in future quarters).

Any bid which does not indicate either a fixed cost or a percentage increase will be deemed to have locked all pricing in for the entire 1 year period of this bid. No provision for price increase will then be allowed.

Vendors that attempt to adjust pricing above bid amounts will have their contract rescinded without regard to the 90 day notification otherwise permitted with the bid specifications

**Deliveries must be made to the individual buildings as listed below.**

Athens High School 4333 John R Troy, Michigan 48085	Troy High School 4777 Northfield Parkway Troy, Michigan 48098	Baker Middle School 1291 Torpey Troy, Michigan 48083
Boulan Park Middle School 3570 Northfield Parkway Troy, Michigan 48084	Larson Middle School 2222 E. Long Lake Road Troy, Michigan 48085	Smith Middle School 5835 Donaldson Troy, Michigan 48085

**Bidders MUST specify the Minimun order size PER BUILDING when responding to this bid.**

**Troy School District  
Pool Chemicals  
Bid 9558  
2008/09 Quarterly Pricing**

<b>Chemical Name</b>	<b>2007-2008 Usage</b>	<b>Description</b>	<b>Quantity per Unit Measure</b>	<b>Unit Price 9/5/08 - 12/5/08</b>	<b>Unit Price 12/6/08 - 3/7/09</b>	<b>Unit Price 3/8/09 - 6/8/09</b>	<b>Unit Price 6/9/09 - 9/15/09</b>
12.5% Chlorine	2800 Gallons	Liquid Chlorine					
Acid (31% by weight)	550 Gallons	Muriatic Acid					
Sodium Bi-Carbonate	2250 Pounds	Total Alkalinity Increaser					
Sodium Carbonate	12 Pounds	pH Increaser					
Calcium Chloride (Flakes)	1800 Pounds	Calcium Hardness Increaser					
Sodium Thiosulfate Pentahydrate	50 Pounds	Chlorine Neutralizer					
Sodium Bi-Sulfate	50 Pounds	pH Decreaser					

REMINDER: The quantities listed above are the approximate usage for one year actual quantities ordered will vary from the above..

**Troy School District  
Pool Chemicals  
Bid 9558**

**9/5/08 - 12/5/08**

	<b>Hercules &amp; Hercules</b>		<b>J.K. Pools</b>		<b>Town &amp; Country Pools</b>		<b>B &amp; B Pools</b>		<b>Pools &amp; Spas A Go-Go</b>	
<b>Chemical</b>	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)
12.5% Liquid Chlorine	Gal	4.25	4 gal/case	3.88	4x1 tote 5 gal carboy	2.65 2.55	4 gal/case	3.50	4 gal.	3.20
Muriatic Acid	Gal	4.50	4 gal/case	5.28	4x1 case 5 gal carboy	5.75 3.25	4 gal/case	4.75	4 gal	4.25
Sodium Bi-Carbonate	50 lb.	0.53	25 lb.	1.31	50 lb.	0.80	50 lb.	0.80	50 lb.	0.60
Sodium Carbonate	12 lb.	2.00	5 lb.	1.95	10 lb.	1.75	50 lb.	0.70	6 lb.	1.60
Calcium Chloride Flakes	25 lb.	1.05	25 lb.	1.45	50 lb.	0.70	50 lb.	0.70	50 lb.	0.60
Sodium Thiosulfate Pentahydrate	10 lb.	6.00	50 lb.	1.70	50 lb.	2.40	50 lb.	1.56	2 lb.	7.00
Sodium Bi-Sulfate	50 lb.	0.86	25 lb.	1.49	14 lb.	1.79	50 lb.	0.70	8 lb.	1.48
Delivery			Per Trip, 6 bldg max	45.00						
Misc.						\$5 refundable deposit on totes & carboys				

Leslie's Poolmart: No Bid  
 Amerisource: No Bid  
 Viking Pool Service: No Response  
 Shores Pool & Spa: No Response  
 Water Specialties: No Response  
 DC Pools: No Response

**Troy School District  
Pool Chemicals  
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**12/6/08 - 3/7/09**

	<b>Hercules &amp; Hercules</b>		<b>J.K. Pools</b>		<b>Town &amp; Country Pools</b>		<b>B &amp; B Pools</b>		<b>Pools &amp; Spas A Go-Go</b>	
<b>Chemical</b>	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)
12.5% Liquid Chlorine	Gal	4.25	4 Gal/case	3.88	4x1 tote 5 gal carboy	2.65 2.55	4 gal/case	4.03	4 gal	3.50
Muriatic Acid	Gal	4.50	4 Gal/case	5.28	4x1 case 5 gal carboy	5.75 3.25	4 gal/case	5.46	4 gal	4.25
Sodium Bi-Carbonate	50 lb.	0.53	25 lb.	1.37	50 lb	0.80	50 lb.	0.92	50 lb.	0.60
Sodium Carbonate	12 lb.	2.00	5 lb.	1.95	10 lb.	1.75	50 lb.	0.81	6 lb.	1.60
Calcium Chloride Flakes	25 lb.	1.05	25 lb.	1.45	50 lb.	0.70	50 lb.	0.81	50 lb.	0.60
Sodium Thiosulfate Pentahydrate	10 lb.	6.00	50 lb.	1.70	50 lb.	2.40	50 lb.	1.79	2 lb.	7.00
Sodium Bi-Sulfate	50 lb.	0.86	25 lb.	1.49	14 lb.	1.79	50 lb.	0.81	8 lb.	1.48
Delivery			Per Trip, 6 blg max	45.00						
Misc.						\$5 refundable deposit on totes & carboys				

**Troy School District  
Pool Chemicals  
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**3/8/09 - 6/8/09**

	<b>Hercules &amp; Hercules</b>		<b>J.K. Pools</b>		<b>Town &amp; Country Pools</b>		<b>B &amp; B Pools</b>		<b>Pools &amp; Spas A Go-Go</b>	
<b>Chemical</b>	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)
12.5% Liquid Chlorine	Gal	5.75	4 Gal/case	4.09	4x1 tote 5 gal carboy	2.65 2.55	4 gal/case	4.63	4 gal	3.75
Muriatic Acid	Gal	6.00	4 Gal/case	5.28	4x1 case 5 gal carboy	5.75 3.25	4 gal/case	6.28	4 gal	4.46
Sodium Bi-Carbonate	50 lb.	0.54	25 lb.	1.37	50 lb	0.80	50 lb.	1.06	50 lb.	0.60
Sodium Carbonate	12 lb.	2.40	5 lb.	1.95	10 lb.	1.75	50 lb.	0.93	6 lb.	1.60
Calcium Chloride Flakes	25 lb.	1.27	25 lb.	1.45	50 lb.	0.70	50 lb.	0.93	50 lb.	0.60
Sodium Thiosulfate Pentahydrate	10 lb.	6.85	50 lb.	1.70	50 lb.	2.40	50 lb.	2.06	2 lb.	7.00
Sodium Bi-Sulfate	50 lb.	1.04	25 lb.	1.49	14 lb.	1.79	50 lb.	0.93	8 lb.	1.48
Delivery			Per Trip, 6 blg max	45.00						
Misc.					\$5 refundable deposit on totes & carboys					

**Troy School District  
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**6/9/09 - 9/15/09**

	<b>Hercules &amp; Hercules</b>		<b>J.K. Pools</b>		<b>Town &amp; Country Pools</b>		<b>B &amp; B Pools</b>		<b>Pools &amp; Spas A Go-Go</b>	
<b>Chemical</b>	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)	Qty/Meas	Unit Price (gal or lb)
12.5% Liquid Chlorine	Gal	5.75	4 Gal/case	4.09	4x1 tote 5 gal carboy	2.65  2.55	4 gal/case	5.32	4 gal	3.75
Muriatic Acid	Gal	6.00	4 Gal/case	5.28	4x1 case 5 gal carboy	5.75  3.25	4 gal/case	7.22	4 gal	4.46
Sodium Bi-Carbonate	50 lb.	0.54	25 lb.	1.37	50 lb.	0.80	50 lb .	1.22	50 lb.	0.60
Sodium Carbonate	12 lb.	2.40	5 lb.	1.95	10 lb.	1.75	50 lb.	1.06	6 lb.	1.60
Calcium Chloride Flakes	25 lb.	1.27	25 lb.	1.50	50 lb.	0.70	50 lb.	1.06	50 lb.	0.60
Sodium Thiosulfate Pentahydrate	10 lb.	6.85	50 lb.	1.70	50 lb	2.40	50 lb.	2.37	2 lb.	7.00
Sodium Bi-Sulfate	50 lb.	1.04	25 lb.	1.49	14 lb.	1.79	50 lb.	1.06	8 lb.	1.48
Delivery			Per Trip, 6 blg max	45.00						
Misc.						\$5 refundable deposit on totes & carboys				