



December 1, 2022

**Bid: 22-05-23 (J)**

Subject: Invitation to Bid

Prospective Bidders:

Sealed bids for requirements of **Powdered Activated Chemical** on attached forms will be received in the Purchasing Department of the **Birmingham Water Works Board**, located at **3600 First Avenue North, Birmingham, Alabama, 35222**, until **10:00 a.m., Thursday, December 8, 2022**, at which time and place they will be publicly opened and read.

**The bid opening will be via Teams Zoom Meeting. The link and phone number to join are listed in the email for the Invitation to bid. Please connect 5 minutes before the bid opening, just in case of technical difficulties.**

“Specifications and Conditions” and “Bid Form” are attached, and all bids shall be F.O.B. destination, freight prepaid, and at no charge. One copy of the bid should be returned, and the bidder should retain a copy.

The right is reserved to reject any or all bids submitted, waive any informalities and technicalities, and award to the bidder it is deemed will best and most economically serve the “Board’s” interests. The Board reserves the right to award the bid on an individual or total cost of bid basis. The Board reserves the right to exercise its option to extend the contract up to two (2) additional years with the mutual consent of both parties. The Board reserves the right to cancel this bid within thirty (30) days with written notice. The Board reserves the right to enter into a month-to-month contract once the contracts end, at the current prices, until the next bid is awarded the mutual consent of both parties. The Board reserves the right to RE-BID.

***Note: Please include a copy of your NSF 60 Certification with your bid.***

Bids must be mailed to 3600 First Avenue North, Birmingham, Alabama 35222, directed to the attention of the Purchasing Manager, and marked in the lower left-hand corner of the envelope as follows: **“Bids on Powdered Activated Carbon are due Thursday, December 8, 2022, @ 10:00 a.m.”**

Yours truly,

*Reis Logan*

Reis Logan  
Interim Purchasing Manager  
/ll

**SPECIFICATIONS & CONDITIONS**  
**2023 - POWDERED ACTIVATED CARBON**

Material shall conform to all AWWA Specification B600-16, or the latest revision thereof for Powdered Activated Carbon, and the Iodine # shall not be less than 800 mg/g. The PAC will be shipped as needed in bulk truckloads of approximately 40,000 lbs. The truck must be equipped with a 4" Cam-Lock connection for unloading.

*Note: Please include a copy of your NSF 60 Certification with your bid.*

Requirements for January 1, 2023, through December 31, 2023, are estimated at approximately (75,000 lbs.) but are not to be considered as a commitment to purchase any particular quantity of this product.

Shipments will be scheduled as requirements arise for the following plants:

Shades (Cahaba Pumping Station)

4012 Sicard Hollow Road  
Birmingham, Alabama 35243

Western Filter Plant

1400 Bankhead Highway  
Birmingham, Alabama 35214

All prices quoted must be F.O.B. destination and shall include the cost of the product, all freight and surcharge costs, and any other costs connected with furnishing this product. All prices quoted shall be firm for the calendar year 2023.

The right is reserved to telephone (charges collect) all releases to the successful bidder for all shipments required and to confirm the same in writing.

The "Board" will provide as much notice as possible when shipment releases are made. Still, the supplier must be able to make deliveries within seventy-two (72) hours following notice of release. All deliveries must be made no later than 2:00 p.m. (Birmingham, Alabama, time) on the day scheduled for delivery. Each shipment of this material shall be weighed on a truck scale certified by the State Bureau of Weights and Measures, and a certified copy of the weight ticket shall accompany each delivery ticket.

Any failure by a supplier to furnish carbon and make deliveries by all the "Specifications and Conditions" contained in this bid shall be deemed a breach of contract by the supplier and constitute grounds for immediate cancellation, without notice, of the agreement by the "Board."

A contract purchase order will be issued to the lowest acceptable bidder against which releases for shipments to all **two (2)** plants when and as requirements arise. The contract order and this "Invitation to Bid" with "Specifications and Conditions" and the bidder's quotation shall constitute a contract for our requirements.

The net weight of each shipment shall be determined from the tare and gross weights made on scales certified by the State Bureau of Weights and Measures, and a certified copy of the weight ticket shall accompany each delivery ticket.

Because of security and safety concerns, all delivery vehicle drivers shall be U.S. citizens and have a proper commercial driver's license with a Hazardous Material endorsement. Driver information will be submitted in advance to The Birmingham Water Works Security Department for background checks. Contractor drivers shall display their driver's license whenever Birmingham Water Works Board challenges during delivery. Failure to show proper license shall result in rejection of delivery. All deliveries shall be properly sealed after loading, and the number on the seal faxed to the plant for comparison. Broken seals are cause for rejection.

### **PRODUCT MATERIAL REQUIREMENTS**

**All Powdered Activated Carbon (PAC) product that is supplied to BWW shall meet the following quality parameter requirements:**

- **The quality requirements listed here apply to non-wood-based, virgin PAC (not reactivated) to be used in water supply service applications.**
- **All PAC supplied to the BWW should be made from bituminous coal, lignite, or a blend of source materials, all of which originate from North America. All PAC supplied to the BWW shall be processed within the United States.**
- **The PAC will be used in the potable water treatment process and shall have sufficient adsorption capacity to effectively remove organic chemicals that can cause taste and odor or that can form disinfection byproducts.**
- **The moisture content at the time of shipment shall not exceed 8% by weight.**
- **The apparent density shall be between 0.2 and 0.75 g/cc.**
- **Particle Size Distribution**
  - o **At least 99% of the activated carbon shall pass a No. 100 sieve**
  - o **At least 95% of the activated carbon shall pass a No. 200 sieve**
  - o **At least 90% of the activated carbon shall pass a No. 325 sieve.**
- **The Iodine Number shall not be less than 800 mg/g.**
- **The PAC shall contain no substances in quantities capable of producing deleterious or injurious effects on the health of those consuming water that has been properly treated with PAC.**
- **The carbon shall have wetting characteristics such that it readily goes into suspension and does not float on the surface of the water to which it is applied.**
- **The tannin number shall not be greater than 350 mg/L.**

**The Bidder shall provide within the bid a Technical Data Sheet (or Product Data Sheet, or an equivalent document) that provides information regarding the general quality of the product that will be supplied to the BWW.**

--- Supplied powdered activated carbon under this contract shall be tested and certified as meeting the **specification of not less than Iodine Number 800 mg/g**, and those of the American National Standards Institute/National Sanitation Foundation Standard 60 (ANSI/NSF Standard 60) Drinking Water Treatment Chemicals Health Effects.

--- It is the Contractor's responsibility to inform Birmingham Water Works Board that its NSF or UL certification has been revoked or lapsed within 24 hours of the time the supplier receives verbal or written notification. Loss of certification shall constitute enough grounds for immediate termination of the contract between Birmingham Water Works Board and the Contractor.

--- Product shall be free of impurities and with minimum amounts of sediment. It shall contain no soluble materials or organic substances in quantities capable of producing deleterious or injurious effects on the health of those consuming water treated with powdered activated carbon.

## **QUALITY ASSURANCE, SAFETY, AND TRAINING**

--- **Sampling and Testing:** All Sampling and Testing shall be by EPA and AWWA standards.

--- **Sampling and Testing Before Unloading:** At the sole discretion of the Birmingham Water Works Board, the Contractor's delivery personnel (driver) may be asked to provide a sample of powdered activated carbon before the shipment is unloaded. The sample shall be considered representative of the lot. Birmingham Water Works Board reserves the right to subject samples of the powdered activated carbon to quick analyses to ensure that it meets the primary conditions of the specification. Any lot tested by Birmingham Water Works Board that fails to comply with the Specification shall constitute grounds for rejection of that lot. No payment shall be made for powdered activated carbon that is rejected.

--- **Sampling and Testing of Shipment after Unloading:** The Birmingham Water Works Board reserves the right to subject samples of the powdered activated carbon to complete analyses to ensure that it meets EPA specifications and this Specification. Three failures during any period of this contract shall constitute automatic termination of the Contractor's supply contract with Birmingham Water Works Board.

--- **Certified Analysis.** The contractor shall supply an affidavit, signed by a corporate designated official, certifying that the powdered activated carbon furnished by the Contractor complies with all applicable requirements of this Specification and any AWWA Standards. This can be combined with the certificate of analysis. A certificate of analysis report from the manufacturer shall be submitted for each delivery to Birmingham Water Works Board.

---No deliveries will be accepted by Birmingham Water Works Board unless accompanied by said certified laboratory report for the specific batch of powdered activated carbon delivered showing the above data and that it conforms to the Specification.

## OCCUPATIONAL HEALTH AND SAFETY

### **--- Contractor Safety Requirements:**

The contractor must ensure delivery personnel's compliance with all OSHA requirements, including personal protective equipment for Contractor delivery personnel.

--- Contractor delivery personnel must remain within safe proximity while the transfer is in progress and continuously monitor for leaking hoses, connections, or other problems. The contractor delivery personnel must contain leaks and report all spills.

--The Contractor shall be responsible for off-loading into the storage tanks at the delivery sites and **MUST** provide all necessary hoses, fittings, pumps, etc. required to safely and efficiently **"offload"** into designated storage tanks. **Both parties shall be responsible for ascertaining the correct storage tanks and fill point locations to prevent accidental discharge of the product into the wrong storage tank(s).**

The Contractor shall observe the entire filling operation at each delivery site and immediately report any spills caused during the filling operations. The Contractor shall take immediate and appropriate actions to clean up any spills. If Birmingham Water Works Board unloading equipment such as pipes, valves, or level indication and alarms should fail and the spillage is not the fault of the Contractor or its subcontractor, the Contractor shall be relieved of cleanup of the spill.

- **Safety Data Sheets:** The SDS must be made available. The SDS must be appropriately maintained and updated as necessary.

--- **Safety Handling Training:** The Contractor shall provide an appropriate safety handling training course for powdered activated carbon within the first month of the contract to all current Birmingham Water Works Board operations personnel that are involved in handling powdered activated carbon as necessary. The Contractor shall provide this assistance at no charge to Birmingham Water Works Board.

--- **Technical Assistance:** The Contractor shall provide engineering and technical assistance, as needed, regarding the application of its product in the water treatment process.

*In case of default by the vendor, the Board may procure the articles or services from other sources. It may deduct from any monies due, or that may become due to the vendor, the difference between the price in the contract or purchase order and the actual cost to the Board. Prices paid by the Board shall be considered the prevailing market price at the time such a purchase is made.*

\*\*If bidding on a product manufactured by another firm, you must submit a letter from the manufacturer of that product giving your company as an agent authorized to bid on that product. The letter may be a blanket letter from the manufacturer renewable at the beginning of the calendar year, giving your company authorization to bid on and sell the products you are quoting. This letter may cover as many items as are represented by your company.

**Inquiries:** Any questions that may arise relative to specifications in this bid should be directed to **Mr. Timothy Harris, Superintendent of Water Treatment, at (205) 244-4371, (205) 244-4162, or by email at [timothy.harris@bwwb.org](mailto:timothy.harris@bwwb.org). Any questions about the purchasing or HUB forms should be directed to LyTonja Levert, Purchasing Buyer, @ 205-244-4305 or by email at [tonja.levert@bwwb.org](mailto:tonja.levert@bwwb.org).**

## **Price increase/decrease terms for 2023 CY chemical specifications**

The solicitation is to establish a term contract for a one (1) year period from the effective date of the award. It may, by mutual agreement, be renewed at the same terms and conditions for up to two additional one-year periods. The contract award will be between the awarding bidder (known hereafter as “VENDOR”) and The Water Works Board of the City of Birmingham (known hereafter as “BWVB”). In the event goods/services are scheduled to end due to expiration of the if requested by BWVB. At the mutual written agreement of both parties, we will continue delivery of goods/services as needed beyond the current contract expiration date. VENDOR shall be compensated at the rate in effect when the contract extension amendment is executed by both parties unless otherwise agreed to by BWVB.

VENDOR shall agree that submitted pricing will be held firm for no less than a period of three (3) months within the one (1) year contract term. A price escalation or reduction may be requested by VENDOR or BWVB to the price of all goods/services. BWVB may, in its sole discretion, accept an equitable adjustment in the contract terms or pricing if pricing or availability of supply is affected by extreme and unforeseen volatility in the economy and/or marketplace, that is, by circumstances that satisfy all the following criteria: (1) the volatility is due to causes wholly beyond VENDOR’s control, (2) the volatility affects the marketplace or industry, not just the particular contract source of supply, (3) the effect on pricing or availability of supply is substantial, (4) the volatility so affects VENDOR that continued performance of the contract would result in a substantial loss, and (5) no price adjustment will be approved to compensate VENDOR for the inefficiency or for errors or omissions in judgment or for additional profit.

Requests from VENDOR for price adjustments shall be received in writing (via email or fax) to BWVB’s Purchasing Department a minimum of 45 calendar days prior to the requested effective date of price adjustment and are subject to BWVB approval (if applicable) and execution of a contract amendment before becoming effective. Failure to reach an agreement for a requested price adjustment may, at the sole option of BWVB, result in the termination of the Agreement for cause.

Compelling and verifiable documentation substantiating the causes of any requested price adjustments shall be provided with the request. BWVB reserves the right to consider various pertinent information sources to evaluate price adjustment requests (e.g., CPI, PPI (including sub-indexes) as published by the US Department of Labor, Bureau of Labor Statistics). BWVB also reserves the right

to consider other information related to special economic and/or industry circumstances when evaluating a price adjustment request. Price adjustments may be either increases or decreases and may be requested by either party.

If after BWWB approves a requested price increase, market indicators demonstrate that prices have decreased by more than 5% and that VENDOR has not offered to pass the decrease on to BWWB, BWWB reserves the right to place VENDOR in default, cancel the award, and remove VENDOR from BWWB's bidder's list for a period deemed suitable by BWWB.

Notwithstanding the aforementioned, requests for price adjustments will be handled by BWWB on a case-by-case basis. BWWB, in its sole discretion, will determine whether to accept the requested price adjustments. BWWB will notify VENDOR in writing of the effective date of any approved price adjustment.



**BIDDERS CHECKLIST (MUST BE RETURNED WITH BID)**

- Laboratory Analysis of *Powdered Activated Carbon* Sample Y/N
- NSF Certification Y/N
- List of References Y/N
- List of Subcontractors or Affiliates Y/N
- Exceptions Taken to the Specification Y/N

Any of which may result in Bidder's  
disqualification

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Name of Bidder

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Address of Bidder

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Signature and Title of Authorized Representative

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Date

DATE: December 1, 2022

BID22-05-23 (J)

**BID FORM - BID 22-05-23 (J)**

Reis Logan, Interim Purchasing Manager  
The Water Works of the City of Birmingham  
3600 First Avenue North  
Birmingham, Alabama 35222

Submitted below is our **firm** bid for **Powdered Activated Carbon** in accordance with your "Invitation to Bid", Specifications and Conditions" due **Thursday, December 8, 2022 @ 10:00 a.m.** Prices quoted are F.O.B. destination. The undersigned has read and understands said "Invitation to Bid" and "Specifications and Conditions" and expressly agrees to be bound by the terms terms thereof.

**Bid opening will be VIA TEAMS MEETING. The link will be listed within the email.**

**Note: "Please include a copy of your NSF 60 Certifications with your bid.  
Please review the Board "Price increase/decrease terms at the end of the specifications"**

**PLEASE ATTACH THIS BID FORM TO THE FRONT OF YOUR BID SUBMITTAL**

QUANTITY	DESCRIPTION	UNIT PRICE PER POUND DELIVERED	TOTAL PRICE PER POUND DELIVERED
<b>75,000 lbs.</b>	<b>Commercial Powered Activated Carbon 12 months</b>	\$ _____	\$ _____

**Note: The Board reserves the right to cancel this contract with a thirty (30) day written notice, All superfund taxes and fuel surcharges should be included in bid price.**

All bids are to be submitted in an sealed envelope directed to the attention of the Purchasing Manager and marked in the lower left-hand corner as follows: "  
marked in the lower left-hand corner as follows:

**Quotation on Powdered Activated Carbon, due 10:00 a.m.,  
Thursday, December 8, 2022**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

Are you bidding approved item per bid specifications?

Yes ( ) No ( )

If NO, please provide the manufacturer of product?

\_\_\_\_\_

DATE: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TERMS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

REQUIRED NOTICE PRIOR TO DAY OF DELIVERY: \_\_\_\_\_

CITY/STATE PRODUCT MANUFACTURED

\_\_\_\_\_