



INVITATION FOR SEALED BID

TAC 299A

Description: Cationic Polymer

Department: PUBLIC WORKS DEPARTMENT

NIGP Commodity Code(s): 885-70-00-000-0

Total pages including this page is 20

NOTE: FAXING OF BIDS IS NOT ACCEPTED

Important Instruction – Read Carefully:

If you have obtained these bid specifications from either of:

City of Tulsa's Fax-on-Demand (918-596-1171) or

City of Tulsa's Web-site : www.cityoftulsapurchasing.org

You must notify the buyer Darlene Donica of your intent to bid by e-mail ddonica@ci.tulsa.ok.us in order to receive addenda. The buyer will always acknowledge your e-mail for your records. All addenda will be posted on fax-on-demand and the web-site.

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Pay special attention to those pages with a reference to the following notes:

Note #1: Signature of authorized agent required

Note #2: Signature of an authorized agent and notarized required

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Your bid response should follow the same format listed above plus any additional format requested in the body of the bid invitation.

**INVITATION FOR SEALED BIDS
TO
City of Tulsa**

200 CIVIC CENTER, ROOM 109, TULSA, OKLAHOMA 74103

Bid number and date of bid opening must appear on the lower
left outside corner of bid envelopes and all related containers.

DATE OF OPENING: May 9, 2002

BID NUMBER: TAC 299A

BID MUST BE IN THE CITY CLERK'S OFFICE AT THE ABOVE ADDRESS BY 5:00 P.M. THE DAY PRECEDING THE "DATE OF OPENING" SHOWN ABOVE.

BIDS WILL BE OPENED AT 8:30 A.M. IN THE CITY COUNCIL ROOM ON THE DAY SPECIFIED UNDER "DATE OF OPENING."

PUBLISHED IN THE TULSA DAILY COMMERCE AND LEGAL NEWS: MAY 2, 2002

Bid must be accompanied by bidder's bond, cashier's check or certified check in the amount of: NONE

PLEASE READ TERMS AND CONDITIONS ON THE NEXT PAGE BEFORE COMPLETING BID DOCUMENTS

THE FOLLOWING SECTION MUST BE COMPLETED BY BIDDER

Delivery will be made in not more than _____ days after receipt of order.

Payment terms _____% _____ days.

City of Tulsa may increase quantity of order at the unit price bid for _____ days. (Bidder to Specify Days) I have examined the terms and specifications and the instructions to bidders herein and agree, provided I am awarded a contract, to provide the above described items for the sum shown in accordance with the terms and specifications stated herein. All deviations are in writing and attached hereto.

Enclosed is a [] BID BOND ; [] CASHIER'S CHECK; [] Certified Check in the amount of \$ _____, which I agree the City of Tulsa may retain as liquidated damages in the event of my failure to comply with the terms of this bid.

MUST BE SIGNED BY AUTHORIZED AGENT TO BE VALID

FIRM NAME _____ by _____
(Signature)

STREET _____ TITLE _____

CITY STATE _____ ZIP CODE _____ PHONE NUMBER _____ DATE _____

GENERAL TERMS AND CONDITIONS OF BIDS

THESE ITEMS APPLY TO AND BECOME A PART OF THE BID.

NO EXCEPTIONS TO THESE TERMS & CONDITIONS WILL BE CONSIDERED.

1. **BIDS MUST BE SUBMITTED ON THIS FORM ONLY INCLUDING A SIGNATURE OF AN AUTHORIZED AGENT.** Each bid shall be placed in a separate envelope. Be sure envelope is completely and properly identified and sealed, showing the bid number and date in the lower left hand corner. Bids must be time stamped in the office of the City Clerk by 5:00 P.M. on the day before date of opening.
2. No bidder may withdraw his proposal for a period of thirty (30) days after the date and hour set for the opening of bids.
3. All prices shall be quoted F.O.B. Tulsa, Oklahoma, and delivery to City of Tulsa location shall be without additional charge.
4. The bidder shall attach the manufacturer's name of the equipment or material to be furnished, type, model numbers, manufacturer's descriptive bulletins and specifications. All guarantees and warranties should be clearly stated. This data shall be in sufficient detail to describe accurately the equipment or material to be furnished. Manufacturer's specifications, in respect to the successful bidder, shall be considered as part of his contract with the City of Tulsa.
5. The bidder shall show in the proposal both the unit prices and total amount, where required, of each item listed. In the event of error or discrepancy in the mathematics, the unit prices shall prevail.
6. Any exceptions or deviations from written specifications shall be shown in writing and attached to the bid form.
7. Each bidder agrees to comply with the terms of Title 5, Chapter 1, of Tulsa, Oklahoma Charter and revised ordinances relating to equal employment opportunity.
8. **THE ENCLOSED FORMS REGARDING NON-COLLUSION AND FINANCIAL INTEREST MUST BE SIGNED, NOTARIZED, AND RETURNED WITH THE BID.**
9. The City of Tulsa reserves the right to reject any and all bids, to waive any technicalities in the bidding, and to award each item to different bidders or all items to a single bidder.
10. All bids must be accompanied by bidders bond, cash, certified or cashier's check in the amount shown on the face of the bid form. This amount shall be retained by the City of Tulsa as liquidated damages in the event the successful bidder (or bidders) fails to execute a contract, if required. The bidder agrees that said amount is presumed to be the damages sustained by the City due to the impracticability and extreme difficulty in fixing the actual damages. The office of the City Clerk will return the bid deposits to the unsuccessful bidders, after a contract has been awarded or all bids have been rejected.
11. In the event cash discounts are offered by the bidder, the discount date shall begin with the date of invoice, the date of receipt of all material covered by the purchase order, or the date of receipt by the City of Tulsa of the original copy of the purchase order with properly executed Affidavit of Claimant, whichever is the later date.
12. Direct purchase of certain items of equipment or material by the City of Tulsa are exempt from Federal Excise Tax and Oklahoma Sales Tax. In such cases the bidder shall quote prices which do not include Federal Excise Tax and Oklahoma Sales Tax. The City of Tulsa will furnish executed exemption certificates upon presentation by the bidder at the time of purchase.
13. Bid must show number of days required for delivery under normal conditions. Failure to state delivery time obligates bidder to complete delivery in fourteen (14) calendar days. Unrealistically short or long delivery promises may cause bid to be disregarded. Contractor must keep Purchasing Department advised at all times of status of order. Default in promised delivery or failure to meet specifications authorizes the Purchasing Agent to purchase supplies elsewhere and charge full increase of cost and handling to defaulting contractor. Consistent failure to meet delivery promises without valid reason may cause removal from bid list.
14. Bidder agrees to defend and save City of Tulsa from and against all demands, claims, suits, costs, expenses, damages and judgments based upon infringement of any patent relating to goods specified in this order or the ordinary use or operation of such goods by City or use or operation of such goods in accordance with bidders direction.
15. If the bid requires a written contract, the successful bidder shall execute a written contract with the City of Tulsa and return the required bonds and insurance certificates within ten (10) days after submission of contracts to said bidder by the City.

BIDDER AFFIDAVIT - TITLE 74 O.S. (1974 SUPP.) 85.22-85.25

STATE OF _____ COUNTY OF _____

_____, of lawful age, being first duly sworn on oath says
Authorized Agent

1. (s)he is the duly authorized agent of _____, the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.
2. (s)he is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
3. neither the bidder nor anyone subject to the bidder's direction or control has been a party;
 - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
 - b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
 - c. in any discussions between bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

SIGNATURE OF AUTHORIZED AGENT

Subscribed and sworn to before me this _____ day of _____, 20_____.

Signature of Notary Public

MY COMMISSION EXPIRES

The Bidder Affidavit must be completed, signed by an authorized agent, and notarized.

CONTRACTOR/BIDDER INFORMATION SHEET

**To be completed by all Bidders
For Contracts with the City of Tulsa
(Please print or type)**

Project No. or Description _____

Full Name of Bidder _____

Legal Identity
(Corporation, Partnership,
Individual, etc.) _____

Address _____

Telephone No. _____

FAX No. _____

Taxpayer Identification Number _____

Contact Person _____

Phone No. _____

Fax No. _____

E-mail address _____

Webpage Address _____

Price Sheet Summary

Vendor Name: _____ Signature: _____
Date: _____

You will be able to obtain a copy of the Bid Summary on the City of Tulsa's Purchase-Net Fax-on-Demand and Website shortly after bid opening.

TAC 299A

The supplier shall provide prices for all items requested. The bidder must base the bid on the estimated quantities as shown in **Quantities Section** of these specifications. Prices shall include delivery and any other charges or provisions anticipated by the supplier and not shown in these specifications. **The bid price must remain in effect for at least 90 days to allow the City of Tulsa sufficient time to conduct jar tests and pilot tests.**

\$ _____ Bulk Liquid Ton Cationic Polymer

\$ _____ 100% basis per pound

\$ _____ ¼ hour beyond the 4 hour delivery time

For more informaton please contact: Kerry Rowland @918-591-9847

**TAC 299A
CATIONIC POLYMER
PUBLIC WORKS DEPARTMENT**

INTENT:

To obtain a supply of **liquid cationic polymer** coagulant aid for City of Tulsa's Water Treatment Plants.

REFERENCE SPECIFICATIONS:

The supplier must meet all the requirements of the **National Sanitation Foundation (NSF) standard 60** certification and the American Water Works Association (AWWA) standard for **Poly (Diallyldimethylammonium Chloride) ANSI/AWWA B451-98**. The cationic polymer coagulant must be approved for the use with potable water. **The bidder must submit copies of the NSF approval with the bid proposal. If the bidder fails to submit the NSF approval form this will result in the rejection of the bid.**

CONTRACT TIME:

The terms of the contract shall be for a period of one (1) year beginning from the date of written authorization to proceed. The contract shall be renewable, with the consent of both parties, for two (2) successive one-year periods.

PRICE ADJUSTMENT OPTION:

The price paid for a commodity under this contract shall not change during the term of this contract. However, if the supplier anticipates that it will not be able to maintain firm prices for any renewal period, a change in price may be allowed in a renewal of this contract if the following criteria are met:

- (1) The supplier includes a formula, to calculate a change in price at the time of renewal, **in the bid for the initial contract**. Such formula shall be reasonable, objective, and capable of measurement.
- (2) The supplier notifies the City, in writing, no later than 30 days prior to the expiration of the initial contract period, or any renewal period, of the supplier's intent to increase or decrease prices under the contract. The notice shall include a calculation of the price increase or decrease requested by the supplier.

CATIONIC POLYMER BID EVALUATIONS:

The City will conduct tests on the polymers to determine the performance of the product as a coagulant aid at the City of Tulsa's Water Treatment Plants. The evaluation will consist of jar testing and pilot testing, if appropriate, to determine which product

performs the best during the coagulation process. The measures of performance will be settled water turbidity (NTU) using jar tests. Finished water turbidity and particle counts using pilot testing. Due to the different water qualities at each the plant; we will consider the polymers separately for each plant. We will perform separate evaluations for A.B. Jewell and Mohawk Water Treatment Plants. We will allow each bidder to perform a jar test of their polymer at each plant, if requested. The complete results will be made available to the interested bidders. Polymers that do not produce acceptable water quality results will be rejected.

The bidder is required to submit a one-liter sample of cationic polymer in a tightly capped container. These samples must be representative of the materials supplied. The bid sample must be delivered to **Dan Hammond at 707 S. Houston, #414, Tulsa, OK 74127**. The bidder must label the sample with the supplier's name, the bid number, an MSDS sheet, and any other pertinent product information shall be provided with each sample. If the bidder has problems submitting samples please contact Kerry Rowland (918) 596-9847.

Water Supply will also conduct a cost evaluation on the polymers to determine which one produces acceptable water quality results. The cost evaluation will be based on million gallons per day (MGD) of water treated.

If the low bidder is providing an untried polymer, the city will purchase a single tank truckload or sufficient barrels at the price bid to allow full scale plant testing. The low bidder will provide an appropriately sized feed pump. If problems are encountered during full scale testing which indicate a failure of the polymer to perform properly, the test will be discontinued and the remaining chemical returned to the low bidder. **The city will pay for only the chemical used.** If during the full scale testing, the polymer performs satisfactorily the product will be considered low bid and will be awarded the contract. Performance will be evaluated based on finished water turbidity, finished water particle counts, filter run times, head loss, and cost of application.

CATIONIC POLYMER BID REQUIREMENTS:

Bids will be accepted for **bulk liquid cationic polymer**, which will be used as a coagulant aid in the treatment of potable waters.

The City of Tulsa will only accept two bids proposals from each bidder for separate cationic polymers. For each polymer proposed the bidder must submit the following information:

1. The price per pound on 100% basis and price per bulk ton.
2. Percent active polyDADMAC for the product bid.
3. The supplier must deliver a one-liter sample (minimum) of the proposed polymer with a corresponding laboratory analysis report. The sample label must include the date, product name/number, lot number, and name of supplier. All polymer furnished under any future contract award shall have the same quality as the submitted sample. The report must contain the following (please refer to Section 5 of the AWWA Standard B451-98 for more information):

- Percent Active polyDADMAC.
 - Total Solids (percent)
 - Residual Monomer (percent by weight on an active polymer basis).
 - Specific Weight of Solution.
 - Specific Gravity.
 - Bulk Brookfield Viscosity.
 - Iron Content (percent by weight).
 - Inorganic impurities (percent NaCl).
 - pH.
4. A copy of the NSF letter of acceptance for the particular polymer showing the maximum recommended dosage.
 5. A product information bulletin consisting of typical physical and chemical properties, solution preparation, and product feeding requirements, and handling storage requirements.
 6. The name(s) of the person(s) authorized to certify the Affidavit of Compliance required with each delivery of polymer.
 7. All polymers considered must be compatible with aluminum sulfate (Alum) as the primary coagulant.

BID SUBMITTAL:

The supplier shall submit with the formal bid proposal the names of their personnel authorized to certify the Affidavit of Compliance required with each delivery.

AFFIDAVIT OF COMPLIANCE:

The supplier must submit an affidavit of compliance confirming that the poly(DADMAC) solution furnished under contract complies with all applicable requirements of AWWA standard for **polyDADMAC ANSI/AWWA B451-98 and NSF Standards** for treatment of a potable water supply. **An affidavit of compliance shall accompany each delivery and must also be submitted with the bid proposal.**

CATIONIC POLYMER QUALITY:

The liquid organic polymer shall meet the following requirements:

- The polymer must be in **liquid solution form only** no dry polymer or emulsion polymer will be accepted.
- The liquid polymer shall contain no substances in quantities capable of producing deleterious or injurious effects to the public consuming the water, which contains the liquid polymer added during the treatment process.
- The liquid polymer shall not cause the treated water to fail to meet the requirements of the U.S. EPA Safe Drinking Water Act.
- Active ingredients shall be poly (diallyldimethylammonium chloride), commonly referred to as polyDADMAC.

- **The active ingredient shall be a minimum of 20% +/- 1% by weight.**
- The Brookfield Viscosity shall be between 100-20,000 centipoises at 25⁰ C (number 2 spindle rotating at 60 rpm).
- The iron concentration shall not exceed 5 mg/L.
- The polymer shall not gel, crystallize, or lose its effectiveness for a minimum of twelve months from the date of delivery.
- The polymer shall be soluble in water in all proportions.

PERCENT CATIONIC POLYMER CONTENT:

1. The delivered cationic polymer must have a **minimum of 20% +/- 1%** of active poly(DADMAC).
2. The City of Tulsa will perform the procedure in section 5.7 of the AWWA (B451-98) Standard.
3. If sample analysis by the City indicates that the delivered cationic polymer is less than the minimum concentration, the City will submit the analysis report to the supplier and require the supplier to adjust the cost of the cationic polymer to reflect the concentration of the delivered product.
4. The supplier must make a payment or a refund to the City of Tulsa within thirty calendar days after receipt of the invoice or credit memorandum.
5. If the supplier disagrees with the laboratory results from the City of Tulsa, the city will submit a sample to an independent laboratory for analysis.
6. The supplier will assume the costs of the independent laboratories fees. The City of Tulsa will support the independent laboratory's results if the laboratory follows all quality control and quality assurance procedures.

QUANTITY:

The estimated annual (based on fiscal year July – June) quantities of liquid cationic polymer are listed below. The estimate is given for information purposes only. The bidder should not consider this estimate to guarantee a minimum or maximum amount required by the treatment plants.

A.B. Jewell: 320 Tons (solution weight at 20% active ingredient)

Mohawk: 138 Tons (solution weight at 20% active ingredient)

HAZARD COMMUNICATION STANDARD:

The Oklahoma Hazard Communication Standard is made a part of this specification. The supplier shall provide Material Safety Data Sheets (MSDS) on every shipment delivered under this contract. The MSDS shall be equivalent to a U.S. OSHA Form 20 MSDS.

ACCEPTANCE AND SAMPLING:

Truckload deliveries of polymer will be sampled and tested by Tulsa Water Treatment Personnel in accordance with AWWA Standard B451-98. The requirements to accept and unload the shipment of product includes a visual inspection of delivery equipment, the initial testing of the sampled material which includes analysis of viscosity and active

solids, and verification that the polymer meets the quality requirements of these specifications as reported on the Certificate of Analysis presented at time of delivery. If the polymer fails to meet these specifications, the shipment shall be rejected and the supplier is responsible for removing the polymer and all associated costs for storage and transportation.

METHOD OF PAYMENT:

Payment of bulk deliveries shall be made for amounts delivered and determined by certified scaled certificates. Payment for liquid cationic polymer will be based on active ingredient (20%) multiplied by the net weight of the shipment. The percent solution will be stated in the Affidavit of Compliance and confirmed by the City of Tulsa Laboratory.

CERTIFICATE OF ANALYSIS:

The certificate of analysis will accompany each shipment. The certificate must include the following information:

- Name of Product
- Appearance
- Ionic Charge
- pH
- Molecular weight
- Specific Gravity @25 degrees centigrade
- Percent active solids
- Percent active poly (DADMAC)
- Percent DADMAC monomer
- Brookfield viscosity in centipoises @ 25 degrees centigrade with spindle number, rpms and multiplier factor.
- Printed name and signature of the analyst must be written on the certificated of analysis

SHIPMENTS:

1. Shipments shall be made in single-unit cargo trailers constructed of stainless steel or have specially lined materials to handle the polymer supplied.
2. Loads are to be shipped in bulk and not to exceed five thousand (5,000) gallons per load.
3. Shipments shall be made in trailers that are dedicated to the delivery of a single water treatment polymer only. The supplier shall furnish to the City a current written list of all dedicated trailers. If the supplier is not using dedicated trailers, a certificate of cleaning will accompany each shipment.

4. Deliveries from trailers not on the current list of dedicated delivery trailers or not accompanied by a certified cleaning certificate shall be rejected and returned to the supplier at no charge to the City of Tulsa.
5. **All shipments will be accompanied by the following:**
 - a) Shipping Invoice
 - b) Affidavit of Compliance
 - c) Certificate of Analysis
 - d) Material Safety Data Sheet (MSDS)
 - e) Certificate of Cleaning (if applicable).
 - f) Weighmaster's Certificate of Weight and Measure. **The City will make payment only on weights taken at certified scales in the city prior to unloading and directly after unloading.**
 - The weight for **A.B. Jewell** shall be taken at a local (Tulsa) certified scale near the point of destination before and after offloading. City personnel will accompany the truck to the scale for the after delivery weight stamp.
 - Bulk shipments to **Mohawk** will be weighed on the on site plant scales before and after offloading (For deliveries to Mohawk, trucks must sit on the scales for 15 minutes prior to obtaining a weight ticket.).
6. Before unloading plant operators will collect samples to determine the concentration and clarity of the Cationic Polymer. Any shipment that does not meet the specific gravity requirement or the turbidity requirement will be rejected. The sample will be retained for 30 days after the date of delivery for further analysis if requested by the supplier.

SECURITY:

1. Before the truck leaves the terminal, the supplier needs to notify the appropriate plant that the delivery is en route. The supplier must provide the name of the driver making the delivery, so that City of Tulsa personnel can match the driver's photo ID when he arrives at the plant.
2. All trucks must be sealed with a security tag, and the serial number on the security tag must be faxed to the appropriate plant after the truck has been loaded and ready for shipping (Please review the Contact List and Delivery Confirmation Form at the end of this specification).
3. The tractor, tanker, and/or trailer number must also be faxed to the appropriate plant.
4. The manifest that accompanies the shipment will contain all of the same information along with the serial numbers and tractor/tanker numbers.

5. Discrepancies in any of these procedures could result in the load being refused, and will result in the delay of the unloading of chemicals, until discrepancies are satisfactorily resolved.

TIME OF DELIVERIES:

Deliveries shall be within five (5) calendar days after a request for delivery is made by the respective Plant Superintendents or Chief Operators. Delivery at **Mohawk** shall be made between the hours of 7:00 a.m. and 3:30 p.m., delivery to **A.B. Jewell** between 7:00 a.m. and 3:00 p.m. Monday through Friday unless otherwise approved in advance by the respective plant superintendent or chief operator. **Note:** Deliveries may not be made on City of Tulsa recognized holidays. A list of the holidays is available upon request.

DELIVERY POINTS:

Tulsa, Oklahoma to the following locations:

- A.B. Jewell Water Treatment Plant, 18707 East 21st Street
- Mohawk Water Treatment Plant, 3600 E. Mohawk Blvd.

UNLOADING:

Each water treatment plant has a 2-inch cam-locking quick coupler connection for unloading polymer. Any modifications required to the existing fittings for the benefit of the successful bidder shall be at the bidder's expense. The unloading and placing of the polymer into storage shall be the responsibility of the successful bidder.

UNLOADING DURATION:

Unloading time shall be free of charge for a minimum of four (4) hours, beginning upon arrival of the cargo trailer at the designated plant, **with proper certification**, and ending upon its departure from the property. Additional charges for each quarter of an hour beyond the four-hour of free time shall be as quoted on the bid submittal. Each charge will be investigated and approved prior to payment. In no case will demurrage be charged if the bidder's unloading time exceeds free time through no fault of the City. No charge shall be made for rejected shipments.

SPILLS:

If during delivery and unloading the supplier causes chemicals to be spilled or otherwise improperly discharged from storage vessels, piping, hoses, and connections, the supplier shall contain, clean up, and return the site to the condition existing before the spill. The City of Tulsa shall not be liable for the costs of containment, clean up, and returning the site to the pre-spill conditions. The supplier shall notify the city immediately in the case of a spill or accident. If a spill is detected by city personnel after a delivery has been made and it has not been contained, cleaned up, or disposed of, the city will immediately contain, clean up, and return the site to the condition existing

before the spill. The supplier shall in this case be liable for the cost containment, clean up, and returning the site to the pre-spill conditions.

PERFORMANCE BOND:

Within ten (10) days following the award of the contract, the successful supplier is required to execute and furnish a performance bond in the amount of **\$5,000.00** guaranteeing the proper and prompt performance of the contract in accordance with the provisions, requirements, terms and conditions of the contract.

ADDENDA AND INTERPRETATIONS:

If it becomes necessary to revise any part of this bid, a written addendum will be provided to all the bidders. The City of Tulsa is not bound by any oral representations, clarifications or changes made in the written specifications by City of Tulsa employees, unless such clarification or change is provided to bidders in written addendum from the Purchasing Division.

AWARD OF BID:

The City of Tulsa shall award the bid to the firm whose proposal meets the specifications and is financially advantageous to the City. The bidder should consider the following factors in Section 406E of Title 6, from the City of Tulsa's purchasing ordinance:

406E. AWARD OF CONTRACT

1. Authority in the Mayor. The Mayor shall have the authority to award contracts within the purview of this chapter.
2. Lowest Secure Bidder. Contracts shall be awarded to the lowest secure bidder meeting specifications. Bid Specifications may include a point system for evaluating the lowest secure bid. In determining "lowest secure bidder", in addition to price, the following factors shall be considered:
 - a. The ability, capacity and skill of the bidder to perform the contract or provide the service required;
 - b. Whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference;
 - c. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
 - d. The quality of performance of previous contracts or services;
 - e. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
 - f. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;

- g. The quality, availability and adaptability of the supplies or contractual services for the particular use required;
- h. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
- i. Where an earlier delivery date would be of great benefit to the requisitioning agency, the date and terms of delivery may be considered in the bid award, and
- j. The number and scope of conditions attached to the bid;
- k. If a point system has been utilized in the bid specifications, the number of points earned by the bidder.

MANUFACTURER COMMITMENT:

Sample of Manufacturer Commitment (should be on manufacturer's letterhead)

_____ (name of manufacturer) _____ commits sufficient volume of Cationic Polymer to supply the City of Tulsa up to _____ annual tons of material at a rate up to _____ tons/month for the period of _____ to _____.

City of Tulsa Contact List

Water Supply Systems

Mohawk Water Treatment Plant
Superintendent
Chief Operator
Operations
Fax

Joan Arthur
Warren Williams

(918) 591-4029
(918) 591-4028
(918) 591-4047
(918) 591-4038

A.B. Jewell Water Treatment Plant
Superintendent
Chief Operator
Fax

Phil Demoret
Emmet Blankenship

(918) 669-6470
(918) 669-6471
(918) 669-6482

Administration
Utility Sys. Operations Adm.
Process Engineer
Fax

Kerry Rowland
Daniel Hammond

(918) 596-9847
(918) 596-9523
(918) 596-1615



**City of Tulsa
Water Supply
Delivery Confirmation Form**

ATTN: _____

Name of Company: _____

Name of Contact and Phone #: _____

Driver's Name: _____

Date and Time of Delivery: _____

Location of Delivery: _____

Chemical Delivered: _____

Serial Number on Security Tag: _____

Truck Number: _____

Tanker Number: _____