

Town of Hanover – Department of Public Works
Specifications For Annual Bids to Furnish Water Treatment
Chemicals

I. Invitation to Bid

1. The Town of Hanover acting through its Director of Public Works is accepting sealed bids from responsible and responsive parties for the furnishing of water treatment chemicals in quantities as estimated on the attached bid sheet, more or less, as ordered, to the Town of Hanover, in accordance with the following specification during the period of July 1, 2023 through June 30, 2024.
2. Sealed bids marked on the outside of the envelope “Bid for Water Treatment Chemicals” shall be accepted at the office of the Hanover Department of Public Works, 495 Hanover Street, Hanover MA 02339 on the approved bid forms until 2:00 pm local time on April 27, 2023 at which time they will be opened and read aloud. All bidders must complete and submit the attached Non-Collusion Statement, Tax Compliance Certificate, and the Bidder's Qualification Form. All bid forms must be either typewritten or written in ink. All signatures must be in ink.
3. The Town of Hanover Department of Public Works reserves the right to purchase only the quantities required by the Department.
4. Copies of this bid package may be viewed and/or downloaded download from the Hanover DPW website at <https://www.hanover-ma.gov/public-works/pages/open-bids-and-bid-results>. Documents will be available after 12:00 PM on April 10, 2023. Hardcopies of bid packages can be made available at the Hanover Department Works with an advance request through 781-826-3189.
5. The Town of Hanover reserves the right to reject any or all bids should it be deemed in the best interest of the Town to do so.

II. General Information

A. Fuel Surcharges

1. Where fuel surcharges are listed in the material specifications below, they shall be based on fuel price adjustments outlined in this section of the specification
2. The monthly fuel price adjustments are inserted in this contract where full truck loads of materials are delivered because the national and worldwide energy situation has made the future cost of fuel unpredictable. This adjustment will provide for either additional compensation to the contractor or repayment to the Town, depending on an increase or decrease in the average price of diesel fuel.
3. This adjustment will be based the price of diesel fuel as published on the Massachusetts Highway Department website (<https://www.mass.gov/service-details/massdot-current-contract-price-adjustments>). The base prices for the duration of this contract shall be the published price for diesel fuel for June 2023. The billed amount for materials furnished under this contract shall be the quoted per gallon or per ton price on this bid form. Price adjustments (fuel surcharges) for fluctuations in the price of diesel fuel shall be shown as separate line items, based on the gallons or tons of material supplied. The amount of these price adjustments shall be as defined as follows:
 - a) Base Price: The Base Price of diesel fuel shall be as listed in item 3 above.

- b) Period Price: The period price shall be the “Diesel Price” for the month the material was delivered as listed on Mass Highway’s website. This price is the average of prices charged to the Commonwealth of Massachusetts, including state tax, for the bulk purchases of diesel fuel made each month.
 - c) Adjustment Price: The price adjustment will be paid only if the variance of the Period Price from the Base Price is 5% or more for the monthly period. The complete adjustment will be paid in all cases with no deduction of the 5% from either upward or downward adjustments. The adjustment price shall be defined as the fuel factor (gallons of diesel per gallon or ton of product delivered) as identified on the bid sheet times the gallon or ton of product delivered times the difference between the period price and the base price.
- 4. The fuel surcharge adjustment price, where applicable, shall be listed as a separate line item on each bill
 - 5. While fuel factors will be used in the evaluation of bid prices, the Town will entertain alternate methods for the calculation of fuel surcharges

III. Material Specification

Item 3A – Commercial Liquid Aluminum Sulfate

A. Material Specification

- 1. Alum Specification: Supplier shall furnish approximately 48.5% dry liquid aluminum sulfate in conformance with AWWA Standard B 403-03 and meeting the following characteristics
 - a) Alum shall be clean and free of visible suspended matter and turbidity
 - b) Alum shall be manufactured with bauxite ore and sulfuric acid and shall be not less than 8.3% Al_2O_3 or greater.
 - c) Specific Gravity at 60 degrees F shall be 1.333-1.337
 - d) All chemical supplies shall be free of wood, metal, paper, plastic, rubber, minerals or other materials that may impair the proper operation of feed equipment and chemical delivery lines. The supplier shall be liable for and damage caused by such material.
- 2. Prior to acceptance into the Town’s bulk tanks, the supplier shall supply a laboratory certificate of analysis for the chemical to be delivered for review and approval. The report shall include, at a minimum, a certified analysis of the commercial liquid aluminum sulfate with a certification that the product meets all of the requirements of the latest revision of A.W.W.A. Standard B403.
- 3. The name of the supplier’s service/technical representative should be included with the bid.
- 4. Town staff shall collect samples of the product before a connection is made to the fill pipe and product is unloaded in the facilities storage tanks. After the product has been accepted by the treatment staff, the vendor shall unload the product into the facility storage tanks. The vendor is responsible for all fittings and hoses to connect to the facility offloading points.
- 5. Material must be manufactured in the USA.
- 6. As an uninterrupted supply of this product is essential to the Town’s ability to provide a continuous supply of drinking water, bidders are expected to have sufficient plant, personnel, and resources to properly execute the contract. As this is a primary chemical necessary for the continuous and safe drinking water supply of the Town, then vendor shall fully demonstrate the ability to supply product

in an emergency within 4 hours of a call for emergency deliveries. To evaluate a bidder's qualifications the Town reserves the right to inspect manufacturing facilities and interview essential personnel. The bidder agrees to make every effort to facilitate the Town's evaluation process. A negative evaluation shall be grounds for rejection of any bid.

B. Pricing Structure and Rule for Award

1. Bidders shall quote a per unit price, based on the delivery information listed under section C Deliveries below. This price shall include any and all fees including insurance with the exception of split delivery fees (if applicable) and fuel surcharges and is to be firm for the contract period.
2. Split delivery fees, if applicable, shall be as listed on the bid sheet.
3. Fuel surcharges, if applicable, shall be based on fluctuations in the price of diesel fuel as well as a fuel factor. The formula to be used for the computation of fuel surcharges shall be based on the quantity of material delivered in gallons/tons and the fluctuating price of diesel fuel, as defined in section II.A above (fuel surcharges)
4. The contract will be awarded to the responsible and responsive bidder who offers the lowest per unit price delivered under each option on the bid sheet taking into account the expected fuel surcharges as identified in the bidder's description of surcharges.

C. Deliveries

1. Normal orders shall be 4,000 to 5,000 gallons, delivered to one site or at the Town's discretion, split between two sites. Every attempt will be made to maximize the size of the load to minimize the vendor's transportation and handling costs. The decision to split the load shall be made at the placement of the order and shall be subject to split delivery fees identified on the bid sheet, if applicable.
2. Deliveries must be made within 3 calendar days of placement of orders.
3. As part of this contract, the successful bidder is expected to keep an adequate supply of alum in the tanks at all times.
4. Deliveries shall be made only between the hours of 7:00 am and 3:00 pm, Monday through Friday. Deliveries outside of these hours may be allowed upon prior arrangements with the Town at no additional cost to the Town.
5. In bidding this item, the bidder agrees to provide emergency deliveries on Saturdays, Sundays, and Holidays. The Town agrees to emergency delivery surcharges as itemized on the bid sheet if requesting a special weekend or holiday delivery.
6. All delivery trucks shall bear a current Massachusetts seal of inspection, and shall be properly insured for spillage and related delivery errors, including errors resulting in pumping of the tanks, which shall be the bidder's responsibility. Any damages to Town property caused by the vendor shall be repaired and paid for by the vendor.
7. Prior to accepting a delivery, the Town shall direct the bidder to the proper tank connection and shall provide direction on whether a load can be blown into the Town's bulk deliver tank or whether it must be gravity fed. The Town also reserves the right to sample the material for quality control purposes prior to receiving the delivery.
8. The bidder shall be in compliance with all Federal and State regulations.

9. The Town of Hanover shall make every effort to accept at its sole discretion short loads delivered off of the remains of loads delivered to neighboring communities in order to minimize the contractor's delivery costs. Such loads shall be at the full load per gallon price and shall be prearranged by the contractor.

Item 3B – Liquid Ammonium Sulfate

A. Material Specification

1. Liquid Ammonium Sulfate Specification: 40 percent liquid ammonium sulfate meeting all of the requirements of the latest revision of A.W.W.A. Standard B302 (Standards for Ammonium Sulfate). Bidder must provide written certification that each shipment meets AWWA standard B302.
2. Material must be manufactured in the USA.
3. All the procedures for the handling, sampling, packing, shipping and marking, and the physical-chemical requirements shall conform to the AWWA B302 standard for Ammonium Sulfate.
4. The ammonium sulfate supplied under this standard shall contain no soluble mineral or organic substances in quantities capable of producing deleterious or injurious effects upon public health or water quality.
5. Tank trucks shall be in suitable condition for hauling ammonium sulfate and shall not contain any substances that might impair the use or usefulness of the liquid ammonium sulfate in treating municipal water supplies.
6. The liquid ammonium sulfate shall have a concentration of 40 percent ammonium sulfate by weight as supplied by GAC Chemical Corporation, Searsport, Maine or approved equal.
7. Every delivery shall identify the name of manufacturer, brand name, purity, concentration, supplier name and address, net weight, and other markings as required.
8. The liquid ammonium sulfate shall be delivered directly into the bulk tanks at the Pond Street Water Treatment Facility, Beal Water Treatment Facility, and Broadway Water Treatment Facility. The supplier shall inspect the delivery connections prior to delivery and shall provide all adapters as may be necessary to connect to the Town's delivery ports. All deliveries are subject to inspect and testing prior to acceptance by the Town.
9. Prior to acceptance into the Town's bulk tanks, the supplier shall supply a laboratory certificate of analysis for the chemical to be delivered for review and approval. The report shall include, at a minimum, a full description of the test methods, and 1) the ammonium sulfate concentration and 2) specific gravity.
10. As an uninterrupted supply of this product is essential to the Town's ability to provide a continuous supply of drinking water, bidders are expected to have sufficient plant, personnel, and resources to properly execute the contract. To evaluate a bidder's qualifications the Town reserves the right to inspect manufacturing facilities and interview essential personnel. The bidder agrees to make every effort to facilitate the Town's evaluation process. A negative evaluation shall be grounds for rejection of any bid.

B. Pricing Structure and Rule for Award

1. Bidders shall quote a per unit price, based on the delivery information listed under section C Deliveries below. This price shall include any and all fees including insurance with the exception of split delivery fees (if applicable) and fuel surcharges and is to be firm for the contract period.

2. Split delivery fees, if applicable, shall be as listed on the bid sheet.
3. Fuel surcharges, if applicable, shall be based on fluctuations in the price of diesel fuel as well as a fuel factor. The formula to be used for the computation of fuel surcharges shall be based on the quantity of material delivered in gallons/tons and the fluctuating price of diesel fuel, as defined in section II.A above (fuel surcharges)
4. The contract will be awarded to the responsible and responsive bidder who offers the lowest per unit price delivered under each option on the bid sheet taking into account the expected fuel surcharges as identified in the bidder's description of surcharges.

C. Deliveries

1. Normal orders shall be 300-500 gallons delivered to a facility. Circumstances may allow for deliveries to multiple facilities, depending on demand. Every attempt will be made to maximize the size of the load to minimize the vendor's transportation and handling costs. The decision to split the load shall be made at the placement of the order and shall be at no additional cost to the Town. Decisions to split the load made after the placement of the order shall be subject to the bidder's normal split delivery fee.
2. Deliveries must be made within 3 calendar days of placement of orders.
3. As part of this contract, the successful bidder is expected to keep an adequate supply of liquid ammonium sulfate available for delivery at all times.
4. Deliveries shall be made only between the hours of 7:00 am and 2:30 pm, Monday through Friday. Deliveries outside of these hours may be allowed upon prior arrangements with the Town at no additional cost to the Town.
5. All delivery trucks shall bear a current Massachusetts seal of inspection, and shall be properly insured for spillage and related delivery errors, including errors resulting in pumping of the tanks, which shall be the bidder's responsibility. Any damages to Town property caused by the vendor shall be repaired and paid for by the vendor.
6. The bidder shall be in compliance with all Federal and State regulations.

Item 3C – Potassium Permanganate

A. Material Specification

1. Potassium Permanganate Specification: The potassium permanganate must be a free flowing powder meeting all of the requirements of "Free Flowing Grade" material as defined in the latest revision of A.W.W.A. Standard B603. The material shall also meet ANSI/NSF 60 certification. Bidder must provide written certification that each shipment meets AWWA standard B603.
2. Material shall be delivered in clean, dry, undamaged plastic or metal containers with tight fitting lids. Containers shall be clearly marked with the manufacturer's name and address, and the manufacturer's certification of meeting ANSI/NSF 60 and AWWA standard B603.
3. As an uninterrupted supply of this product is essential to the Town's ability to provide a continuous supply of drinking water, bidders are expected to have sufficient plant, personnel, and resources to properly execute the contract. To evaluate a bidder's qualifications the Town reserves the right to inspect manufacturing facilities and interview essential personnel. The bidder agrees to make every

effort to facilitate the Town's evaluation process. A negative evaluation shall be grounds for rejection of any bid.

B. Pricing Structure and Rule for Award

1. Bidders shall quote a per unit price, based on the delivery information listed under section C Deliveries below. This price shall include any and all fees including insurance with the exception of split delivery fees (if applicable) and fuel surcharges and is to be firm for the contract period.
2. Split delivery fees, if applicable, shall be as listed on the bid sheet.
3. Fuel surcharges, if applicable, shall be based on fluctuations in the price of diesel fuel as well as a fuel factor. The formula to be used for the computation of fuel surcharges shall be based on the quantity of material delivered in gallons/tons and the fluctuating price of diesel fuel, as defined in section II.A above (fuel surcharges)
4. The contract will be awarded to the responsible and responsive bidder who offers the lowest per unit price delivered under each option on the bid sheet taking into account the expected fuel surcharges as identified in the bidder's description of surcharges.

C. Deliveries

1. Deliveries must be made within 7 calendar days of placement of orders. Orders shall be palletized for delivery in 24-36 drum quantities per pallet.
2. As part of this contract, the successful bidder is expected to keep an adequate supply of potassium permanganate available for delivery at all times.
3. Deliveries shall be made by a truck with a powered tailgate to facilitate the safe and orderly loading and unloading of materials.
4. Deliveries shall be made only between the hours of 7:00 am and 2:30 pm, Monday through Friday. Deliveries outside of these hours may be allowed upon prior arrangements with the Town at no additional cost to the Town.
5. All delivery trucks shall bear a current Massachusetts seal of inspection, and shall be properly insured for spillage and related delivery errors. Any damages to Town property caused by the vendor shall be repaired and paid for by the vendor.
6. The bidder shall be in compliance with all Federal and State regulations.

Item 3D – Potassium Hydroxide

A. Material Specification

1. Potassium Hydroxide Specification: 45% Liquid Potassium Hydroxide, meeting all of the requirements of the latest revision of A.W.W.A. Standard B511. Bidder must provide written certification that each shipment meets AWWA standard B511.
2. The bidder shall forward to the Town with each shipment a certified analysis of the potassium hydroxide with a certification that the product meets all of the requirements of the latest revision of A.W.W.A. Standard B511.
3. Material must be manufactured in the USA.

4. As an uninterrupted supply of this product is essential to the Town's ability to provide a continuous supply of drinking water, bidders are expected to have sufficient plant, personnel, and resources to properly execute the contract. To evaluate a bidder's qualifications the Town reserves the right to inspect manufacturing facilities and interview essential personnel. The bidder agrees to make every effort to facilitate the Town's evaluation process. A negative evaluation shall be grounds for rejection of any bid.

B. Pricing Structure and Rule for Award

1. Bidders shall quote a per gallon price, based on the delivery information listed under section C Deliveries below. This price shall include any and all fees including insurance with the exception of split delivery fees (if applicable) and fuel surcharges and is to be firm for the contract period.
2. Split delivery fees, if applicable, shall be as listed on the bid sheet.
3. Fuel surcharges, if applicable, shall be based on fluctuations in the price of diesel fuel as well as a fuel factor. The formula to be used for the computation of fuel surcharges shall be based on the quantity of material delivered in gallons/tons and the fluctuating price of diesel fuel, as defined in section II.A above (fuel surcharges)
4. The contract will be awarded to the responsible and responsive bidder who offers the lowest per unit price delivered under each option on the bid sheet taking into account the expected fuel surcharges as identified in the bidder's description of surcharges.

C. Deliveries

1. Normal orders shall be 500 – 1,500 gallons, delivered to one site or at the Town's discretion, split between two sites. Every attempt will be made to maximize the size of the load to minimize the vendor's transportation and handling costs. The decision to split the load shall be made at the placement of the order and shall be at no additional cost to the Town. Decisions to split the load made after the placement of the order shall be subject to the bidder's normal split delivery fee.
2. Deliveries must be made within 3 calendar days of placement of orders.
3. The Pond Street Water Treatment Plant has two 500 gallon delivery tanks. The Broadway Water Treatment Plant has one 1,800 gallon storage tank.
4. As part of this contract, the successful bidder is expected to keep an adequate supply of potassium hydroxide in the tanks at all times.
5. Deliveries shall be made only between the hours of 7:00 am and 2:30 pm, Monday through Friday. Deliveries outside of these hours may be allowed upon prior arrangements with the Town at no additional cost to the Town.
6. In bidding this item, the bidder agrees to provide emergency deliveries on Saturdays, Sundays, and Holidays. The Town agrees to emergency delivery surcharges as itemized on the bid sheet if requesting a special weekend or holiday delivery.
7. All delivery trucks shall bear a current Massachusetts seal of inspection, and shall be properly insured for spillage and related delivery errors, including errors resulting in pumping of the tanks, which shall be the bidder's responsibility. Any damages to Town property caused by the vendor shall be repaired and paid for by the vendor.
8. Prior to accepting a delivery, the Town shall direct the bidder to the proper tank connection and shall provide direction on whether a load can be blown into the Town's bulk tank or whether it must be gravity fed. The Town also reserves the right to sample the material for quality control purposes prior to receiving the delivery.

9. The bidder shall be in compliance with all Federal and State regulations.

Item 3E – Sodium Hypochlorite Bleach 12%-15%

A. Material Specification

1. Sodium Hypochlorite Specification: 12%-15% sodium hypochlorite bleach, meeting all of the requirements of the latest revision of A.W.W.A. Standard B300. Bidder must provide written certification that each shipment meets AWWA standard B300.
2. The bidder shall forward to the Town with each shipment a certified analysis of the bleach with a certification that the product meets all of the requirement of the latest revision of A.W.W.A. Standard B300.
3. Material must be manufactured in the USA.
4. As an uninterrupted supply of this product is essential to the Town's ability to provide a continuous supply of drinking water, bidders are expected to have sufficient plant, personnel, and resources to properly execute the contract. To evaluate a bidder's qualifications the Town reserves the right to inspect manufacturing facilities and interview essential personnel. The bidder agrees to make every effort to facilitate the Town's evaluation process. A negative evaluation shall be grounds for rejection of any bid.

B. Pricing Structure and Rule for Award

1. Bidders shall quote a per gallon price, based on the delivery information listed under section C Deliveries below. This price shall include any and all fees including insurance with the exception of split delivery fees (if applicable) and fuel surcharges and is to be firm for the contract period.
2. Split delivery fees, if applicable, shall be as listed on the bid sheet.
3. Fuel surcharges, if applicable, shall be based on fluctuations in the price of diesel fuel as well as a fuel factor. The formula to be used for the computation of fuel surcharges shall be based on the quantity of material delivered in gallons/tons and the fluctuating price of diesel fuel, as defined in section II.A above (fuel surcharges)
4. The contract will be awarded to the responsible and responsive bidder who offers the lowest per unit price delivered under each option on the bid sheet taking into account the expected fuel surcharges as identified in the bidder's description of surcharges.

C. Deliveries

1. Normal orders shall be 500-1500 gallons, delivered to the Broadway Water Treatment Plant, 507 Broadway, Hanover, MA, the Pond Street Water Treatment Plant, 40 Pond St, Hanover, MA and the Beal Water Treatment Plant, 100 Riverside Drive, Hanover, MA. It is anticipated that these orders/deliveries will be required every 30 days. The Pond Street Water Treatment Plant has one 1,600 gallon tanks and expects to take deliveries of 700-1,000 gallons. The Broadway Water Treatment Plant has one 1,250 gallon storage tank and expects to take deliveries of 100-300 gallons. The Beal Water Treatment Plant has one 900 gallon storage tank and will expect to take deliveries of 300-500 gallons.
2. Deliveries must be made within 7 calendar days of placement of orders.

3. As part of this contract, the successful bidder is expected to keep an adequate supply of sodium hypochlorite available for shipment at all times.
4. Deliveries shall be made only between the hours of 7:00 am and 2:30 pm, Monday through Friday. Deliveries outside of these hours may be allowed upon prior arrangements with the Town at no additional cost to the Town.
5. All delivery trucks shall bear a current Massachusetts seal of inspection, and shall be properly insured for spillage and related delivery errors, including errors resulting in pumping of the tanks, which shall be the bidder's responsibility. Any damages to Town property caused by the vendor shall be repaired and paid for by the vendor.
6. The bidder shall be in compliance with all Federal and State regulations.

Item 3F – Hydrated Lime

A. Material Specification

1. Material furnished shall meet all of the requirements applicable in the latest revision of A.W.W.A. Standard B202 and shall have the demonstrated equal properties of consistency, mixing and handling as High Calcium Hydrated Lime as manufactured by Carmeuse Lime & Stone in their Annville, Pennsylvania facility now or formerly in use, or equal, and shall have the following typical analysis. In order to evaluate the suitability of the proposed product to meet the Town's needs, the bidder shall submit a test report showing the composition and typical chemical properties of the product being proposed in a format similar to the one below:

Composition and Typical Chemical Properties: (ASTM C 25, C 1271, C1301)

Available Lime Index as Calcium Hydroxide Ca(OH)_2 92.5%

Total Calcium as Calcium Oxide CaO 72.0 %

Available Lime Index as Calcium Oxide CaO 71.5 %

Magnesium Oxide MgO 1 %

Silica SiO_2 1.4 %

Ferric Oxide Fe_2O_3 0.2 %

Alumina Al_2O_3 0.5 %

Total Sulfur S 0.03 %

Loss in Ignition Lol 23% - 24%

Calcium Carbonate (CaCO_3) 1.0 %

Moisture (H_2O) 1 %

Neutralizing value ($\text{CaCO}_3 = 100$) 132

Other Tests

Bulk Density (ASTM C 110) 21 – 37 lbs/cu ft

Blain Specific Surface (ASTM C 204) 29100 cm^2/g

Specific Gravity 2.24

Solubility in Water at 0 deg C 1.85 g/l

pH (saturated solution 25 deg C) 12.454

Loose Bulk Density (#/cu ft) 19

Packed Bulk Density (#/cu ft)	33
Screen Analysis	
passing 20 mesh sieve	100%
passing 60 mesh sieve	99 -100%
passing 100 mesh sieve	99 - 100%
passing 200 mesh sieve	98 -100%
passing 325 mesh sieve	97 -100%

2. Material must be manufactured in the USA.
3. Material shall be delivered in clean, dry, undamaged multi-wall paper bags (bags loaded on pallets with 2" x 4" runners of 40-50 50 pound each) and delivered in truck load quantities of 20-23 tons. Containers shall be clearly marked with the manufacturer's name and address, and the manufacturer's certification of meeting ANSI/NSF 60 and AWWA standard B202.
4. Fuel surcharges, if applicable, shall be based on fluctuations in the price of diesel fuel as well as a fuel factor. The formula to be used for the computation of fuel surcharges shall be based on the quantity of hydrated lime delivered in tons and the fluctuating price of diesel fuel, as defined in section II.a above (fuel surcharges).
5. As an uninterrupted supply of this product is essential to the Town's ability to provide a continuous supply of drinking water, bidders are expected to have sufficient plant, personnel, and resources to properly execute the contract. To evaluate a bidder's qualifications the Town reserves the right to inspect manufacturing facilities and interview essential personnel. The bidder agrees to make every effort to facilitate the Town's evaluation process. A negative evaluation shall be grounds for rejection of any bid.

B. Pricing Structure and Rule for Award

1. Bidders shall quote a per gallon price, based on the delivery information listed under section C Deliveries below. This price shall include any and all fees including insurance with the exception of split delivery fees (if applicable) and fuel surcharges and is to be firm for the contract period.
2. Split delivery fees, if applicable, shall be as listed on the bid sheet.
3. Fuel surcharges, if applicable, shall be based on fluctuations in the price of diesel fuel as well as a fuel factor. The formula to be used for the computation of fuel surcharges shall be based on the quantity of material delivered in gallons/tons and the fluctuating price of diesel fuel, as defined in section II.A above (fuel surcharges)
4. The contract will be awarded to the responsible and responsive bidder who offers the lowest per unit price delivered under each option on the bid sheet taking into account the expected fuel surcharges as identified in the bidder's description of surcharges.

C. Deliveries

1. Deliveries must be made within 7 calendar days of placement of orders.
2. As part of this contract, the successful bidder is expected to keep an adequate supply of Lime available for delivery at all times.
3. Deliveries shall be made only between the hours of 7:00 am and 1:00 pm, Monday through Friday. Deliveries outside of these hours may be allowed upon prior arrangements with the Town at no additional cost to the Town.

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4. All delivery trucks shall bear a current Massachusetts seal of inspection, and shall be properly insured for spillage and related delivery errors. Any damages to Town property caused by the vendor shall be repaired and paid for by the vendor.
5. The bidder shall be in compliance with all Federal and State regulations.

IV. Bid Form

The undersigned hereby proposes and agrees to furnish the Town of Hanover with water treatment chemicals, in accordance with the specifications listed above during the period of July 1, 2023, through June 30, 2024.

The price per item is as listed on the attached bid forms. Quantities listed on the bid forms are estimated quantities and subject to change. The prices submitted are unit prices for each item and shall include all delivery charges, insurance charges, and all fees and surcharges.

The Town of Hanover Department of Public Works reserves the right to purchase only the quantities required by the Department.

The prices on the bid forms are for the period of 12 months as indicated. In the event market conditions would cause a price change, the bidder agrees to provide one month advance notice of the price change and accept an order for delivery at the above quoted price up to 60 days following the date of notification provided the order is placed within 30 days of receipt of the price change notice and/or cancel the agreement.

Item 3A – Alum: Estimated Quantity 60,000 gallons

Option 1: Delivery to 40 Pond Street or 507 Broadway or split 4,000-5,000 gallon loads

Price per gallon delivered	3A.1	
Fuel Factor (gals fuel per gallon of alum – see specification)	3A.2	
Split delivery fee (if applicable)	3A.3	

Option 2: Delivery to 507 Broadway - 1,000-1,500 gallon loads

Price per gallon delivered	3A.4	
Fuel Factor (gals fuel per gallon of alum – see specification)	3A.5	

Additional Information - Alum

Location of manufacturing facility	3A.6	
Emergency delivery surcharge for weekend/holiday loads	3A.7	

Item 3B – Liquid Ammonium Sulfate: Estimated Quantity 3,500 gallons – typically 500-1000 gallon deliveries to one or more facility

Price per gallon delivered	3B.1	
Split delivery fee (if applicable)	3B.2	
Fuel Factor (see specification)	3B.3	
Location of manufacturing facility	3B.4	
Emergency deliver surcharge for weekend/holiday loads	3B.5	

Item 3C – Potassium Permanganate: Estimated Quantity 14,000 lbs

Price per pound delivered – USA Manufactured Material	3C.1	
Fuel Factor (see specification)	3C.2	
Name of Manufacturer	3C.3	
Location of manufacturing facility	3C.4	

Price per pound delivered – Non-USA Manufactured Material	3C.5	
Fuel Factor (see specification)	3C.6	
Name of Manufacturer	3C.7	
Location of manufacturing facility	3C.8	

Item 3D – Potassium Hydroxide: Estimated Quantity 12,000 gallons

Option 1: Delivery to 40 Pond Street or 507 Broadway or split 1,500-3,500 gallon loads

Price per gallon	3D.1	
Fuel Factor (gals fuel per gallon of KOH – see specification)	3D.2	
Split delivery fee (if applicable)	3D.3	

Option 2: Delivery to 40 Pond Street or 507 Broadway or split 500-1,500 gallon loads

Price per gallon	3D.4	
Fuel Factor (gals fuel per gallon of alum – see specification)	3D.5	
Split delivery fee (if applicable)	3D.6	

Additional Information – Potassium Hydroxide

Location of manufacturing facility	3D.6	
Emergency deliver surcharge for weekend/holiday loads	3D.7	

Item 3E – Sodium Hypochlorite Bleach 12%-15%: Estimated Annual Quantity: 20,000 gals

Price per gallon delivered	3E.1	
Split delivery fee (if applicable)	3E.2	
Fuel Factor (gals fuel per gallon – see specification)	3E.3	
Name of Manufacturer	3E.4	

Item 3F – Hydrated Lime: Estimated Quantity 120 tons

Price per ton delivered	3F.1	
Fuel Factor (gals fuel per pound of lime – see specification)	3F.2	
Name of manufacturer	3F.3	
Location of manufacturing facility	3F.4	

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_____ Company	By _____ Signature
_____ Address	_____ Print Name
_____ Address	_____ Title
_____ Date	_____ Telephone

All bidders must complete the attached Certificate of Non-Collusion, Tax Compliance Certificate and a Bidder's Qualification Form.

The Town of Hanover reserves the right to reject any or all bids should it be deemed in the best interest of the Town to do so.

Sealed bids shall be accepted at the office of the Hanover Department of Public Works, 40 Pond Street, Hanover MA 02339 on the approved bid forms until 2:00 pm local time on April 27, 2023 at which time they will be opened and read aloud. All bid forms must be either typewritten or written in ink. **All signatures must be in ink.**

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

(Signature of Individual signing/submitting the bid)

(Name of person signing bid)

(Name of business)

TAX COMPLIANCE CERTIFICATE

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all State tax returns and paid all State taxes required under law.

Social Security Number
or Federal Identification
Number

Signature of Individual or
Corporation

Corporate Officer
(If Applicable)

Date: _____

BIDDER'S QUALIFICATION FORM

1. Name of Bidder:
2. Permanent Main Office Address:
3. When Incorporated (If Applicable):
4. Where Incorporated (If Applicable):
5. How many years have you been engaged in the contracting business under your present firm name:
6. Contracts on Hand: (Type of project, client, gross amount, estimated completion date):
7. General character of work performed by your company:
8. Have you ever failed to complete any work awarded to you?
Yes _____ No _____
If yes, where, when and why:
9. Have you ever defaulted on a contract?
Yes _____ No _____
If yes, where, when and why:
10. List the more important projects, similar to the work of this contract, recently completed by your company, stating the name, address and telephone number of the owner, name and location of similar project, approximate cost for each, and time period of contract performance (month and year started/month and year completed).
11. List your major equipment available for this contract.
12. With what banks do you do business?

Page 2 Bidder's Qualification Form

13. Do you grant the Awarding Authority permission to contact this (these) institution(s)?

Yes _____ No _____

Dated at _____ this _____ day of _____

Name of Bidder

By

Title

COMMONWEALTH OF MASSACHUSETTS

_____ being duly sworn, deposes and says that he is

_____ of _____ and that the
Title Name of Organization

answers to the foregoing questions and all statements contained therein are true and correct.

Sworn to me this _____ day of _____, 20____

Notary

My commission expires _____

Bidder's Courtesy Checklist:

This list does not need to be submitted with the bid. However, the following items **MUST** be submitted, typed or filled in and signed (where applicable) in ink, in order for a bid to be considered responsive.

_____ Bid Sheets

_____ Certificate of non-collusion

_____ Tax compliance certificate

_____ Bidder's qualification form (notarized and filled in completely)