



## INVITATION FOR BIDS

**IFB #2010-0305-0911**

**August 14, 2009**

City of Newport News, Dept. of Purchasing  
2400 Washington Avenue, 4<sup>th</sup> Floor, City Hall  
**Newport News, VA 23607**

Phone: (757) 926-8042/ Fax: (757) 926-8038

[www.nngov.com/purchasing](http://www.nngov.com/purchasing)

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### SODIUM HYPOCHLORITE FOR WATERWORKS DEPARTMENT

Sealed bids, subject to the conditions and instructions contained herein, will be received at the above office of the Purchasing Agent, 4th Floor, City Hall, 2400 Washington Avenue, Newport News, Virginia, through the due date and hour shown below (local prevailing time), and then publicly opened, for furnishing the following described equipment, materials, and/or services, for delivery and/or performance F.O.B. NEWPORT NEWS, VIRGINIA.

**SCOPE:** To establish a renewable annual contract for Sodium Hypochlorite for the Department of Public Utilities.

**BID DUE:** **August 25, 2009 @ 2:30 PM**

Contract Officer: \_\_\_\_\_  
Ayana Fields, Buyer II, [afields@nngov.com](mailto:afields@nngov.com)

**\*\*\*AN ORIGINAL AND ONE (1) COPY OF YOUR SUBMITTAL IS REQUESTED\*\*\***

In compliance with this Invitation for Bids, and subject to all the conditions thereof, the undersigned offers, if this bid is accepted within (60) calendar days from the date of the opening, to furnish any or all of the items and/or services upon which prices are quoted, at the price set opposite each item, to be delivered at the time and place specified herein. The undersigned certifies he has read, understands, and agrees to all terms, conditions, and requirements of this bid, and is authorized to contract on behalf of firm named below.

**This public body does not discriminate against faith based organizations**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax No.: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form must be signed. All signatures must be original and not photocopies

## CONDITIONS AND INSTRUCTIONS

Rev: 09/22/09

1. All bids shall be submitted on and in accordance with this form. If more space is required to furnish a description of the commodities and/or services bid, or delivery terms, the bidder may attach a letter hereto that will be made a part of the bid. All bids shall be submitted sealed, plainly marked showing the bid number, date and time. The entire solicitation document is to be returned when submitting a bid, unless otherwise directed by the bid document. Failure to return all pages may result in a determination that the submittal is non-responsive.
2. Bids and amendments thereto, if received by the Purchasing Department after the date and time specified for bid opening, will not be considered. It will be the responsibility of the bidder to see that their bid is received by the Purchasing Department as specified. There will be no exceptions. Date of postmark will not be considered. Telephone, facsimile, electronic and verbal bids will not be accepted. Prices or changes shown on the outside of an envelope will not be considered in determination of low bid.
3. If City Hall is closed for business at the time scheduled for bid opening, for whatever reasons, sealed bids will be accepted and opened on the next business day of the City, at the originally scheduled hour.
4. Receipt of your bid by the City is not to be construed as an award or an order to ship.
5. Each bid is received with the understanding that the acceptance in writing by the City of the bidder to furnish any or all of the commodities and/or services described therein, shall constitute a contract between the bidder and the City, which shall bind the bidder on his part to furnish and deliver the articles quoted on at the prices stated and in accordance with the conditions of said accepted bid; and the City on its part to order from such bidder, except for causes beyond reasonable control; and pay for, at the agreed prices, all articles specified and delivered.
6. Bidders have the right to request withdrawal of their bids from consideration due to error by giving notice not later than two days after bids are publicly opened. Work papers showing evidence of error(s) may be required. Upon request Administrative withdrawal procedures will be provided that shall be used for that purpose.
7. If issued, addenda to this solicitation will be posted on the Purchasing Department's website ([www.nngov.com/purchasing](http://www.nngov.com/purchasing)). It is the bidder's responsibility to check the website or contact the Purchasing Department prior to the submittal deadline to ensure that the bidder has a complete, up-to-date package.
8. The solicitation document maintained by the Purchasing Department, in the bid file folder, shall be considered the official copy. In the case of any inconsistency between bid documents submitted to the City, but not clearly listed on the exception page of the document as an exception by the bidder, the language of the official copy shall prevail. Furthermore, any exception or changes to the specifications made by the bidder may be cause to disqualify your bid.
9. Award will be made to the lowest responsive and responsible bidder. The quality of the articles to be supplied, their conformity with the specifications, their suitability to the requirements, the delivery terms, qualifications and references will be taken into consideration in making an award. Length of time for delivery as well as price may be considered in awarding the bid.

Unless canceled or rejected, a responsive bid from the lowest responsible bidder shall be accepted as submitted; except that if the bid from the lowest responsible bidder exceeds available funds, the purchasing director may negotiate with the apparent low bidder to obtain a contract price within available funds.

Upon making an award, or giving notice of intent to award, the City will place appropriate notice on the public bulletin board located outside of the Purchasing Department at City Hall. Notice of award may also appear on the Purchasing Website: [www.nngov.com/purchasing](http://www.nngov.com/purchasing) or [www.demandstar.com](http://www.demandstar.com).

10. The City reserves the right to reject any and all bids, and to waive any informality if it is determined to be in the best interest of the City.
11. If authorized by the Bidder(s), the resultant contract(s) may be extended to any jurisdiction within the Commonwealth of Virginia to purchase at contract prices in accordance with contract terms. Any jurisdiction using such contracts shall place its own order(s) directly with the successful Contractor(s). The City of Newport News acts only as the Contracting Agent and is not responsible for placement of orders, payment or discrepancies of the participating jurisdictions. It is the Contractor's responsibility to notify the jurisdictions of the availability of contract(s). Bidder not desiring to sell to other jurisdictions under this clause shall so indicate in their response.
12. Prices shall be stated in units of quantity specified. No additional charges shall be passed to the City, including any applicable taxes, delivery or surcharges. Prices quoted shall be the final cost to the City.
13. All prices and notations should be in ink or typewritten. Mistakes may be crossed out and corrections made in ink and must be initialed and dated in ink by the person signing the bid.
14. In case of error in the extension of prices, the unit price shall govern.
15. The time of proposed delivery must be stated in definite terms. If time of delivery for different commodities varies, the bidder shall so state.
16. Samples, when requested, must be furnished free of expense, and upon request, if not destroyed, will be returned at the bidder's risk and expense.
17. Unless qualified by the provision "NO SUBSTITUTE", the use of the name of the manufacturer, brand make or catalog designation in specifying an item does not restrict bidders to the manufacturer, brand, make or catalog designation identification. This is used simply to indicate the character, quality and/or performance equivalence of the commodity desired. The commodity on which bids are submitted must be of such character, quality and/or performance equivalence that it will serve as that specified. In submitting bids on a commodity other than as specified, bidder shall furnish complete data and identification with respect to the alternate commodity they propose to furnish.  
  
Consideration will be given to bids submitted on alternate commodities to the extent that such action is deemed to serve the best interests of the City. If the bidder does not indicate that the commodity he proposes to furnish is other than specified, it will be construed to mean that the bidder proposes to furnish the exact commodity described.
18. Any equipment delivered must be standard new and unused equipment, latest model, except as otherwise specifically stated in the bid. Where any part or the normal accessories of equipment is not described, it shall be understood that all the equipment and accessories that are usually provided in the manufacturer's stock model shall be furnished.
19. The apparent silence of these specifications and any supplemental specifications as to any detail or the omission from the specifications of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and correct type, size and design are to be used. All interpretations of these specifications shall be made on the basis of this statement.
20. All bids must be signed by an authorized, responsible officer or employee having the capacity to enter contracts. Obligations assumed by such signature must be fulfilled.
21. By signing this bid, the bidder assigns to the City any and all rights that he may have under the antitrust laws of the United States and the Commonwealth of Virginia in any way arising from or pertaining to this bid. This provision is remedial in nature and is to be liberally construed by any court in favor of the City.

22. The bidder certifies by signing this Invitation for Bid that this bid is made without prior understanding, agreement, or accord with any other person submitting a bid for the same product or service and that this bid is in all respects bona fide, fair and not the result of any act of fraud or collusion with another person engaged in the same line of business or commerce. Any false statement hereunder constitutes a felony and can result in a fine and imprisonment, as well as civil damages.
23. The contractor guarantees to defend and save the City, its agents and employees, harmless from liability of any nature or kind, for use of any copyright, composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, or which the contractor is not the patentee, assignee, or licensee.
24. The contractor shall keep himself fully informed of all federal, state and local laws, ordinances and regulations that in any manner affect the conduct of the work. The contractor shall at all times observe and comply with all such laws, ordinances and regulations and he shall protect and indemnify the City, and its representatives against any claim or liability arising from or based on any violation of the same, whether by the contractor, his subcontractors, suppliers of materials or services, or others engaged by the contractor or the employees of any of them. **The contractor certifies that he does not and shall not during the performance of the contract for goods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986, as amended.**

**Every business must register with the Virginia State Corporation Commission before transacting business in Virginia.**

25. **Contractor's License** If any of the services promulgated under this solicitation consist of construction work, it is required under Title 54.1, Chapter 11, Code of Virginia for a contractor who performs or manages construction, removal, repair, or improvements when the total value referred to in a single contract or project is:

Seventy thousand dollars (\$70,000) or more, or the total value of all such construction, removal, repair or improvements undertaken by such person within any twelve-month period is five hundred thousand dollars (\$500,000) or more shall show evidence of being licensed as a **Class A Contractor**.

Seventy-five hundred dollars (\$7,500.00) or more, but less than seventy thousand dollars (\$70,000) or the total value of all such construction, removal, repair or improvements undertaken by such person within any twelve-month period is one hundred and fifty thousand dollars (\$150,000) or more, but less than five hundred thousand dollars (\$500,000) shall show evidence of being licensed as a **Class B Contractor**.

Over one thousand dollars (\$1,000) but no more than seventy-five hundred dollars (\$7,500) or the total value of all such construction, removal, repair, or improvements undertaken by such person within any twelve-month period is no more than one hundred and fifty thousand dollars shall show evidence of being licensed as a **Class C Contractor**.

The City shall require master certification as a condition of licensure or certification of electrical, plumbing and heating, ventilation and air conditioning contractors.

A valid business license from the City may be required. The bidder shall complete whichever of the following notations as appropriate:

"Licensed Class A Virginia Contractor No. \_\_\_\_\_."

"Licensed Class B Virginia Contractor No. \_\_\_\_\_."

"Licensed Class C Virginia Contractor No. \_\_\_\_\_."

26. Payment Terms:

- a) Payment terms shall be "2%-20, Net 30 days" unless otherwise stated by the bidder on this submittal form. Alternate terms may be offered by bidder for prompt payment of bills.
  - b) Payment terms shall be considered in determining the low bidder.
  - c) Discount period shall be computed from the date of proper receipt of the vendor's correct invoice, or from the date of acceptable receipt of the goods/services, whichever is latest.
  - d) The payment terms stated herein must appear on the vendor's invoice. Failure to comply with this requirement shall result in the invoice being returned to the vendor for correction.
  - e) Late payment charges shall not exceed the allowable rate specified by the Commonwealth of Virginia Prompt Payment Act. (1% per month)
27. Availability of Funds: A contract shall be deemed in force only to the extent of appropriations available to each department for the purchase of such articles or services. The City's extended obligations on those contracts that envision extended funding through successive fiscal periods shall be contingent upon actual appropriations for the following years.
28. In event of default by the contractor, the City reserves the right to procure the commodities and/or services from other sources, and hold the contractor liable for any excess cost occasioned thereby.
29. Appeals Procedure: Upon your request, administrative appeals information will be provided that shall be used for hearing protests of a decision to award or an award, appeals from refusal to allow withdrawal of bids, appeals from disqualification, appeals for debarment or suspension, or determinations of non-responsibility and appeals from decision or disputes arising during the performance of a contract. To be timely, all appeals, except contract disputes, shall be made within ten days of either public notice of award, or the actual award, whichever is first.
30. **It is the policy of the City of Newport News to facilitate the establishment, preservation, and strengthening of small businesses and businesses owned by women and minorities and to encourage their participation in the City's procurement activities. Toward that end, the City of Newport News encourages these firms to compete and encourages non-minority firms to provide for the participation of small businesses and businesses owned by women and minorities through partnerships, joint ventures, subcontracts, and other contractual opportunities. Bidder is requested to complete the SMB, MBE and WBE Business Objectives form within this document.**
31. The City has a directory of Newport News Minority and Women-owned businesses. The directory is distributed, at request, at no additional cost.
32. This public body does not discriminate against faith based organizations.
33. Non-Discrimination: During the performance of this contract, the contractor agrees as follows:
- (a) He will not discriminate against any employees or applicants for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where one or more of these are a bona fide occupational qualification reasonably necessary to the normal operations of the contractor. The contractor agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
  - (b) The contractor will be and state that he is an equal opportunity employer in all solicitations or advertisements for employees.
  - (c) Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

The contractor will include the provisions of the foregoing paragraphs (a), (b) and (c) in every subcontract or purchase order of over ten thousand dollars so that the provisions will be binding upon each subcontractor or vendor.

34. During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this subsection, "A drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with this subsection, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

35. Assignment of Contract: A contract shall not be assignable by the contractor in whole or in part without the written consent of the City.
36. Applicable Law and Courts: Any purchase order/contract resulting from this solicitation shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The contractor shall comply with applicable federal, state and local laws and regulations.
37. Severability: If any provision of this Agreement or the application thereof to any person or circumstances shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those which it is invalid or unenforceable, shall not be affected hereby, and each provision of this Agreement shall be valid and enforced to the full extent permitted by law.
38. Cancellation: The City may cancel the contract at its convenience, without penalty, at any time by giving thirty (30) days written notice or may cancel the contract immediately for violations of safety or rules of ethics. The City may cancel a contract thirty (30) days after the City has given a written request for a cure for vendor non-performance if such cure has not occurred. Cancellation shall not release the vendor from legal remedies available to the City. If the contract is an extended term contract, after completion of the first contract period, either party may cancel the contract without penalty. Written notice of such termination shall be made a minimum of sixty (60) days prior to its effective date.
39. Direct contact with City departments other than Purchasing, on the subject of this bid is expressly forbidden except with the foreknowledge and permission of the Director of Purchasing or their representative. Violation may result in a determination that your firm is ineligible for award.
40. Questions or comments related to this solicitation should be directed to the Contract Officer, whose name and contact information appears on the front of this document. All questions must be submitted in writing (facsimile or email); telephonic inquiries will not be considered.

**SMALL, MINORITY, WOMEN-OWNED  
BUSINESS OBJECTIVES**

It is an important business objective of the City to promote the economic enhancement of small businesses (SBE), minority businesses (MBE), and women-owned businesses (WBE). The success of the City to track the amount of business received by SBE, MBE and WBE FIRMS (whether as a prime contractor or a subcontractor) is dependent upon the business community partnering with us in this important endeavor.

If you anticipate **sub-contracting** to any of these businesses in the performance of this contract, you are requested to individually report the total dollars for each business classification. Failure to report the dollars in the categories below may result in the application of stronger requirements being placed on bidders to assure that SBE, MBE and WBE firms receive benefits from City contracts.

**Complete the following information and return the form with your package.**

1. If you are a SBE, MBE or WBE, please check one of the following boxes:

SBE                       MBE                       WBE

2. In the spaces below, report the anticipated dollars that you intend to subcontract to each business type if a contract is awarded to your firm. (If you do not intend to sub-contract any work to others, even if you are a S/M/WBE, put zeros in the spaces below).

Total **SBE** Dollars to be Sub-contracted \$\_\_\_\_\_

Total **MBE** Dollars to be Sub-contracted \$\_\_\_\_\_

Total **WBE** Dollars to be Sub-contracted \$\_\_\_\_\_

3. If you are not a SBE, MBE, or WBE and you do not plan to utilize such firms in this contract, please state your reasons:

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**ANTI-COLLUSION CERTIFICATION**

The bidder certifies that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same product and that this bid is in all respects bona fide, fair and not the result of any act of fraud or collusion with another person or firm engaged in the same line of business or commerce. The bidder understands collusive bidding is a violation of Federal Law and that any false statement hereunder constitutes a felony and can result in fines, imprisonment, as well as civil damages. The bidder also understands that failure to sign this statement will make the bid non-responsive and unqualified for award.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Company: \_\_\_\_\_

## **COOPERATIVE BIDDING**

The City of Newport News issues this Invitation for Bids (IFB) in accordance with the City of Newport News' procurement code (Section 2-552.1 (7), and on behalf of the members of the Southeastern Virginia Governmental Purchasing Cooperative (SVGPC), as well as other governmental jurisdictions and school divisions.

Bidders are advised that all resultant contracts will be extended, with the authorization of the bidder, to other governmental jurisdictions and school divisions as may be interested. Should other entities decide to use the final contract, the contractor shall deal directly with that jurisdiction or political subdivision concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing and payments. The City of Newport acts only as the "Contracting Agent" for these jurisdictions and political subdivisions. Failure to extend a contract to any jurisdiction will have no effect on consideration of your bid or offer.

It is the responsibility of the contractor to notify the jurisdictions and political subdivision of the availability of the contract.

Each participating jurisdiction and political subdivisions has the option of executing a separate contract with the contractor. Such contracts may contain general terms and conditions unique to those jurisdictions and political subdivisions. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the contractor, the contractor may withdraw its extension of the award to that jurisdiction.

The City of Newport News shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction or political subdivision by the contractor.

SVGPC members reserve the right to make awards to the lowest responsive and responsible bidder during the contract term. SVGPC members not explicitly named in the IFB are not obligated to participate, nor is the successful bidder obligated to contract with other SVGPC members.

### **SVGPC Members:**

City of Chesapeake  
City of Hampton  
City of Newport News  
City of Norfolk  
City of Portsmouth  
City of Virginia Beach  
City of Williamsburg  
County of Gloucester  
County of James City  
County of King William  
County of York

Newport News Public Schools  
Williamsburg/James City County Public Schools  
York County Public Schools  
Christopher Newport University  
College of William & Mary  
Norfolk State University  
Tidewater Community College  
Jamestown/Yorktown Foundation  
Southeastern Public Service Authority

# **SODIUM HYPOCHLORITE SPECIFICATIONS**

## **GENERAL:**

This Invitation for Bid shall be the basis for establishing a Blanket Purchase Order Contract to cover stock requirements for Liquid Sodium Hypochlorite during the period and renewal option specified below. Only those items specified herein may be furnished. Any substitution of material will require prior written approval by the City of Newport News. The contractor will bid on two separate line items for the same product. One line item will be for deliveries of 100-1200 gallon increments and the other will be for deliveries of 4400 gallon increments.

## **SPECIFICATIONS:**

The Contractor shall provide bulk 12 1/2% (by weight) +/- 0.5% sodium hypochlorite (NaOCl) to the Newport News Waterworks' Upper York Pump Station, Mercury LaSalle Pump Station, Lightfoot Well Stations no. 1 and 5, Harwood's Mill Manganese Removal Facility and Lee Hall Water Treatment Plant.

The sodium hypochlorite supplied by the Contractor shall meet or exceed ANSI/AWWA standard B300-04 or subsequent revisions. In addition, the sodium hypochlorite supplied shall be listed by the NSF as being in full compliance with NSF Standard No. 60 for Drinking Water Treatment Chemicals – Health Effects.

## **ALL MATERIAL PROVIDED MUST BE NSF STANDARD 60 CERTIFIED.**

## **DELIVERY:**

**For line item #1**, the Contractor shall be notified by telephone (or email with return receipt?) for requested deliveries. The Contractor shall make deliveries within 48 hours of the request.

- Deliveries to the Harwood's Mill Manganese Removal Facility shall be in 400 - 800 gallon increments.
- Deliveries to the Upper York Pump Station shall be in 400 gallon increments.
- Deliveries to the Mercury LaSalle Pump Station and Lightfoot Well Stations shall be in 200 gallon increments.

Harwood's Mill Manganese Removal Facility – 3629 George Washington Memorial Highway, Yorktown, VA 23693

Upper York Pump Station – 10 Government Road, Williamsburg, VA 23185

Mercury LaSalle Pump Station – 2001 Seldondale Road, Hampton, VA 23666

Lightfoot Well Station no. 1 – 2020 Newman Road, Williamsburg, VA 23188

Lightfoot Well Station no. 5 – 1301 Lightfoot Road, Williamsburg, VA 23188

All deliveries shall be made on weekdays (excluding holidays) between the hours of 8:00 a.m. and 2:00 p.m. Deliveries to the Lightfoot Well Stations must be coordinated with City personnel. Therefore, the delivery vehicle operator must call City contact no less than one hour prior to delivery.

The Contractor shall ensure that the product is delivered in clean containers/tanks and is free of contamination. Contamination of stock shall render the contractor liable for disposal of contaminated material, cleanup of storage facilities and full replacement of stock at the Contractor's expense.

The transfer of sodium hypochlorite from the delivery vehicle to the Owner's storage tanks shall be the sole responsibility of the Contractor and the delivery vehicle operator. The Contractor and shipper shall be responsible for all health, safety, and costs associated with the transport and delivery, to include chemical spills and related cleanups. (The fill lines to the Owner's storage tanks are equipped with a 2-inch male quick-connect coupling).

**For line item #2**, it will be the responsibility of the contractor to coordinate deliveries with the Lee Hall Plant Superintendent, or his designated representative, to maintain plant storage tanks at a minimum of 50% capacity. Deliveries to the Lee Hall Plant shall be in 4400 gallon increments.

Lee Hall Water Treatment Plant – 437 Waterworks Way, Newport News, VA 23608

All deliveries shall be made on weekdays (excluding holidays) between the hours of 7:30 a.m. and 4:30 p.m.

The Contractor shall ensure that the product is delivered in clean containers/tanks and is free of contamination. Contamination of stock shall render the contractor liable for disposal of contaminated material, cleanup of storage facilities and full replacement of stock at the Contractor's expense.

The transfer of sodium hypochlorite from the delivery vehicle to the Owner's storage tanks shall be the sole responsibility of the Contractor and the delivery vehicle operator. The Contractor and shipper shall be responsible for all health, safety, and costs associated with the transport and delivery, to include chemical spills and related cleanups. (The fill lines to the Owner's storage tanks are equipped with 4-inch male quick-connect couplings).

The Owner reserves the right to reject any delivery which does not conform to these specifications or which has been contaminated.

**CONTRACT TERM:**

The contract term shall be from date of award until June 30, 2010, with three options in one year increments. Option year pricing will be subject to the terms and condition of the price

escalation/de-escalation clause contained here. Options are at the sole discretion of the City. ALL prices shall be F.O.B. destination.

**PRICE ESCALATION/DEESCALATION CLAUSE**

Contract prices as quoted shall remain firm for the initial twelve-month period, and may be adjusted at the beginning of each subsequent twelve-month term as follows.

The Contractor may request a price adjustment not more frequently than every twelve months. The request shall be made in writing to the Contract Officer.

Requests for a price adjustment for the products (sodium hypochlorite) shall be based on the percentage change of the Chemicals and Allied Products (WPU06) section of the Producers Price Index, as listed for the most recent twelve-month period on the U. S. Department of Labor’s Bureau of Labor Statistics website (<http://data.bls.gov/cgi-bin/surveymost>). The percentage increase shall be applied to the most recent agreed upon price in affect for the City.

Requests for an adjustment for the delivery charge shall be based on the percentage change of the Gasoline (WPS0571) section of the Producers Price Index, as listed for the most recent twelve-month period on the U. S. Department of Labor’s Bureau of Labor Statistics website (<http://data.bls.gov/cgi-bin/surveymost>). The percentage increase shall be applied to the most recent agreed upon price in affect for the City.

*The City reserves the right to negotiate reductions in the quoted price schedule at any time during any contract period.*

**QUANTITY:**

Total estimated bid quantity for line item #1 is 15,000 gallons and 600,000 gallons for line item #2.

The “estimated annual usage” of each product is expressly agreed to be an estimate only, and nothing herein shall bind the City of Newport News to purchase any specified amount of the product. It is also further understood that the City of Newport News shall not be obligated to purchase or pay for any product covered unless and until order and received by the City of Newport News.

**AFFIDAVIT OF COMPLIANCE:**

The Contractor shall submit with the IFB an Affidavit of Compliance that the sodium hypochlorite to be provided under this contract is in conformance with these standards prior to the issuance of an award. This may be provided with your bid or after notice of intent to award is given.

**CANCELLATION**

The City may cancel the contract with the vendor at any time for vendor poor performance. Cancellation shall not release the vendor from legal remedies available to the City.

After the first contract period term, either party may cancel the contract in part or whole without penalty. Written notice of such termination shall be made a minimum of sixty (60) days prior to its effective date.

**SILENCE OF SPECIFICATIONS**

The apparent silence of these specifications and any supplemental specifications as to any detail or the omission from the specifications of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials of the highest quality and correct type, size, and design are to be used. All interpretations of these specifications shall be made on the basis of this statement.

**PRICE SHEET**

<b>QUANTITY</b>	<b>ITEM 1</b>	<b>UNIT PRICE</b>	<b>EXTENDED PRICE</b>
<b>15,000 gals</b>	<b>COMMERCIAL SODIUM HYPOCHLORITE PER SPECIFICATIONS</b>	\$ _____ <b>PER GALLON</b>	\$ _____
		<b>TOTAL PRICE</b>	\$ _____

<b>QUANTITY</b>	<b>ITEM 2</b>	<b>UNIT PRICE</b>	<b>EXTENDED PRICE</b>
<b>600,000 gals</b>	<b>COMMERCIAL SODIUM HYPOCHLORITE PER SPECIFICATIONS</b>	\$ _____ <b>PER GALLON</b>	\$ _____
		<b>TOTAL PRICE</b>	\$ _____

**Total bid price for items 1 and 2 \$ \_\_\_\_\_**

EXCEPTIONS:

Note: Bidder must sign the appropriate statement below, as applicable:

- ( ) Bidder understands and agrees to all terms, conditions, requirements, and specifications stated herein.

Firm: \_\_\_\_\_

Signature: \_\_\_\_\_

- ( ) Bidder takes exception to terms, conditions, requirements, or specifications stated herein (Bidder must itemize all exceptions below, and return with this IFB submittal):

Firm: \_\_\_\_\_

Signature: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Specify payment terms if other than "2%-20, Net 30":** \_\_\_\_\_

Payment terms shall be considered in determining the low bidder.

Vendors should note that any exceptions taken from the stated terms and or specifications may be cause for their submittal to be deemed "Non-responsive", risking the rejection of their submittal.

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**BID RESULTS**

Bid results may be obtained from our website at:  
[www.nngov.com/purchasing](http://www.nngov.com/purchasing) or [www.demandstar.com](http://www.demandstar.com)

For a tally sheet, please send a stamped, self-addressed envelope, indicating the bid number, date opened, and a note requesting the tally information. There is a handling charge of \$.25 per sheet to reproduce the information. You may contact the Purchasing Department to determine the number of sheets. This information is also available on: [www.demandstar.com](http://www.demandstar.com)

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