

# Request for Bid

## For A

# 3000 Gallon Emulsion Storage Tank

Issue Date: Monday, April 15, 2019

**Due Date and Time: May 01, 2019 3:00 PM**

### **Receipt Location:**

City of Macon  
City Clerk's Office  
106 W. Bourke St.  
Macon, MO. 63552

**Project Description:** Macon (the "City") is soliciting bids for a 3000-gallon emulsion storage tank. The specifications are intended to give general minimum, parameters for the type and size of equipment the city anticipates purchasing and is not specific to a brand or model. Any bid including specifications close to but slightly outside the parameters may be considered. The City will not be obligated to move forward with any vendor and will not provide reimbursement for any expenses incurred in providing a response.

All equipment offered shall be equipped as advertised by Manufacturer, be a current model, and meet or exceed the following minimum specification:

### **SPECIFICATIONS**

- 3,000-gallon tank manufactured of 1/4" carbon steel oriented to be mounted vertically.
- Tank to be insulated with 3" thick foil backed foam, and then covered with aluminum sheeting for weather protection and secondary containment. Tank shall have a 24" insulated manway on the side of the tank at the bottom for access into the tank. Bottom of tank to have a 1" slope away from the manway. Insulated 3" ball valve located at the low point of the slope for easy cleanout.
- Tank is attached to a steel support stand, which is included, that places the tank loading valves at the proper height (5'6" above the concrete pad) for gravity flow loading of trailer equipment.
- Caged access ladder which gives easy access to the top of the tank. Top of tank is fitted with an inspection door. Safety rails on top of tank are required. Cat walk grating on top of tank inside safety rails for slip free walking when on top of tank.
- Tank to be equipped with 4-1000 watt 240-volt single phase heater blankets, which will be controlled by an adjustable thermostat that is accessible from ground level. All electrical components are compatible for indoor or outdoor service. Tank must have an insulated access cover over the area where the blankets are located for easy servicing if

necessary. Contactors in the control panel are to be Mercury style that are designed for long life and maintenance free operation.

- Tank is equipped with two 3" ball valves for loading and unloading the tank. These valves are wrapped with 240-volt heat tape and then insulated to aid in cold weather operations. Insulation on the valves must be of silicon design and manufactured to cover the valves and be attached with buckles for ease of servicing. Valves wrapped with wool insulation and covered with aluminum held on with hose clamps will not be accepted. Valves also have provision to accept a padlock for added security. A 3" ball valve is located in the bottom of the tank to aid in clean out. Valve in bottom of the tank shall be insulated and located at the low side of the 1" bottom slope of the tank for easy cleanout.
- Tank to include a 8' long 3" diameter heavy duty rubber loader hose fitted on one end with a quick coupler which mates to the loading fun-loading valves, and the other end to be fitted with a steel 90 degree elbow fitting.
- Tank includes a mechanical paddle type agitation system, which is automatically controlled by a programmable agitation timer, which is included in this proposal. Timer will be pre-programmed at the factory. Agitator should not turn at a rate exceeding 6-rpm's to avoid whipping the emulsion and causing separation. Agitator drive can be greased from ground level without having to climb on top of the tank.
- Tank includes a material quantity gauge, easily viewed from ground level, calibrated in 100-gallon increments.
- Tank and its components to have a one-year warranty; excluding the concrete pad, incoming electrical service installation, and components which are supplied by independent contractors hired by the user agency (customer).
- Seller to provide a factory trained representative to assist in the installation and final operational preparations to ready the tank for operation. This representative will also provide complete operation and maintenance training to the customer.

**Submission Details:**

Bids are encouraged to include a cover letter, pricing information, brochures, specifications, list of references of people or organizations that have or are currently using the equipment, and other information that will help the City choose the best product.

Sealed bids will be received by the City of Macon, City Clerk until May 01, 2019, at 3:00 P.M.

Proposals, modifications, or corrections will not be accepted if they are not timely received by the City Clerk, regardless of the cause, whether or not by action or inaction of the City, including but not limited to delayed, lost, undelivered or misdirected mail. Facsimile transmitted proposals will not be accepted.

**CONTACTS**

Any administrative questions regarding bidding procedures should be directed to: City Administrator, Avis Marshall at [www.administrator@cityofmacon-mo.gov](mailto:www.administrator@cityofmacon-mo.gov)

### **LAST DAY FOR QUESTIONS**

The last day to submit questions is Friday, April 26, 2019 @ 3:00 p.m. This will allow sufficient time for any addenda to be issued by the City to all bidders. All questions must be submitted in writing via email to City Administrator Avis Marshall at [www.administrator@cityofmacon-mo.gov](mailto:www.administrator@cityofmacon-mo.gov)

Potential bidders are urged to email the City Administrator with their full name, company name, address, phone and email address and which bid they are referring to so that they can receive addendums or bid updates.

### **SELECTION PROCESS**

The City will evaluate all responses to the bid that meet the submittal requirements and deadline. Submittals that do not meet the requirement or deadline will not be considered. The City will rank the proposals and may arrange to see and operate a model of the equipment prior to selection (it does not have to be the actual unit that the city may purchase).

The City will consider the following criteria equally when evaluating the proposals: quality and thoroughness of the bid; specifications, and cost.

### **SPECIAL INSTRUCTIONS TO BIDDERS**

I. Submission Requirements and Instructions (All bidder requirements in this section are **mandatory**).

- The City reserves the right to waive any non-material variation, or technicality in any statement received, if the City believes it would serve the best interest of the City. The City may reject any and all Request for Proposals.
- Request for Proposal must be in a sealed package and submitted via mail or hand-deliver, to the City Clerk's office. Each submission must be marked on the outside with the Company's name and the description of the proposal; "3000-gallon emulsion storage tank."
- Proposers shall submit three (3) hard copies of the Proposal to the City at the address identified above.
- Any bid received after the scheduled closing time for receipt of bids will **NOT** be opened and will **NOT** returned to sender.
- Bids and required attachments shall be submitted as specified. All costs incurred in the preparation of a proposal will be the responsibility of the bidder and will not be reimbursed by the City.

### **Requests for Supplemental Information**

The City reserves the right to require the submittal of additional information that clarifies the bid proposal.

### **AWARD OF CONTRACT**

The City reserves the right to reject any and all bids, to contract with whomever and in whatever manner the City decides, to abandon the work entirely and to waive any informality or non-substantive irregularity as the interest of the City may require and to be the sole judge of the selection process. The City also reserves the right to negotiate separately in any manner to serve the best interest of the City. The City retains the right at its sole discretion to select a successful vendor(s).

## **ITEMS TO BE SUPPLIED BY THE CUSTOMER FOR TANK INSTALLATION**

- **Concrete pad as per the following specifications:**  
Pad to be 12' square, 10" thick concrete, reinforced with 1/2" rebar on 1' centers. Four lag plates are to be installed in the concrete pad at the time of the pouring and shall be 1/2" thick steel and 14 inches square. A complete foundation description, including diagram is included on an attached page.
- **Mobile crane or other lifting device** with a lifting height capability of 25-30 feet and a lifting capacity of 10,000 pounds at that 25-30 foot height. This lifting device will be needed to lift the tank and its stand-off of the delivery trailer, move the tank into position over the pre-prepared concrete mounting pad, and finally lower the tank and stand into position on that pad.
- **A welding machine and welder** to weld the tank stand mounting legs to the weld flanges which have been installed into the concrete stand.
- **An electrical service line or cable** to be installed and run to the tank pad site capable of delivering 100 amps at 240 volts. This service line must meet all local codes and standards. This service line will be connected to the tank, at the appropriate time, by a qualified electrician.