

UNIVERSITY AREA JOINT AUTHORITY
STATE COLLEGE
CENTRE COUNTY, PENNSYLVANIA

CONTRACT #2015-05

BID, CONTRACT & SPECIFICATIONS FOR
AUTOMATED TOC ANALYZER

FEBRUARY 2015

INVITATION TO BID

Sealed Bids will be received by the University Area Joint Authority in their offices at 1576 Spring Valley Road, State College, Centre County, Pennsylvania, 16801 until 2:00 PM prevailing time, March 9th, 2015, at which time they will be opened and read aloud. The Bids are to be for the purchase of:

1. CONTRACT #2015-05, AUTOMATED TOC ANALYZER

Instructions to Bidders, Specifications and Forms of Contracts may be obtained at the office of the Authority. All Bids shall be on the Bid Form and shall be irrevocable for a period of sixty (60) days after the opening of Bids.

The University Area Joint Authority reserves the right to waive any defects, errors, omissions, mistakes, informalities, to accept any bid or combination of bids that are deemed to be in the best interest of the Authority, and to reject any or all Bids.

Please be advised that the University Area Joint Authority will not discriminate against any interested firms or individuals in regard to race, creed, color, sex, age, handicap or national origin in the selection process.

Please contact Diane Ruth at 814-238-5361 between the hours of 8 a.m. and 4 p.m. with questions.

University Area Joint Authority

Cory R. Miller, Executive Director

Dated: February 2015

FORM OF BID

FOR: AUTOMATED TOC ANALYZER

TO: University Area Joint Authority
1576 Spring Valley Road
State College, Pa. 16801

Gentlemen:

Pursuant to and in accordance with your advertisement for bids dated February 25th and February 28th, 2015 and the Instructions to Bidders relating thereto, the Undersigned having carefully examined the Specifications and other Contract Documents hereby proposes to furnish one (1) AUTOMATED TOC ANALYZER in accordance with the Specifications and all Addenda issued by the Owner and mailed to the Undersigned a minimum of three (3) working days prior to the opening of Bids whether received by the undersigned or not, complete, and ready for use, for the lump sum price set forth in the following Schedule.

CONTRACT #2015-05

SCHEDULE NO. 1

ONE (1) AUTOMATED TOC ANALYZER

For furnishing one (1) AUTOMATED TOC ANALYZER as specified in Section No. 2 of these Specifications, the lump sum price of

_____ Dollars \$ _____

GUARANTEES OR WARRANTIES - Specify:

DELIVERY TIME: _____

BIDDER'S REPRESENTATION

The undersigned hereby represents as follows:

1. That this Bid is made without connection with any person, firm, or corporation making a bid for the same product, and is in all respects fair and without fraud or collusion;
2. That no officer, agent or employee of the University Area Joint Authority is personally interested directly or indirectly in this Contract or the compensation to be paid hereunder; and,
3. That no representation, statement or statements, oral or in writing, has induced vendor to enter into this contract excepting only those contained in the Contract Documents or made a part hereof by its terms.

The undersigned hereby designates as their office to which any notice of acceptance may be sent. Please provide company name, address, contact person, phone, fax and email address.

This bid may be withdrawn at any time prior to the scheduled time for opening of bids or any authorized postponement thereof.

WITNESS:

INDIVIDUAL:

_____ (SEAL)

WITNESS:

PARTNERSHIP:

_____ (SEAL)

By: _____ (SEAL)

_____ (SEAL)

WITNESS:

FIRM OR CORPORATION:

_____ (SEAL)

By: _____

If a corporation, give State of Incorporation using the phrase, "A Corporation Organized under the Laws of

_____."

If a partnership, give names of partners, using also, the phrase, "Co-partners trading and doing business under the firm name of

_____."

If an individual, using a trade name, give individual name, using also, the phrase, "An individual doing business under the firm name of

_____."

SECTION NO. 1
INSTRUCTIONS TO BIDDERS

1. The attached Specifications set forth for one (1) AUTOMATED TOC ANALYZER. Any change, variation or substitution of equal equipment must be clearly stated in the bid.
2. Each bidder must include the time for delivery.
3. All Contracts must be executed on forms furnished by the Authority.
4. All Bids shall be sealed in an envelope plainly marked "SEALED BID FOR CONTRACT #2015-05" UNIVERSITY AREA JOINT AUTHORITY, One (1) AUTOMATED TOC ANALYZER.
5. Bids shall also include any and all guarantees on the equipment as bid.
6. All supplemental instructions will be in the form of written Addenda to the Bid and Specifications, which if issued, will be mailed to all prospective Bidders not later than three (3) working days prior to the date fixed for the opening of the Bids.
7. The successful Bidder will be responsible for the payment of all Excise, Sales and Use Taxes and all other taxes required by law on all materials, tools, apparatus, equipment, fixtures, services, uses and incidentals which bidder purchases or uses for the purpose of fulfilling the work of this Contract, and bidder shall include all amounts required for such taxes within the item prices bid. No additional payment will be made to cover such taxes. Each Bidder shall thoroughly familiarize themselves before submitting a Bid with all laws requiring the payment of such taxes.

Attention is directed to the fact that under existing provisions of the Pennsylvania 1963 Tax Act for Education and regulations promulgated by the Pennsylvania Department of Revenue, items of tangible personal property used or consumed directly in the rendition of a public utility service (including a sewer system) are exempt from tax under said Act upon proper application for the certificate of exemption. Bidders are further advised that, upon proper application, a Tax Exemption Certificate will be provided to the successful Bidder.

CONTRACT

THIS AGREEMENT made and entered into this _____ day of _____ by and between the University Area Joint Authority, hereinafter known as the Owner, Party of the First Part, and _____ a _____ known as _____, existing under the laws of _____, hereinafter called the CONTRACTOR, Party of the Second Part.

WITNESSETH, that the Parties hereto for the consideration stated mutually agree as follows:

ARTICLE I – SCOPE OF WORK:

The Contractor agrees to furnish the specified product and perform all work necessary for or incidental to, and to perform all other obligations imposed by this contract for the complete work in connection with the delivery of the product herein called for, all in strict accordance with the CONTRACT DOCUMENTS as prepared by the Authority, attached hereto or referred to herein, all of which are made a part of and designated as follows:

- a. Notice to Bidders
- b. Instructions to Bidders
- c. Form of Bid
- d. Specifications for one (1) AUTOMATED TOC ANALYZER

ARTICLE IV – DISPOSAL OF CONTRACT:

The CONTRACTOR shall keep the CONTRACT under their own control and shall not sell, transfer or assign or otherwise dispose of the CONTRACT or any portion thereof or their right, title or interest herein to any person, firm or corporation without the express written consent of the OWNER.

IN WITNESS WHEREOF, the parties hereto have caused the signatures of their proper officers to be affixed hereunto on the day and year first above written.

CONTRACT #2015-05 AUTOMATED TOC ANALYZER

UNIVERSITY AREA JOINT AUTHORITY

By: _____
Chairman

ATTEST:

Secretary

CONTRACTOR

By: _____

ATTEST:

SECTION NO. 2 SPECIFICATIONS

The following indicates the MINIMUM requirements including all genuine parts, accessories, equipment and safety features considered standard, whether mentioned herein or not.

AUTOMATED TOC ANALYZER:

- The bid is to include the following items:
 1. A Standard Method 5310B or 5310C-compliant benchtop TOC analyzer capable of operation with, and without, external control by a PC
 2. An autosampler capable of using EPA standard 40 ml VOA/VOC vials, both with and without septa. The sampler must include an automatic stirring device to ensure uniformity.
 3. Sufficient software to run the instrument and autosampler independently or remotely (from a PC or network), and to allow the efficient transfer of data from the instrument to a PC
 4. A PC, if required to run the instrument and autosampler
 5. Delivery, installation, setup, initial calibration and verification of the instrument is to be included, as is a one year warranty to cover any parts, labor, or training needed to ensure that the instrument functions as specified during the initial year of use
 6. Initial training of laboratory staff in the proper use and maintenance of the instrument
 7. All consumables other than VOC/VOA vials, distilled water, and carrier gas (if required) that are needed for the first year of operation (ca 2500-3000 SAMPLES)
 8. The option of purchasing an additional 1-4 years of consumables and/or service coverage at prices to be specified in the bid, not included in the lump sum. We will notify the contractor of our decision to extend either type of coverage during the current service period.
- The system must be capable of producing legally defensible results in the range of 0.2 to 50 mg / liter TOC (or NPOC) with an average error (difference between expected and measured value) less than 50 ppb or 2.5% of the measurement (whichever is greater) throughout the range when properly calibrated.

- The system must be able to achieve the specified level of accuracy with a throughput of at least 4 samples per hour under normal conditions in our lab
- The system must be able to provide meaningful and accurate results from water with TSS as high as 500 mg/l and TOC as high as 250 mg/l (e.g. raw municipal wastewater) provided that the samples are homogenized in a blender prior to testing.
- Preference will be given to systems that are also capable of measuring purified water with concentrations as low as 0.04 mg/l at an accuracy of +/- 20 ppb or lower provided that they meet or exceed the other bid specifications. If this capability can be achieved as an optional alternative to a less expensive system not providing this capability, please feel free to provide pricing for both options.

Bids will be evaluated based on the technical compatibility of the unit with its intended purpose, the total cost of operation over a 1 year and 5 year period, and the likelihood that the package of software, support, and equipment will meet the needs of our laboratory over the next 5 years. Any questions regarding this bid process should be directed to Diane Ruth.