

005-RFB-2934-2027 - Water Treatment Chemicals at Cherokee

SECTION 1 – INTRODUCTION

1.1 Background Information

This RFB is designed to provide Bidders with the information necessary for the preparation of competitive Bids. The RFB process is for the Lead Agency's and Participating Agencies' benefit and is intended to provide the Lead Agency with competitive information to assist in the selection process. It is not intended to be comprehensive. Each Bidder is responsible for determining all factors necessary for submission of a comprehensive Bid.

The Iowa Department of Administrative Services (DAS) is soliciting bids to provide water treatment and boiler chemicals to Cherokee Mental Health Institute (CMHI).

CMHI is located at 1251 West Cedar Loop, Cherokee, IA. 51012. The facility provides active inpatient treatment to adults, who require acute psychiatric services along with specialized treatment and security for adults ordered by the court into the custody of the state for the purposes of competency restoration, adults who have been acquitted of a crime by reason of insanity and similarly situated adults.

1.2 Contract Term

The term of the contract will begin 09/01/2026 and end on 08/31/2027.

The Contract may be renewed by mutual agreement of both parties for up to five (5) years.

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1.3 Mandatory Site Visit

A mandatory site visit is required for this project. Meeting locations and directions are listed below. You must be present to submit bids on this RFB. A signup sheet will be at location.

Attendance at the site visit is a mandatory requirement. Only Bidders who attend and sign the attendance sheet will be eligible to submit a bid in response to this RFB. Failure to attend the

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mandatory site visit or to sign the attendance sheet will result in the Bidder being deemed non-responsive and ineligible for award.

Cherokee site visit is Tuesday, August 11th, 2026, at 1:00 PM.

Meet in the administration building Oakdale Conference Room which is just inside the front doors. Cherokee, 1251 W. Cedar Loop, Cherokee, IA. 51012.

Directions: From Hwy 59 (N. 2nd St.) Turn east on West Cedar Loop. Follow right when the street comes to a 'Y'. Follow to the main building. Parking lot will be to the right. Meet in the center administration building.

SECTION 2 – SPECIFICATIONS

All items listed in this Section are Bid Specifications. A successful Bidder must be able to satisfy all these specifications to be deemed a Responsible Bidder.

2.1. Bidder Requirements

- 2.1.1. Bidder must ensure all required chemical water treatment service projects and Bidder's service technicians providing services for those projects must be managed and supervised by a Certified Water Technologist (CWT), as certified by the Association of Water Technologists (AWT).
- 2.1.2. Bidder must provide the experience and qualifications for all service project managers and service technicians for the CMHI.
 - Bidder must provide a copy of the CWT certification for all CWT project managers.
- 2.1.3. The HVAC water treatment chemistry program must be designed by CWT with accreditation from the AWT.
- 2.1.4. Bidder must provide analytical services for CMHI to determine the cause of any potential issues. Bidder is responsible for diagnosing issues, providing recommendations on solutions, and administering the solution.
 - Full water analysis capabilities
 - Corrosion analysis
 - Deposit analysis
 - Fuel oil analysis
 - Metallurgical analysis
 - Microbiological analysis
- 2.1.5. **Current Chemical Needs:**
 - Oxygen Scavenger
 - Boiler Internal Treatment
 - Boiler Steam Line Treatment
 - Boiler Alkalinity Builder / Caustic Soda
 - Water Softener Resin Cleaner
- 2.1.6. **Bidder to provide test kits and reagents**
 - Hardness test kit and reagents
 - Sulfite test kit and reagents
 - Polymer test kit and reagents
 - Sulfate suppressant
 - Alkalinity test kit and reagents
 - pH 4, 7, 10 buffer solutions
 - Conductivity Standard, 2000 mmhos

- Conductivity Neutralizer
- Chloride test kit and reagents

2.1.7. Bidder must provide monthly and quarterly water treatment consulting services

2.1.7..1. Monthly

- Boiler water testing
- Condensate testing
- Boiler water softeners
- Feedwater testing
- Water scaling indexes
- Water usage trends
- Online E-Service reports

2.1.8. Quarterly

- DA tank dissolved oxygen testing
- Babcock-Wilcox filter patch study (0.45 um) on feed water and condensate
- Multi-point condensate return testing
- Boiler water softener resin cleaning consulting
- Boiler water brine salinity index
- Boiler water softener salt usage optimization
- Replenish and replace broken and tarnished testing sample vials
- Chemical federate and usage projection reports
- Equipment inspections upon request
- Blowdown rate analysis and trending
- Return on Investment energy calculation report

2.2. Work Rules

2.2.1. Facility Rules

The CMHI has specific security and safety policies and procedures established which must be always adhered to. Bidder's personnel shall provide to the facilities designated contact(s) the following information in advance of being admitted to site: name, date of birth, social security number, driver's license number (background checks may be required), location and description of work to be performed.

2.2.2. Site Conditions

The Bidder shall perform all work in a safe manner and in accordance with all applicable federal, state, and local safety regulations.

The Bidder shall immediately correct, at its sole expense, any unsafe or hazardous conditions caused by the Bidder's operations, employees, subcontractors, or equipment.

The Bidder shall be solely responsible for damage to existing structures, grounds, systems, equipment, or property resulting from the performance of the work by the Bidder, its employees, agents, or subcontractors. The Bidder shall repair or replace damaged property to its original condition at no additional cost to the State.

The Bidder shall coordinate all required service interruptions or utility shutdowns with the Agency in advance of any shutdown.

The Bidder shall always maintain the work site in a clean and orderly condition. The Bidder shall remove all waste materials, debris, surplus materials, and equipment from the work site upon completion of tasks.

The Bidder shall maintain all walkways, driveways, and parking areas in a clean and unobstructed condition during performance of the work.

The Bidder shall coordinate employee parking arrangements with the Agency. All parking fees or related costs shall be the responsibility of the Bidder.

2.2.3. Proper Conduct

The Bidder and its employees, agents, and subcontractors shall always conduct themselves in a professional manner while on State property.

The following activities are prohibited on State premises:

- a. Possession of weapons, illegal drugs, or alcohol;
- b. Smoking, except in designated smoking areas authorized by the Agency; and
- c. Propping open, disabling, or leaving secured doors unsecured.

2.2.4. Temporary Utilities

The Bidder shall have temporary use of electrical power from existing outlets as directed by the Facility. The Bidder shall furnish all connections and extensions from these outlets at its own expense.

2.2.5. Storage

The Bidder shall store all materials, tools and equipment only in areas designated by the Agency. The Bidder shall keep those areas clean and clear of combustible materials/waste. The Bidder shall provide adequate facilities for the storage of waste materials and rubbish prior to removal from the site. Debris, surplus materials, equipment, etc., may need to be removed periodically, depending on the Facility needs. No ladders, tools or equipment shall be left unattended. The Bidder shall be solely responsible for damage, loss or liability due to theft or vandalism of his materials, tools and equipment.

2.2.6. Hazardous Materials

Where the Bidder encounters suspected areas of hazardous materials such as asbestos, Bidder will immediately cease operations and notify the Facility. No work shall proceed until the Agency has the areas tested and has initiated an approved method of neutralizing or removing the hazard, as per E.P.A. requirements. The Bidder agrees to accept responsibility for notifying his or her employees of any hazard which exists and to protect all personnel from harm, holding the Agency, his or her employees, and the Designer from any claims against them by the Bidder, his or her employees or third parties. The Agency shall advise the Bidder of any verified hazards. The Agency will also advise the areas suspected as possible hazards. If the Bidder is required to work in the suspected hazardous area (but not in direct contact with the hazard), they will be required to accept responsibility and cost for notifying and protecting his or her personnel as though the area is contaminated. The Bidder will not be reimbursed for a reasonable delay in work caused by a hazard during the job.

Attachment 1
Exceptions Form

Please list any and all exceptions to this RFB in this section. Include section and reason for exception:
(Make additional pages if necessary)

<u>Section</u>	<u>Exception</u>
1. _____	_____ _____
2. _____	_____ _____
3. _____	_____ _____
4. _____	_____ _____
5. _____	_____ _____
6. _____	_____ _____
7. _____	_____ _____
8. _____	_____ _____
9. _____	_____ _____
10. _____	_____