



BID PACKET

POOL CHEMICALS

Deadline: 11 a.m. on Monday, December 9, 2024.

**Mail or deliver bid packets to:
City of Sedalia Parks & Recreation Department
1800 W. 3rd Street
Sedalia, MO 65301**

BID SUBMITTED BY:

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON & PHONE #: _____

EMAIL: _____

PART I: NOTICE TO BIDDERS

The City of Sedalia Parks & Recreation Department will receive proposals for Pool Chemicals. Specifications are available in Part III.

Only proposal forms provided by the Parks and Recreation Department shall be used.

All such proposals as provided for herein shall be sealed and mailed/delivered to the Sedalia Parks & Recreation Department, 1800 W. 3rd St., Sedalia, MO 65301, at or prior to 11 a.m. on Monday, December 9, 2024. Proposals will be opened at or shortly after the above date & time.

Any proposal received after the above stated date will be returned unopened.

The City of Sedalia Parks Department retains the right to reject any and all proposals submitted, and to waive any informality contained in any proposal. The Sedalia Parks Department reserves the right to accept the proposal deemed most advantageous to the Sedalia Parks and Recreation Department.

Additional details concerning the requirements for submitting a proposal may be obtained from the Sedalia Parks & Recreation office by emailing Matt Clevenger, mclevenger@sedaliaparks.com or by calling 660 281-6638.

PART II: INFORMATION TO BIDDERS

A. BID ACCEPTANCE

The City of Sedalia Parks & Recreation Department (SPR) reserves the right to accept or reject any and all bids, to accept any bids deemed advantageous, and to waive irregularity in the bids. By bidding, the bidder acknowledges and will adhere to all bid specifications as stated within this bid packet. Only the services submitted and listed in this bid package and included in any addendums will be considered.

B. BID DEADLINE, FORMAT, AND SUBMISSION

1. All such proposals as provided for herein shall be sealed and mailed/delivered to the Sedalia Parks & Recreation Department, 1800 W. 3rd St., Sedalia, MO 65301, at or prior to 11:00 a.m. on Monday, December 9, 2024.
2. Only proposal forms provided by the Parks and Recreation Department shall be used. Your submission should include all pages within this bid packet (pages 1-7)
3. **Mark on outside of outer-most envelope or mailer "BID ON POOL CHEMICALS."**

C. BID OPENING

4. Proposals will be opened at or shortly after 11:00 a.m. on Monday, December 9, 2024.

D. BID AWARD

It is the intention of SPR is to award this bid to the lowest reasonable and responsible bidder. **The initial term will be two (2) years, with the option to renew for (2) additional one-year periods with no more than a 5% escalation per renewal term,** available upon the mutual agreement of the parties. SPR reserves the right to make a single award or multiple awards, whichever is in the best interest of SPR to accomplish all services outlined in this bid.

Anticipated contract start is February 1, 2025.

PART III: SPECIFICATIONS FOR POOL CHEMICALS

A. INTRODUCTION

1. SPR seeks competitive bid for supply and delivery of Pool Chemicals. The purpose of these specifications is to describe the minimum requirements of SPR for the goods and services described. The quantities listed are estimates based on previous usage. These estimates are for acquainting the bidder with probable quantities to be expected during the contract period. These estimates are not intended to set forth minimum or maximum quantities of this contract and shall not be construed as such.
2. SPR has two locations to which chemicals will need to be delivered to: Heckart Community Center at 1800 W. 3rd St. Sedalia MO and Liberty Pool at 1700 W. 3rd St. Sedalia MO.
3. SPR must be supplied MSDS sheets for all chemicals.

B. QUANTITY

The quantities listed below are estimated needs for 1 year.

Versachlor Chlorine Tablet

(Cannot be any other type of chlorine tablet due to existing equipment)

Delivery to Heckart Community Center

Needed year round

Estimated annual need: 192 buckets

Acid-Rite

(Cannot be substituted due to existing equipment)

Delivery to Heckart Community Center

Needed year round

Estimated annual need: 108 buckets

Sodium Bicarbonate

Delivery to Liberty Pool
Needed seasonally (approx. May-September)
Estimated need: 300 fifty-pound bags

Sulfuric Acid 40%

Delivery to Liberty Pool (storage tank)
Needed seasonally (approx. May-September)
Estimated need: 2600 gallons

Vertex Concentrate 10%

Delivery to Liberty Pool
Needed seasonally (approx. May-September)
Estimated need: 3100 gallons

Carbon dioxide liquid

If available within Sedalia, SPR will pick up.
Needed year round
Estimated annual need: Forty four (44) 528 lb. cylinders; and seven (7) 50 lb. cylinders.

The quantities listed above are estimates and do not guarantee order quantities over the course of the contract resulting from this bid. SPR reserves the right to increase or decrease these quantities, based upon need by SPR.

C. ORDER & DELIVERY REQUIREMENTS

Delivery is an essential part of this contract. If, during the term of the contract, the seller cannot fill delivery requirements, SPR retains the right to terminate the contract and make purchases from an alternate source. Normal deliveries can be made Monday-Friday between 7am and 12 pm noon.

D. PRICING

1. Prices for all goods and/or services shall be firm for the initial term of the contract.
2. Prices shall be inclusive and list all the charges as necessary to perform the requirements of this bid.
3. **If there are any additional charges of any kind, other than those mentioned above, specified or unspecified, bidder MUST indicate the terms required and attendant costs or forfeit the right to payment for such terms.**

E. ACCEPTANCE OF MATERIAL

Products which are not compliant with the specifications and/or not up SPR quality standards will be returned and replaced with compliant products at the vendor's expense. Payment will not be made for any non-compliant materials.

F. VEHICLES/EQUIPMENT

Transportation of chemicals shall be in compliance with State and Federal transportation handling and safety requirements. Vendor shall, if requested by SPR, produce documentation to demonstrate compliance with such requirements.

G. SPILL PROCEDURES

1. The vendor shall be responsible for any spills and/or leaks resulting from delivery or faulty equipment.
2. All incidents must be reported immediately to a SPR representative and the vendor is responsible for appropriate actions to clean up the spill.
3. If the vendor has not begun a clean-up remediation within thirty (30) minutes of the spill, SPR will hire a certified hazardous material handling company and the cost of such service will be charged to the vendor.
4. If the spill is due to SPR's equipment, and not the fault of the vendor, the vendor will be relieved of cleanup and/or charges.

H. DAMAGE TO PUBLIC PROPERTY

Extreme care shall be taken to safeguard all existing facilities, site amenities, irrigation systems, vehicles, etc. on our around the job site. Damage to public and/or private property shall be the responsibility of the vendor and shall be repaired and/or replaced at no additional cost to the City.

**SEDALIA PARKS & RECREATION – POOL CHEMICALS
 BID PACKET - PRICING SHEET**

Products needed by SPR are listed below. Fill out the information for the products you provide. List unit costs and any related fees. Standard unit sizes are listed. Use the blank lines to list other unit sizes or to list any additional fees related to the product.

<i>Versachlor Tablets</i>		
Product	Amount	Unit
Versachlor Tablets	\$_____ per	37.5 pound bucket
Shipping	\$_____ per	Delivery
Other	\$_____ per	_____
<i>Acid Rite Tablets</i>		
Product	Amount	Unit
Acid Rite Tablets	\$_____ per	45 pound bucket
Shipping	\$_____ per	Delivery
Other	\$_____ per	_____
<i>Sodium Bicarbonate</i>		
Product	Amount	Unit
Sodium Bicarbonate	\$_____ per	50 pound bag
Shipping	\$_____ per	Delivery
Other	\$_____ per	_____

<i>Sulfuric Acid 40%</i>		
Product	Amount	Unit
Sulfuric Acid 40%	\$ _____ per	Gallon
Shipping	\$ _____ per	Delivery
Other	\$ _____ per	_____
<i>Vertex Concentrate 10%</i>		
Product	Amount	Unit
Vertex Concentrate	\$ _____ per	Gallon
Shipping	\$ _____ per	Delivery
Other	\$ _____ per	_____
<i>Carbon Dioxide Liquid</i>		
Product	Amount	Unit
Carbon Dioxide Liquid	\$ _____ per	528 lb. cylinder
Shipping	\$ _____ per	Delivery
Rental of cylinder	\$ _____ per	_____
Carbon Dioxide Liquid	\$ _____ per	50 lb. cylinder
Shipping	\$ _____ per	Delivery
Rental of cylinder	\$ _____ per	_____
Safety & Environmental Fee	\$ _____ per	_____
Other	\$ _____ per	_____