



C o u n t y o f S a n L u i s O b i s p o

# GENERAL SERVICES AGENCY

Janette D. Pell, Director

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Cody VanDorn, Department Administrator

## **INVITATION TO BID # 3583-12 GRANULAR ACTIVATED CARBON SLURRY REMOVAL AND LOADING SERVICES**

October 4, 2012

The County of San Luis Obispo is currently soliciting bids for granular activated carbon slurry removal and loading services as noted.

Each bid shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the bid. Failure to set forth any item in the specifications shall be grounds for rejection. The County of San Luis Obispo reserves the right to reject all bids and to waive any informalities.

Please submit your bids on the attached form. They must be received at the office of the General Services Agency no later than 3:00 p.m., October 23, 2012.

All questions pertaining to the content of this Invitation to Bid must be made in writing via e-mail to Mark Chiaramonte at: [mchiaramonte@co.slo.ca.us](mailto:mchiaramonte@co.slo.ca.us). All questions will receive a response within 3 business days. The question and its response will be posted (anonymously) on the County's Purchasing web site located at:

[http://www.slocounty.ca.gov/GSA/Purchasing/Current\\_Formal\\_Bids\\_and\\_Proposals.htm](http://www.slocounty.ca.gov/GSA/Purchasing/Current_Formal_Bids_and_Proposals.htm).

The County reserves the right to determine the appropriateness of comments/questions that will be posted on the website.

Any and all comments and suggestions are sincerely encouraged prior to the bid opening.

DEBBIE BELT  
Buyer – GSA - Purchasing  
[dbelt@co.slo.ca.us](mailto:dbelt@co.slo.ca.us)

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**GRANULAR ACTIVATED CARBON SLURRY REMOVAL AND LOADING SERVICES**

**TO:            ALL PROSPECTIVE BIDDERS**

**SUBJECT:    LOCAL BIDDERS PREFERENCE**

The County of San Luis Obispo has established a local vendor preference. All informal and formal bids for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1. Those contracts which State Law requires be awarded to the lowest responsible bidder.
2. Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate bids considering the local vendor preference described above. The burden of proof will lie with bidders relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective bidders are encouraged to quote the lowest prices at which you can furnish the items or services listed in County bids.

|   | <b>YES</b> | <b>NO</b> |
|---|------------|-----------|
| Do you claim local vendor preference?   |            |           |
| Do you conduct business in an office with a physical location within the County of San Luis Obispo? |            |           |
| Business Address: _____<br>_____  |            |           |
| Years at this Address: _____  |            |           |
| Does your business hold a valid business license issued by the County or a City within the County?  |            |           |
| Name of Local Agency which issued license: _____  |            |           |

Business Name: \_\_\_\_\_

Authorized Individual: \_\_\_\_\_ Title: \_\_\_\_\_

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

**TO:            ALL PROSPECTIVE BIDDERS**

**SUBJECT:    POLICY ON PURCHASING PRODUCTS MADE WITH OR CONTAINING  
 CHLOROFLUOROCARBONS (CFC's)**

Summary

Many products contain chlorofluorocarbons (CFC's), a known depleter of ozone in the atmosphere. Under the U.S. Clean Air Act and the Montreal Protocol on Substances that Deplete the Ozone Layer, CFC production for use in industrialized nations is to be totally phased out by January 1, 1996. There are still many products on the market that contain CFC's or are made with CFC's. The Department of General Services, purchasing staff must identify products made with or containing CFC's and purchase alternative products whenever practical and possible.

Policy

To this end, it shall be the policy of the County of San Luis Obispo that all bidders, who wish to do business with the County are required to identify all products that contain CFC's or use CFC's in the manufacturing or shipping processes. Bidders are required to identify alternative products that do not use CFC's, for possible purchase by the County.

Bidder Response

|  | <b>YES</b> | <b>NO</b> |
|--|------------|-----------|
| Do any products offered herein contain CFC's or use CFC's in the manufacturing or shipping process?                            |            |           |
| If yes, please offer an alternative product by copying bid forms and submitting an alternate bid. Will you offer an alternate? |            |           |
| Please provide any other information that may be helpful to the County. Attachments are acceptable.                            |            |           |

Bidder: \_\_\_\_\_

## GENERAL CONDITIONS AND INSTRUCTIONS

1. All bids submitted by Seller to Purchaser should be submitted upon the attached bidder's form, completed and signed, (only typewritten or ink shall be accepted with no erasures or corrections unless properly authenticated by signature) in accordance with the instructions contained herein.
2. The issuance of this bid request creates no obligation on the part of the County and the County reserves the unconditional right at its option to either reject all bids or waive any irregularities or informalities therein. Each bid shall be in a separate sealed envelope with the bid number, name of bidder, title of the bid, date and time due showing on the outside of the envelope.
3. All prices must be firm for 45 days from the date of the bid opening and be inclusive. Upon award, prices will be in effect for the term of the contract.
4. If you offer any prompt payment discounts, please indicate this on your bid.
5. Awards will be made to realize the greatest savings to the County.
6. Submission of a signed bid will be interpreted to mean that the bidder has thereby agreed to all conditions, instructions, descriptions and specifications contained herein.
7. All materials included in the contract shall be in compliance with all Federal and State OSHA laws.
8. All applicable City, State, and Federal taxes and fees are to be included in the proposal.
9. The only terms that will be honored are those terms included in general and special conditions and instructions, purchase order or other documents issued by the County.
10. A price increase may be allowed for each option period as the result of:
  - 1) Manufacturer or Supplier price increases in the product(s) offered;
  - 2) Governmental or regulatory agency increases to the trade;
  - 3) National Average Consumer Price Index (CPI-U) increases as published by the United States Department of Labor.Any request for a price increase must be substantiated with documentation from the vendor, a manufacturer, supplier, or governmental agency and must be submitted in writing at least (30) days prior to the effective date of the increase. Overall increases of greater than 3% from prior year prices will not normally be allowed.
11. In the event of any conflicts or ambiguities between these instructions and State or Federal laws, regulations or rules, then the latter shall prevail.
12. Only one bid will be accepted per vendor.

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13. Bidders may withdraw their bid either personally, by written request, or by telegraphic request confirmed in the manner specified above at any time prior to the scheduled closing time for receipt of bids. No bidder may withdraw their bid after the time set for the opening.
14. All time limits stated are of the essence. Any bids received after closing time stipulated will be returned unopened.
15. All bids must be submitted in a manner so they can be readily hole punched and placed in a standard legal size file folder.
16. The County may make partial payments after a substantial portion of the merchandise has been delivered. On all items, a 10% retention will be withheld until all merchandise has been accepted.
17. Brand names are used to establish a level of quality only. Any alternates must be approved five (5) days prior to the bid opening date, by the Buyer, who will have the sole right to make the determination. If an alternate is submitted without going through the above- described process, the County will have the sole right to decide whether or not an alternate is acceptable.
18. Vendor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin and that it will comply with the "Contractor's Agreements" provisions of Presidential Executive Order No. 11246.
19. **NO FAXED** Bids will be accepted.
20. Return bid by October 23, 2012 at 3:00 p.m. to:

COUNTY OF SAN LUIS OBISPO  
GENERAL SERVICES AGENCY  
DEBBIE BELT, BUYER  
1087 SANTA ROSA STREET  
SAN LUIS OBISPO, CALIFORNIA 93408

**COUNTY OF SAN LUIS OBISPO  
UTILITIES DIVISION**

**Guidelines for Safe Delivery**

The following guidelines have been prepared to ensure safe chemical delivery practices; specifically, sodium hypochlorite and caustic soda deliveries. Guidelines to follow are:

**Safe Practices in Chemical Deliveries**

The delivery truck should have permanently mounted tanks and labels. This will verify to the County that the chemical being delivered is the only chemical that has been in that tank. All hose connections should be made with the proper connectors. If more than one type of chemical is carried on the truck and there is only one pump, the pumping system needs to be one that will also evacuate all chemical from the hose and pump to avoid mixing of chemicals. All delivery personnel must wear rubber gloves, a rubber apron, rubber boots, and a full-face shield. All delivery persons should be familiar with, and trained on site safety equipment (showers, eyewash, fire extinguisher, phone system, etc.) They should know the location of all safety equipment at each delivery site.

**If The County Observes an Unsafe Practice**

If an unsafe practice is observed during the delivery, the County will intervene immediately and alert the delivery person what needs to be done to continue. If the delivery person refuses to comply, he will be forced to leave the site. The County employee will alert his or her supervisor if a chemical delivery is stopped for any reason.

**If The County Observes Lack of Proper Equipment Used in Deliveries**

Using improper equipment shall be considered an unsafe act. A County employee will notify the delivery person immediately if use of improper equipment is observed, and advise them of acceptable equipment to use when making deliveries to County sites.

**The County's Role vs. The Supplier's Role**

The County's role is to maintain a safe work site and comply with all regulations. The supplier's role is to safely deliver chemicals that meet standards set forth in the State Health Department Regulations. As the supplier is a for-profit organization, they benefit from performing their role as inexpensively as they can. Thus the County's role also requires monitoring so that suppliers are held to reasonable quality and safety standards. As a result, NSF certification papers must be obtained and a sample gathered for each and every delivery. The sample should be taken to the County's Water Quality Lab. If the sample test results do not meet established standards, the supplier will be required to remove the deficient product. This will include any existing chemical in the tank. The supplier will then replace the chemical with an equal amount of approved chemical.

**Specifications**

Granular Activated Carbon Slurry Removal and Loading Services

The following codes and procedures are to be followed by the vendor with each and every removal and delivery of Granular Activated Carbon (GAC).

**The Health and Safety Code states:**

No chemical shall be added to drinking water by a water supplier as part of the treatment process after January 1, 1994 unless the chemical or product has been tested and certified as meeting the specifications of American National Standard Institute/National Sanitation Standard 60, ANSI/NSF 60, as amended October, 1988, as well as AWWA standards. (Authority cited: Section 4023.3, Health and Safety Code. Reference: Section 4021).

Affidavit of compliance: The vendor shall submit the following documents:

- a) Certificate of Analysis - The vendor shall submit a certificate of analysis of the product.
- b) Certificate of compliance with the requirements of ANSI/NSF Standard 60-Drinking Water Chemicals - Health Effects.

Is the Granular Activated Carbon you supply NSF Certified? Yes\_\_\_\_\_ No\_\_\_\_\_

Is your shipper/transporter NSF Certified? Yes\_\_\_\_\_ No\_\_\_\_\_

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**GRANULAR ACTIVATED CARBON SLURRY REMOVAL AND LOADING SERVICES**

The undersigned agrees to:

Deliver F.O.B. Cayucos Ca, itemized below, and in accordance with Specifications below.

All materials and transportation shall comply with the applicable State and Federal Codes, Regulations and Requirements.

Vendor to provide the following:

Slurry removal of 20,000 lbs of free flowing spent carbon from one Filter System into a pneumatic tanker. Then load 20,000 lbs of virgin 8 x 30 Coal based Granular Activated Carbon (GAC) using the same pneumatic tanker through the 4" carbon fill pipe on the filter.

All pricing should include disposal and transportation of spent carbon as Non Hazardous.

Provide Bid option for loading of "reactivated carbon".

Delivery site location: Cayucos Water Treatment Plant at 1675 Cabrillo St, Cayucos CA 93430  
 County Contact: Mark Chiaramonte 805-995-1007

Delivery/change out required approximately 3 times per year. Each change out is 20,000 lbs.

If the product does not meet specified standards upon delivery, it may potentially be rejected, or a credit will be requested from the supplier.

TERM: The prices being bid are to be firm through November 1, 2013. They may be extended beyond that date and will be subject to approval by both parties. A Blanket Purchase Order will be issued after the bids are received and evaluated.

**BID PRICES: (per change out)**

| <u>Item</u> | <u>Qty.</u> | <u>Description</u>  | <u>Unit Price</u>    | <u>Extended Price</u> |
|-------------|-------------|---|----------------------|-----------------------|
| 1           | 20,000 lbs  | Cost of disposal/ transportation of spent media from the site. (Lump Sum) |                      | \$ _____ LS           |
| 2           | 20,000 lbs  | Virgin Granular Activated Carbon  | \$ _____ Cost per lb | \$ _____              |
|             |             | Sales Tax on GAC @ 7.25%  |                      | \$ _____              |
|             |             | <b>Total cost for one change out</b>                                      |                      | \$ _____              |

**\*Bid Option:**

**Provide a brief description of how your company insures that the GAC removed from the County site is the same product that is reactivated and is returned.**

| <u>Item</u> | <u>Qty.</u> | <u>Description</u>  | <u>Unit Price</u>    | <u>Extended Price</u> |
|-------------|-------------|---|----------------------|-----------------------|
| 1           | 20,000 lbs  | Cost of disposal/ transportation of spent media from the site. (Lump Sum) |                      | \$ _____ LS           |
| 2           | 20,000 lbs  | "Reactivated" Granular Activated Carbon                                   | \$ _____ Cost per lb | \$ _____              |
|             |             | Sales Tax on "Reactivated" GAC @ 7.25%                                    |                      | \$ _____              |
|             |             | <b>Total cost for one change out</b>                                      |                      | \$ _____              |

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TERMS OF SALE \_\_\_\_\_

Authorized Official Name (Print) \_\_\_\_\_

Authorized Official Title (Print) \_\_\_\_\_

Signature \_\_\_\_\_

Firm Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ FAX \_\_\_\_\_

Federal Taxpayer ID# \_\_\_\_\_

- Individual/Sole Proprietor       Corporation       Partnership       Other

BIDS MUST BE RECEIVED BY 3:00 P.M., OCTOBER 23, 2012 AND  
WILL BE OPENED IN THE OFFICE OF THE GENERAL SERVICES AGENCY  
Bid #3583-12