



1551 Highway 88 West * Brick, New Jersey 08724-2399
732-458-7000 * FAX 732-458-8203
www.brickmua.com

BRICK TOWNSHIP MUA BID OPENING

Sealed bids for: **WATER TREATMENT CHEMICAL-CARBON DIOXIDE**

will be received at: The Brick Township Municipal Utilities Authority
1551 Highway 88 West, Brick, N.J. 08724

until **10:00 am**, Prevailing Time

On: **Thursday, February 15, 2024**

at which time they will be publicly opened and read.

All interested parties are invited to attend.

There are two sections in this bid:

Section One – Bid Document Submission Checklist & Bid Specifications

Section Two – Material Specifications, Proposal Page(s) & Attachment(s)

**PLEASE READ ALL THE MATERIAL INCLUDED IN BOTH SECTIONS
OF THIS BID PACKAGE THOUROUGHLY**

FILL IN ALL FORMS COMPLETELY AND PROVIDE ALL PAPERWORK REQUESTED

SECTION ONE

BID DOCUMENT SUBMISSION CHECKLIST

&

BID SPECIFICATIONS

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID DOCUMENT SUBMISSION CHECKLIST

Failure to submit the following documents is a mandatory cause for the bid to be rejected (N.J.S.A. 40A:11-23.2).

Checkmarks require submission with bid. Initial each item submitted with bid.

Bidder's Initials

X	A statement of corporate ownership, pursuant to N.J.S.A. 52:25-24.2. To be provided <u>in addition</u> to Stockholders Disclosure Form noted below. See item 27 (Sec 1)	
X	Submission of Stockholders Disclosure Form. See item 28 & page 8 (Sec 1)	
X	Submission of Affirmative Action Evidence. See item 29 & pages 9 & 10 (Sec 1) Letter of Federal Approval or Certificate of Employee Information Report, or completed Form AA302 (available from the Authority)	
X	Submission of New Jersey Anti-Discrimination form. See item 30 & page 11 (Sec 1)	
X	Submission of Americans with Disabilities Act form. See item 31 & page 12 (Sec 1)	
X	Submission of Disclosure of Investment Activities in Iran Form. See page 13 (Sec 1)	
X	Submission of Copy of Business Registration Certificate issued by the New Jersey Department of Treasury. See page 14 (Sec 1)	
X	Submission of Fully Executed Proposal & Submission of any Exceptions to Specification Sheet along with all available information. See items 1 through 13 (Sec 1) & pages 31-34 (sec 2)	

Failure to submit the following documents may be a cause for the bid to be rejected. (N.J.S.A. 40A:11-23.1b)

Checkmarks require submission with bid. Initial each item submitted with bid.

Bidder's Initials

X	Submission of Non-Collusion Affidavit (must be notarized). See page 15 (Sec 1)	
x	Submission of Affidavit regarding State Treasurer's list of debarred, suspended and disqualified bidders. See page 16 (Sec 1)	
X	Submission of Agreement of Surety in the form attached as part of the bid specifications. See item 32 and page 17 (Sec 1)	
X	A Bid Guarantee, Bid Bond or Certified Check or Cashier's Check. See item 32, page 18 (Sec 1)	
X	Submission of Certificate of Insurance. See item 33 (Sec 1)	
X	Submission of Agreement of Safety Regulations compliance. See items 1-13 & Page 30 (Sec 2)	
X	Electronic Submission of Political Contribution Disclosure Form. See item 34 (Sec 1)	
X	Submission of a W-9. See page 19 (Sec 1)	
X	BTMUA Terms and Condition Form Signed. See page 20 (Sec 1)	
X	If applicable, bidder's acknowledgment of receipt of any notice(s) or revisions(s) or addenda to an advertisement, specifications or bid document(s). See item 12 & page 21	
X	All forms signed, certified and notarized as required.	
X	Properly addressed and sealed envelope.	

The undersigned authorized representative hereby acknowledges and has submitted the above listed requirements.

Name of Bidder (Company): _____

Print Name & Title: _____

Signature: _____ Date: _____

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

1. QUALIFICATIONS OF BIDDERS:

The Brick Township Municipal Utilities Authority (hereinafter "BTMUA" or "Authority") may make such investigation deemed necessary to determine the ability of the bidder to furnish and guarantee the delivery of the items specified and the bidder shall furnish to the BTMUA all such information and data for this proposal as the BTMUA may request. The BTMUA reserves the right to reject any bid if the evidence submitted by or investigation of such bidder fails to satisfy the BTMUA that such bidder is properly qualified to carry out the requirements of these specifications.

2. PREPARATION OF BIDS:

All bids shall be submitted in sealed envelopes addressed to the Qualified Purchasing Agent, Brick Township Municipal Utilities Authority, 1551 Highway 88 West, Brick, New Jersey 08724 and marked CONFIDENTIAL BID WITH BID NAME ON THE ENVELOPE. Each bid must be delivered at the place and time required or mailed so as to be received prior to the opening time set in the advertisement. Bids received after the hour herein named or in unsealed envelope not marked or marked "confidential bid" or without the bidder's name on the outside thereof, may not be considered. The BTMUA will not be responsible for bids forwarded through the US. Mail, FEDEX, UPS, etc. if lost in transit at any time before bid opening or received after bid opening.

Each bid must be submitted on the prescribed form. All blank spaces for bid prices must be filled in, in ink or typewritten. Bidders shall not remove and submit the proposal pages separate from the volume of Contract Documents, including all pages correctly assembled. All exceptions must be listed on a separate page and explained. If no exceptions are taken then the vendor must supply the item(s) as specified.

3. OBLIGATION OF BIDDERS:

At the time of the opening of bids, each bidder will be presumed to have read and to be thoroughly familiar with the Contract Documents, including all Addenda. The failure or omission of any bidder to receive or examine any form, instrument or document shall in no way relieve any bidder from any obligation in respect to his bid.

4. COMPLIANCE TO MINIMUM BID REQUIREMENTS:

All bidders must answer compliance questions in full. If a bidder is basing his proposal on equipment contended to be an "equivalent" product to what is specified in these bid documents and wishes the equipment they propose to be considered as an "approved equal", they must answer all compliance questions in full.

5. MODIFICATIONS OF BIDS:

Any bidder may modify his bid by registered mail. Bids may not be modified within 24 hours of the stipulation of time of opening bids.

6. MULTIPLE BIDS:

More than one bid from an individual, a firm, or partnership, a corporation, or association of principals under the same name or different names shall not be considered.

7. INFORMAL BIDS:

The BTMUA may reject as informal, bids which are incomplete, conditional, or obscure, or which contain additions not called for, erasures not properly initialed, alterations, or irregularities of any kind, or the BTMUA may waive such informalities.

8. WITHDRAWAL OF BIDS:

Upon proper request and identification, bids may be withdrawn at any time prior to the designated time for the bid opening. No bid may be withdrawn within 30 days after the actual date of the bid opening.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

9. REJECTION OF BIDS:

The BTMUA reserves the right to reject any or all bids, or to waive immaterial defect or informality in any bid, if deemed in the best interest of the BTMUA. Bidders are cautioned to examine all attached documents carefully and to execute and sign the proposal, non-collusion affidavit, disclosure of ownership, affirmative action form, anti-discrimination form, Americans with Disabilities form and comply with surety requirements, if applicable. All information listed on the proposal checklist must be submitted with the package. The BTMUA may consider informal, any bid not prepared and submitted in accordance with the provisions hereof.

10. PRICES:

The net unit price and extension of each article which the bidder agrees to furnish must be written in ink or typewritten in blank space provided for it, opposite the name of the item for which the price is given. NET UNIT PRICES MUST BE GIVEN. Extend the total price. Prices must include delivery to the Authority's point. Exception: Where price is given F.O.B. shipping point, this must be stated. Failure to do this will be interpreted to mean delivered to the BTMUA's point for the price stated. All additional charges and taxes, including consumer's taxes, which are to be paid under existing and future laws, must be paid by the bidder without any right of reimbursement from the BTMUA. The bidder is required to provide any tax exemption certificates or blanks that may be necessary.

11. ERRORS IN PROPOSALS:

In the event there is a discrepancy between the unit prices and the extended totals, the unit prices shall govern or if between the correct sums of the extended totals and the total bid submitted, the correct sum extended shall govern. Amounts written in words shall govern over the amounts given in numerals.

No remedy provided within the terms of the contract and specifications shall be deemed to preclude the BTMUA from taking any other action, but on the contrary, shall be deemed to be a remedy in addition to any and all other legal or equitable remedies permissible by law.

12. ADDENDA AND INTERPRETATIONS:

No interpretations of the meaning of the specifications of other contract documents will be made to any bidder orally. Every request for such interpretation should be in writing, addressed to the Qualified Purchasing Agent, 1551 Highway 88 West, Brick, New Jersey 08724, and to be given consideration must be received at least five (5) days prior to the date fixed for the opening of bids. Any and all interpretations and any supplemental instructions will be in the form of written documents, at the respective addresses furnished for such purpose, not later than three days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve any bidder from any obligation under this bid as submitted. All addenda so issued shall become part of the contract documents. The BTMUA is not responsible for any misinterpretation of the bid by the vendor. The bidder cannot assume anything pertaining to the specs or the item(s) they intend to bid.

IN ADDITION, bidder shall submit on their letterhead, a list of details supporting any and all deviations in the exact format of the specifications contained herein. A general exception cannot be taken for any paragraph or item. Note - this full and detailed written comparison of every item must be included with proposal or bid will be rejected as non-responsive to the specifications. Literature of all equivalent products shall be submitted with bidder's proposal. If applicable, a local demonstration of all proposed equipment shall be performed promptly if requested.

13. APPROVAL AND INTERPRETATION:

All items must be in strict accordance with the specifications and accepted bid, and will be subjected to the approval of the Qualified Purchasing Agent. Should any dispute arise respecting the true construction and meaning of these specifications, same shall be decided by the above person, as the accredited representative of the BTMUA and his/her decision shall be final and conclusive. Each bidder must be known to be engaged in the business and well qualified to carry out his contract, and satisfactory testimonials to that effect must be furnished, if required.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

14. LOWEST QUALIFIED BIDDER:

An award shall be made to the lowest qualified bidder. Date of delivery could be a determinant in making the award. Successful bidders will be notified immediately following an award. Items shall be awarded separately or in total. The BTMUA shall award the bid based on the lowest responsible bidder that meets the performance criteria and compliance criteria as well as price. All items will be judged fairly and accordingly by the BTMUA. If the Purchase Bureau, Department of the Treasury, State of New Jersey, has received competitive bids for this item, the BTMUA may opt to take advantage of the State Contract price, if it is lower than that received by BTMUA.

15. TIE BETWEEN BIDDERS:

Pursuant to N.J.S.A. 40A:11-6.1, in the event of a tie between the lowest bidders on a bid, the BTMUA may award the contract to the vendor whose response, in the discretion of the BTMUA, is the most advantageous.

16. TIME TO AWARD CONTRACT:

An award shall be made to the lowest qualified and responsible bidder(s). The BTMUA shall have sixty (60) days from the receipt of bids to either accept or reject any or all bids and a reasonable time thereafter in the event of any special circumstances or conditions requiring same. The BTMUA reserves the right to award items separately or in total. All security delivered with the bids, except the check or bond of the apparent lowest three bidders shall be returned within ten (10) working days thereafter. Within three (3) days, Sundays and holidays excluded, after the awarding and signing of the contract, the bid security of the remaining unsuccessful bidders shall be returned to them.

17. EXECUTION OF CONTRACTS:

The successful bidder(s) shall enter into a written contract with the Authority for the faithful performance of his bid.

18. LENGTH OF CONTRACT:

The term of this Contract shall be for one year from the date specified on the day of the award except where an alternate bid has been solicited for a different length of time to be contracted. Prices bid shall remain in effect during the entirety of the contract and apply to any supplemental orders for like items approved by the Authority. Vendors must include a letter explaining any deviation from this requirement in with the bid package at the time of submission.

19. SUBCONTRACTS:

The Brick Township Municipal Utilities Authority will recognize only the successful bidder(s) for the proper execution of the entire work under this contract. No subcontractor shall be allowed to perform any work without the express permission of the Authority.

20. DELIVERY:

Items will be ordered by Authority personnel. **Item(s) are to be delivered to the BTMUA, as noted for all Item(s) on the Proposal page contained within these specifications.** A Purchase Order will be supplied to the vendor at time of order and/or procurement.

Every bidder is requested to make a statement with his bid covering this stipulation, naming any exception or qualification, and failure to make this statement will be interpreted to mean that the stipulation is accepted as stated.

All deliveries to the BTMUA shall be made between the hours of 8:30 a.m. and 3:30 p.m., Monday-Friday.

Weekend or holiday deliveries are not acceptable.

If the person or firm to whom an award is made fails to furnish the items as specified, the Authority may cancel the order and may deduct and retain out of the monies due, or which may become due, to such person or firm from the Authority such sum as shall be sufficient to pay the difference between the prices on which the award is made and the prices which the Authority may or shall be obliged to pay to procure such supplies from other parties. Surety or bonds may also be used.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

21. QUALITY:

All item(s) quoted must conform to description and specifications as they appear on the bid proposal and/or specification page(s) attached by the BTMUA. Manufacturer's or distributor's catalog or model numbers that have been referred to for the purpose of establishing the style and quality of the items which the BTMUA will accept. Vendors may quote on items equally good, BUT vendors shall insert the catalog and/or model number of the items for which they are quoting in the appropriate column on the quotation form. Each person or firm submitting quotations shall submit catalogs, brochures, technical data and/or other pertinent data which clearly describes the items quoted to evaluate compliance with the specifications. All exceptions must be noted and placed in writing on the exception list form and/or on a separate sheet attached to the exceptions list form if needed.

22. QUANTITY REQUIREMENTS:

The Authority's requirements are based on future projections and usage data for the length of the contract. The quantity listed is an estimate only, and the Authority does not guarantee to purchase any definite quantity. The amount purchased, however, shall be all of the Authority's requirements during the term of the contract, whether it be more or less than the estimate.

23. DOMESTIC PRODUCTS:

Only manufactured products of the United States, wherever available, shall be used in connection with this undertaking, pursuant to N.J.R.S. 40A:11-18. Preference will be given to products made or manufactured in the U.S.A. If applicable, a certificate of origin will be provided upon delivery.

24. ESCALATOR CLAUSES:

Bids which contain escalator clauses will not be considered except on fuel oil or gasoline bids. If bidder cannot guarantee price quoted or cannot deliver the item quoted on within 180 days from the date of order, he must not quote the item.

25. PAYMENT:

The terms of payment, under which bids are solicited and to which all bidders offering proposals under these specifications agree, are: Net cash upon proper presentation of the amount stated in the contract and covered by formal order, and necessary action by the BTMUA. The contractor will not have the privilege for partial payments of account. Billings are to be made for complete orders only, and the BTMUA will not clear invoices covering parts of orders. Orders must be completed in their entirety before payment is made.

26. INDEMNIFICATION AGAINST CLAIMS:

The successful bidder shall indemnify and save harmless the BTMUA, the BTMUA's agents, and the BTMUA's employees, from and against all losses, suits, claims, actions, demands, payments, recoveries, and judgments for any injury or damage sustained or alleged to have been sustained by any party or parties by reason of the use of defective materials or items furnished or delivered under the contract to be awarded here under or by or on account of any act of omission of any contractor, his, it's or their agents or employees and in case any such action be brought against the BTMUA the contractor shall immediately take charge and defend same at his, it's or their own cost and expense. The BTMUA may, if it so desires, defend such action and charge the expense of same to the contractor.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

27. STATEMENT OF CORPORATE OWNERSHIP:

All corporations must attach to their bid a statement, on their company letterhead, confirming the company is a corporation and setting forth the names and addresses of all owners of the corporation.

28. STOCKHOLDERS DISCLOSURE:

All corporations or partnerships must attach to their bid a statement setting forth the names and addresses of all stockholders in the corporation or partnership who own 10% or more of its stock, of any class or of individual partners in the partnership who own a 10% or greater interest therein, as the case may be. If one or more such stockholders or partner is itself a corporation or partnership, the stockholders holding a 10% or more of that corporation's stock, or the individual partners owning 10% or greater interest in that partnership, as the case may be, shall also be listed. The disclosure shall be continued until names and addresses of every non-corporate stockholder, and individual partner, exceeding 10% ownership criteria has been listed. See Stockholders Disclosure Form attached.

29. AFFIRMATIVE ACTION REQUIREMENTS:

Bidders are required to comply with the Affirmative Action Requirements of PL. 1975, C. 127 (N.J.A.C. 17). All successful vendors must submit the required **Affirmative Action Evidence** as set forth on the attached Affirmative Action Requirements.

30. NEW JERSEY ANTI-DISCRIMINATION PROVISIONS:

Bidders are required to comply with the New Jersey Anti-Discrimination Provisions of N.J.S.A. 10:2-1 et seq.

31. AMERICANS WITH DISABILITIES ACT:

Bidders are required to comply with the Americans with Disabilities Act of 1990.

32. SURETY:

Each bid must be accompanied by a certified check, cashier's check, or bid bond issued by a surety company licensed to do business in New Jersey, in the amount of 10% of the total amount of the bid, but not in excess of \$20,000.

Where a bid bond is submitted, **the surety company shall submit an Agreement of Surety in substantially the form attached hereto or the bid shall be rejected**, power of attorney, and statement of financial condition must accompany same. Where one or more price or alternate price is offered, the deposit is based on the extension of the highest price or alternate price. This deposit shall be deemed a guarantee that the bidder will enter into a contract to deliver awarded items if his proposal is accepted. Such check or bonds will be returned to all except the successful bidders promptly following awards. All awards are based on the provision that such bids do not exceed the funds available. If required, the successful bidder will supply a completion bond.

33. INSURANCE:

The successful bidder cannot commence work under the terms of the specifications until he has furnished certificates of insurance to the BTMUA showing that he has contractor's public liability and workers compensation insurance to protect himself and the BTMUA. Therefore, **a certificate of insurance naming the Brick Township Municipal Utilities Authority as additional insured must be provided with the bid submittal**. The limits of bodily injury and property damage shall be in sufficient amounts to totally indemnify and save harmless the BTMUA. The certificate of insurance shall contain a ten-day cancellation clause with written notice by the insurance company to the BTMUA.

34. PAY-TO-PLAY: Please go to the ELEC state website: <https://www.elec.nj.gov/pay2play/p2p.html> for details on the NJ Pay-To-Play laws, forms can be filed online. Please print the form filed and attach it in the bid package.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

STOCKHOLDERS DISCLOSURE FORM

Name: _____

Address: _____

City and State: _____ Zip: _____

In the spaces provided, list the name and address of all owners, partners, directors, officers, and indirect owners owning 10% or more interest in the bidder's firm. If corporate owner, list in the spaces provided stockholders, or owners, whose ownership through the corporation is 10% or more of the bidder's firm, complete affidavit at bottom of this form. If this has already been submitted to the Brick Township Municipal Utilities Authority, use the form for any changes and complete the affidavit.

<u>Name</u>	<u>Address</u>	<u>City/State/ Zip</u>	<u>Percent</u>
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Owned

President or President of Firm:

(Type or Print Name and Phone Number)

AFFIDAVIT

I CERTIFY THAT:

_____ List of stockholder's names and addresses has been submitted to the Brick Township Municipal Utilities Authority and it is current and correct to the best of my knowledge with the exceptions as listed above.

_____ List of stockholders above is current and correct to the best of my knowledge.

_____ There are no stockholders holding 10% or more in this corporation or firm to the best of my knowledge.

Signature of Authorized Representative: _____

Type or Print Name and Title: _____

Witnessed by: _____

Date: _____

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

STATE OF NEW JERSEY EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C.127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE and GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principals of job-related testing, as established by the statutes and court decisions of the State of New Jersey, and as established by applicable Federal law and applicable Federal court decisions.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading, and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

REQUIRED AFFIRMATIVE ACTION EVIDENCE

A. Procurement, Professional & Services Contracts

All successful vendors must submit within three days of the notice of intent to award or the signing of the contract, one of the following documents to the Authority.

Failure to submit one of the following will result in the contractor's bid being rejected as non-responsive.

1. A photocopy of their Federal Letter of Affirmative Action Plan Approval.
2. A photocopy of their Certificate of Employee Information Report.
3. If the contractor cannot present (1) or (2), the contractor is required to submit a completed Employees Information Report Form AA-302. This form will be made available to contractors by the Brick Township Municipal Utilities Authority, if required.

Name of Company: _____

Signature: _____ Title: _____

Date: _____

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

**NEW JERSEY ANTI-DISCRIMINATION PROVISIONS
N.J.S.A. 10:2-1 ET SEQ.**

Pursuant to N.J.S.A. 10:2-1, if awarded a contract, the contractor agrees that:

a. In the hiring of persons for the performance of work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under this contract, no contractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the work to which the employment relates;

b. No contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex;

c. There may be deducted from the amount payable to the contractor by the contracting public agency, under this contract, a penalty of \$50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract; and

d. This contract may be canceled or terminated by the contracting public agency, and all money due or to become due hereunder may be forfeited, for any violation of this section of the contract occurring after notice to the contractor from the contracting public agency of any prior violation of this section of the contract.

Name of Company: _____

Signature: _____

Title: _____

Date: _____

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

**AMERICANS WITH DISABILITIES ACT OF 1990
Equal Opportunity for Individuals with Disability**

The contractor and the owner do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Name of Company: _____

Signature: _____ Title: _____

Date: _____



DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY - DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION TITLE & #: _____

VENDOR NAME: _____

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renewal contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at: https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, She/He shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

[] I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

[] I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities
Relationship to Vendor/ Bidder
Description of Activities

Duration of Engagement
Anticipated Cessation Date

*Attach Additional Sheets If Necessary.

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature of Authorized Representative

Date

Print Name and Title

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

NEW JERSEY BUSINESS REGISTRATION CERTIFICATE REQUIREMENTS

N.J.S.A. 52:32-44 (P.L. 2004, c.57)

(Assembly No. 3130 signed into law 6/29/04, Chapter 57 Law of 2004)

This law requires all businesses to register with the Division of Revenue and receive a Business Registration Certificate that must be provided to all local units of government you transact with. This law came into effect September 1, 2004.

The law provides in part that:

- A. A copy of the Business Registration Certificate, issued by the New Jersey Department of the Treasury, shall be submitted to the Local Unit of Government **before** any Purchase Order or other contracting document can be issued.
- B. A copy of the Business Registration Certificate shall be provided at the time any bid or request for proposal is submitted. In a bid situation failure to do so is a **fatal** defect and cannot be cured.
- C. Contractors are responsible for notifying any subcontractors of this requirement.
- D. This law applies to all vendors, in state and out of state.

The Business Registration Certificate can be obtained by contacting the below referenced number:

Division of Revenue, Business Registration Certificate

To obtain a NJ BRC, call (609) 292-9292 or (609) 292-1730 or log onto www.nj.gov/njbgs in order to comply with this requirement. The staff at the Division of Revenue office should be able to answer any questions you may have regarding this legislation. Thank you for your time.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

NON-COLLUSION AFFIDAVIT

State of _____, County of _____

I, _____, of the City of _____

in the County of _____ and the State of _____,

of full age, being duly sworn to law on my oath, depose and say that I am of the firm

the Bidder making the **bid for Pipe and Appurtenance** and that I executed said bid with full authority to do so and that said Bidder has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above-named contract; and that all statements contained in said bid and in this affidavit are true and correct and made with full knowledge that The Brick Township Municipal Utilities Authority relies upon the truth of the statements contained in said bid and in statements contained in this affidavit in awarding the above-named contract.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding or a commission, percentage, brokerage or contingent fee, except bona fide established commercial or selling agencies maintained by

_____ (N.J.S.A. 52:3415)
(Name of Bidder)

BY _____

(Type Name and Title)

Subscribed and sworn to before me

this _____ Day of _____, 20 _____

Notary Public of New Jersey

(SEAL)

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

**STATE TREASURER'S LIST OF
DEBARRED, SUSPENDED & DISQUALIFIED BIDDERS**

The Contractor shall submit with his bid a sworn statement, as set forth herein signed by an officer or partner of the Contractor, indicating whether or not the Contractor is at the time of the bid, included on the State Treasurer's List of Debarred, Suspended, or Disqualified Bidders. The Contractor will immediately notify the Owner whenever it appears that a Contractor is on the State Treasurer's List. The Contractor may be debarred, suspended or disqualified from contracting with the State of New Jersey and NJDEP if the Contractor commits any of the acts listed in N.J.A.C. 7:1D-2.2.

STATE OF NEW JERSEY

COUNTY OF

I, _____ of the City of _____

in the County of _____ and the State of _____ of full age,

being duly sworn according to law on my oath depose and say that:

I am _____, an officer of the firm of _____, the bidder making the Proposal for the above named work, and that I executed the said Proposal with full authority to do so that said bidder at the time of making of this bid, is not included on the State of New Jersey, State Treasurer's List of Debarred, Suspended and Disqualified Bidder; and that all statements contained in said Proposal and in this affidavit are true and correct, and made with the full knowledge that the Owner as Local Unit relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for said work.

The undersigned further warrants that should the name of the firm making this bid appear on the State Treasurer's List of Debarred, Suspended and Disqualified Bidders at any time prior to, and during the life of this Contract, including the Guarantee Period, that The Brick Township Municipal Utilities Authority shall be immediately notified by the signatory of this Eligibility Affidavit.

The undersigned understands that the firm making the bid as a Contractor is subject to debarment, suspension and/or disqualification in contracting with the State of New Jersey and the Department of Environmental Protection if the Contractor, pursuant to N.J.A.C. 7:1D-2.2 commits any of the acts listed therein, and as determined according to applicable law and regulation.

(Insert Name and Title of Affiant)

(Insert Name and Address of Contractor)

Subscribed and sworn before me

This _____ day of _____ 20 _____

Notary Public of _____

My commission expires _____, 20 _____

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

AGREEMENT OF SURETY

The _____, a corporation created and existing under the laws of the State of _____ whose principal office is in _____

and is duly authorized to transact business in the State of New Jersey (hereinafter called the Surety), hereby

undertakes that if the accompanying bid of _____

(hereinafter called the Bidder) dated _____ for _____

be accepted as to any or all of the items of material and workmanship proposed to be furnished thereby, or as to any portion of the same, the said bidder shall, within ten (10) days after notice of the award of contract, enter into a contract with The Brick Township Municipal Utilities Authority (hereinafter called the Obligee), and give bond with good and sufficient surety for the faithful performance of such contract, or in the event of the failure of the Bidder to enter into such contract and give such bond, the Surety will pay the Obligee the difference between the amount specified in said bid and the amount for which the Obligee may contract with another party to perform the work covered by said bid, if the latter amount be in excess of the former.

Provided and subject to condition precedent:

That any suits at law or proceedings in equity brought or to be brought against the Surety to recover any claim hereunder must be instituted and service had upon the Surety within ninety (90) days after the acceptance of said bid of the Principal by the Obligee.

IN WITNESS WHEREOF, the undersigned corporation has caused this agreement to be signed by its proper officers and its corporate seal to be affixed hereto this _____ day of _____, 20_____

Attest:

_____ BY: _____

(Affix seal here)

(Typed name and title)

BID GUARANTEE

This Proposal is accompanied by bid security in accordance with the conditions state in the Invitation to Bid. The bid security is in the form of:

A. Surety Bid Bond _____

B. Certified/Treasurer's check _____

The amount of _____

(\$ _____)

Payable to: Brick Township MUA

The Bidder hereby agrees that if this Proposal shall be accepted by the Owner and the Bidder shall fail to execute and deliver the Contract and the required Performance Bond or other required documents in accordance with the requirements of this Proposal and other sections of the Contract Documents within the time specified, then the Bidder shall be deemed to have abandoned the Contract and thereupon the Proposal and acceptance shall be null and void and the security accompanying the Proposal shall be forfeited to an retained by the Owner, as liquidated damages for such failure or neglect, and to indemnify the Owner for any loss which may be sustained by failure of the Bidder to execute the Contract and furnish documents as aforesaid.

In compliance with the Laws of the State the Bidder is:

An individual _____

A Partnership _____

A Corporation _____

of _____ having principal

offices at _____

_____.

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give Form to the
requester. Do not
send to the IRS.**

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p>	Requester's name and address (optional)
	<p>6 City, state, and ZIP code</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 40%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-		-	
	-		-		
or					
Employer identification number					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 90%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-			
	-				

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	<p>Signature of U.S. person ▶ _____</p>	<p>Date ▶ _____</p>
------------------	-----------------------------------------	---------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Brick Township MUA Terms & Conditions

Please be advised that the Brick Twp. MUA is a local government agency and cannot guarantee terms of Net 30 days from date of invoice or pay late fees or finance charges. Following are terms and conditions of our purchase and payment policy:

- All shipments shall be made to Brick Utilities, 1551 Highway 88 West, Brick, NJ 08724.
- Deliveries to our warehouse are accepted Monday through Friday, 8:30 AM to 4:00 PM.
- Shipments are not to be made “C.O.D.”
- Transportation is to be included on all quotes and invoices, unless otherwise agreed.
- Enclose packing slip with each shipment.
- The Authority retains the right to cancel an order if reasonable shipment cannot be made.
- The MUA utilizes a Purchase Order & Vouchering system. Once an order has been entered into our system and approved, Purchase Order and Voucher forms are printed and emailed or mailed to the vendor.
- All payments are made by check and require the return of signed vouchers by the vendor. Vouchers and the vendor invoice must be received by the 10th of the month to be eligible for payment that month following Approval by the Board of Commissioners at the regular monthly meeting, held on the last Thursday of each month.
- We require that purchase orders are completed in full before processing payment.
- The MUA requires all vendors to complete IRS Form W-9 to establish a vendor account number. At your request, a blank form can be provided to you for completion and return upon acceptance of these terms.
- Upon acceptance of the terms above, The MUA requires submittal of a NJ Business Registration Form from vendors with whom purchases are expected to reach or exceed \$6,600.00, or 15% of our bid threshold in the current year. Information on how to obtain this will be forwarded upon your request.
- Should you require, the MUA will provide credit references and/or our Tax Form W-9 upon request.
- Please be advised that the Brick Twp. MUA is a local government agency and not subject to sales tax.
- If you require a copy of Form ST-4, or any other additional information, please email your request to dcurcio@brickmua.com or contact Deanna Curcio at extension 4227.

BY SIGNING BELOW THE VENDOR AGREES TO THE TERMS AND CONDITIONS AS OUTLINED ABOVE.

Company Name

Date

Vendor Signature

Printed Name

Title

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY BID SPECIFICATIONS

THE BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

No addenda(s) were received:

Acknowledged for: _____
(Name of Company Bidding)

By: _____
(Signature of Authorized Representative)

Name: _____
(Print or Type)

Title: _____

Date: _____

MATERIAL SPECIFICATIONS

&

PROPOSAL PAGE(S)

&

ATTACHMENTS

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY CHEMICAL MATERIAL SPECIFICATIONS

1. SECURITY MEASURES:

1.(a) Failure to submit this information or the submission of incorrect information will be reason for Brick Utilities to refuse delivery or cancel future orders and utilize alternate suppliers without penalty or claim from the contractor. If an alternate supplier is used, the contractor shall reimburse Brick Utilities for any costs incurred that exceed the contracted chemical costs.

The following must be completed before any Contractor, contractor's employee or subcontracted employees are permitted to service any project of the BTMUA.

Every Contractor contracting with the BTMUA hereby certifies that that they shall:

1. Conduct a background check on each employee participating in any projects involving the BTMUA and ensure that none of its employees working on BTMUA projects have a criminal record that bears any relationship to the job.
2. Only provide employees who are in good standing with the Contractor and are not in violation of any rules and regulations of the Contractor.
3. Withdraw any employee from participating in projects with the BTMUA should BTMUA provide evidence of repeated failure to follow BTMUA policies and procedures.
4. Ensure that all employees of the Contractor and its subcontractors hold a current license, registration or certification to practice the discipline required for the project and will provide such services to the project pursuant to applicable N.J. Law.

1.(b) Twenty-four (24) hours prior to delivery the chemical vendor must submit the following information to Brick Utilities via fax at (732) 836-9170:

- Truck and/or trailer number
- Truck and/or trailer license plate number
- Name and driver license number of the driver making the delivery
- Fill and delivery port seal numbers (if applicable)

1.(c) Upon arrival at Brick Utilities all equipment/vehicles will have ID and/or license plate/tag numbers readily visible. The driver must present to the Brick Utilities operator a valid drivers license and photo identification prior to off-loading chemicals.

1.(d) Where applicable, each bulk chemical delivery will have the fill and delivery ports tagged and sealed with a numbered tag. The removal of the delivery port seal will be witnessed by a Brick Utilities employee and the seal will be handed in with the paper work. Vehicles and delivery contents are subject to inspection and analysis prior to off-loading.

1.(e) Chemicals delivered in drums, pails, carboys or similar packaging shall be sealed in a manner so that product tampering will be clearly evident. Packages will be clearly marked with the manufacturer product name and a lot, batch or other form of identifying number. A copy of the delivery invoice listing the identifying numbers will be faxed to the Brick Utilities twenty-four (24) hours before delivery.

1.(f) Brick Utilities' operators will be notified of the estimated time of arrival for a chemical delivery by telephone at (732) 701-4244 at least 30 minutes prior to arrival of the delivery vehicle.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY CHEMICAL MATERIAL SPECIFICATIONS

1. GENERAL DELIVERY INSTRUCTIONS:

All deliveries shall be made to the water treatment plant. All routine deliveries shall be made as determined by the Brick Utilities water treatment plant operator Monday through Friday, excluding holidays, between the hours of 8:00a.m. and 3:00 p.m. Within 24 hours after placing an order, the Brick Utilities water treatment plant operator shall receive confirmation of delivery date via fax or email. Any delivery arriving on an unconfirmed date may be refused by Brick Utilities without penalty and the original delivery date will still apply. All delivery personnel must be certified in Department of Transportation RSPA Hazardous Material Regulations (49CFR 172.704).

Unless otherwise specified in sections 21(a) through 21(i), all delivery vehicle driver/operators are responsible for the transfer of product from the delivery vehicle to Brick Utilities. Delivery vehicle must arrive with all necessary equipment and appropriately trained personnel to provide a safe and reliable means of transfer. Delivery of the material **must** be completed within the time frame specified in the following table.

Chemical	Delivery must be received within
Carbon Dioxide	Five (5) Days from order placement

To ensure continuity of operations, should the contractor fail or is unable to furnish and deliver ordered chemicals within the time frames specified in the preceding table; Brick Utilities may cancel the order and utilize alternate suppliers without penalty or claim from the contractor. If an alternate supplier is used, the contractor shall reimburse Brick Utilities for any costs incurred that exceed the contracted chemical costs.

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY CHEMICAL MATERIAL SPECIFICATIONS

2. CARBON DIOXIDE:

The delivery driver is responsible for the transfer of product from the delivery vehicle to Brick Utilities chemical storage equipment.

Loads will be delivered in bulk quantities ranging from **40,000 to 50,000 lbs.**, to be determined by Brick Utilities' operators at the time of order.

3 Material Safety Data Sheets (MSDS):

Prior to initial (first) delivery of each chemical, the contractor will provide to Brick Utilities current Material Data Safety Sheets (MSDSs) for that specific chemical. One time submission of MSDSs is sufficient unless MSDS data is updated and/or chemical suppliers change. If this occurs, new MSDSs will be provided to Brick Utilities by the contractor.

4. SAMPLING, TESTING AND REJECTION:

Brick Utilities may require optional sampling and testing of materials should the materials become suspect based on visual or performance criteria, either upon delivery or during that delivery's use. Sampling and testing of materials shall be performed in accordance with EPA, AWWA and industry standards. If the materials do not meet the applicable requirements of the standard, they shall be removed from the site at the contractor's expense. An independent laboratory, acceptable to the purchaser, may be employed by the contractor to sample and test the disputed material before removal.

5.PRODUCT HANDLING & TRANSPORTATION/CONTAINER INTEGRITY:

Every bidder will certify that the respective bidder complies with all pertinent Federal, State and Local regulations applicable apply to product handling and transportation and container integrity. This includes the proper protection of the driver (delivery procedures, training, and PPE), of the surrounding area (containment devices), and compliance with all pertinent inspections procedures and timetables, assuring product container integrity. **BIDDER MUST INCLUDE WITH HIS BID AN AFFIDAVIT, ON THE FORM ATTACHED HERETO, CERTIFYING AS TO THEIR COMPLIANCE WITH THIS REQUIREMENT OR THE BID SHALL BE REJECTED.**

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY CHEMICAL MATERIAL SPECIFICATIONS

AGREEMENT OF SAFETY REGULATIONS COMPLIANCE

The undersigned, _____, hereby proposes and agrees to
comply (Bidder Name)
with all United States Department of Transportation Hazardous Material Regulations (49CFR 172.704) and other pertinent Federal, State and Local Regulations that govern the health, safety and welfare of their employees and employees of "Brick Utilities" as well as complying with all Federal, State and Local Regulations that govern the safe handling and transportation of the applicable product.

Each bidder will also agree to furnish all the necessary labor, materials, equipment, tools, personal protective equipment, safety equipment, and services necessary for the work specified in this contract.

IN WITNESS WHEREOF, the undersigned bidder has caused this Agreement to be signed by its proper officer and its corporate seal to be affixed hereto this _____ day of __, 20__.

Attest:

(Signature)

By: _____
(Type/Print Name and Title)

(Affix Seal Here)

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY CHEMICAL MATERIAL PROPOSAL

WTC BID PROPOSAL

The undersigned hereby proposes to furnish and deliver all the items specified on the attached pages for which prices are herewith given, in strict accordance with these specifications, and hereby accepts the foregoing conditions under which this contract is to be awarded and agrees to be bound thereby.

The prices quoted must include all charges and expenses for furnishing and delivering all items in the manner and under the conditions specified, except where otherwise stated.

The undersigned hereby declares that this bidder is the only person interested in this estimate, and that no other person than herein named has any interest in this estimate, or in the contract proposed to be taken; that it is to be made without any connection with any person making an estimate for the same items and is in all respects fair and without collusion or fraud.

The undersigned does further declare that no member of "Brick Utilities" or any officer or other employee of "Brick Utilities" is directly or indirectly interested therein or in any portion of the profit thereof.

NAME OF BIDDER (Company): _____

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL: _____

NUMBER OF ITEMS BID: _____ TOTAL AMOUNT OF BID: _____

DEPOSIT ENCLOSED (Bid Guarantee, Bond, Certified or Cashier's Check): _____

DATE: _____

BRICK TOWNSHIP MUNICIPAL UTILITIES AUTHORITY CHEMICAL MATERIAL PROPOSAL

CARBON DIOXIDE

7.

A minimum of 99.5% purity. Loads delivered in bulk quantities ranging from 40,000 to 50,000 lbs. Conforming to AWWA Standard B510-89 and ANSI/NSF Standard 60.

<u>6 months</u>	<u>262.5 Tons</u>	<u>\$_____</u>	<u>\$_____</u>
<u>12 months</u>	<u>350 Tons</u>	<u>\$_____</u>	<u>\$_____</u>

EXCEPTIONS

Bidder must itemize all exceptions to the specifications on this form provided. If this is not sufficient space, attach additional sheets as required. A statement referring to manufacturer's literature or specifications without stating the actual exception will be cause for bid rejection.

1. _____

2. _____

3. _____

4. _____

5. _____

Unless otherwise stated by the Bidder in the space provided above or on a separate sheet attached, the proposal will be considered as being in strict accordance with the specifications outlined herein.