

CALL FOR BIDS  
CITY OF MINNEAPOLIS  
M I N N E S O T A

Official Publication No. 8399

January 25, 2017

PURCHASING DEPARTMENT  
330 Second Avenue South - Suite 552  
Minneapolis, MN 55401

Public Works – Water Treatment and  
Distribution Services

AN AFFIRMATIVE ACTION EMPLOYER

For information call  
Traci Reimringer (612) 673-2176  
[Traci.Reimringer@minneapolismn.gov](mailto:Traci.Reimringer@minneapolismn.gov)

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**"BIDS FOR REPLACEMENT ULTRAFILTRATION MEMBRANE MODULES"**

To furnish and deliver Replacement Ultrafiltration Membrane Modules as directed by the Public Works – Water Treatment & Distribution Services, all in accordance with the provided specifications and bid form.

**Complete project documents are available for electronic download at the following link:**

<http://www.minneapolismn.gov/finance/procurement/bidopenings/formal>

All addendums can be found online; please check the above website BEFORE submitting your completed bid response. **It is the Contractor's full responsibility to ensure they have received all addenda prior to the submittal of bids.**

Please e-mail questions concerning this solicitation to [Traci.Reimringer@minneapolismn.gov](mailto:Traci.Reimringer@minneapolismn.gov). Questions received later than 8 days prior to bid opening may not be addressed.

Successful bidders with cumulative contracts exceeding \$100,000 will be required to submit a written affirmative action plan (AAP) to the Minneapolis Department of Civil Rights (MDCR) in accordance with Chapter 139.50(b) of the Minneapolis Code of Ordinances.

The successful bidder shall be subject to a pre-award compliance review by the MDCR in accordance with Chapters 139.50 and 423. In addition to the pre-award review, MDCR will also monitor SUBP participation, minority and female employment participation and prevailing wage throughout all construction projects. As of May 1, 2012 the employment goals for onsite labor on all city construction contracts are 6% female and 32% minority. Employee hours and wages are required to be filed electronically with a free online account at LCPtracker.net. Information regarding Frequently Asked Questions (FAQs) may be found on the web at [www.ci.minneapolis.us.gov/civilrights/compliance](http://www.ci.minneapolis.us.gov/civilrights/compliance). Questions may be directed to the Department of Civil Rights at [contractcompliance@minneapolismn.gov](mailto:contractcompliance@minneapolismn.gov).

The City of Minneapolis hereby notifies all bidders that in regard to any invitations to bid, advertisements, solicitations, or contracts to be entered into pursuant to this Plan, businesses owned and controlled by minorities or women will be afforded maximum feasible opportunity to submit bids and/or proposals in response and will not be subjected to discrimination on the basis of race, color, creed, religion, ancestry, national origin, sex, including sexual harassment, sexual orientation, gender identity, disability, age, marital status, or status with regard to public assistance or familial status.

Prospective bidders' attention is called to Minnesota Statutes 13.591 Business Data. This section states in part:

Data submitted by a business to a government entity in response to a request for bids as defined in Section 16C.02, Subdivision 11, are private or non-public until the bids are opened. Once the bids are opened, the name of the bidder and the dollar amount specified in the response are read and become public. All other data in a bidder's response to a bid are private or non-public data until completion of the selection process. For the purposes of this section, "completion of the selection process" means that the government entity has completed its evaluation and has ranked the responses. After a government entity has completed the selection process, all remaining data submitted by all bidders are public with the exception of trade secret data as defined and classified in Section 13.37. A statement by a bidder that submitted data are copyrighted or otherwise protected does not prevent public access to the data contained in the bid.

Bidders are hereby advised that their bid document may become available to the public once a successful bidder has been chosen.

The City of Minneapolis has adopted an Environmental Purchasing Policy (EPP) that is incorporated into all bids. A copy of the policy can be found at this link: <http://wcms/intranet/finance/procurement/policies/WCMS1Q-003476>

**Prompt Payment:** Per Minnesota Statutes 471.425 contractors shall pay all certified small subcontractors for undisputed work completed, within ten (10) days after the City of Minneapolis has paid the contractor for the completed work.

Chapter 471.895 of the Minnesota Statutes prohibits gifts from interested persons to local officials. Local Officials includes any individuals who purchase or advise or recommend on the purchase of goods and/or services.

Conflict of Interest/Code of Ethics: Contractor agrees to be bound by the City's Code of Ethics, Minneapolis Code of Ordinances, Chapter 15. Contractor certifies that to the best of its knowledge, all City employees and officers participating in this Agreement have also complied with that Ordinance. It is agreed by the Parties that any violation of the Code of Ethics constitutes grounds for the City to void this Agreement. All questions relative to this section shall be referred to the City and shall be promptly answered.

Minneapolis Code of Ordinances, Section 18.200, relating to equal benefits for domestic partners, applies to each contractor and sub-contractor with 21 or more employees that enter into a "contract" as defined by the Ordinance that exceeds \$100,000.00. Compliance with Section 18.200 is required commencing January 1, 2004. The categories to which the ordinance applies are services; the sale of purchase of supplies, materials, equipment or the rental thereof; and the construction, alteration, repair or maintenance of personal property. The categories to which the ordinance does not apply include real property and development contracts.

The contract is in a category to which the ordinance applies.

Please be aware that if the contract initially does not exceed \$100,000.00, but is later modified so that the contract does exceed \$100,000.00, the ordinance will then apply to the contract.

A complete text of the ordinance is available on the internet at: <http://www.ci.minneapolis.mn.us/citywork/city-coordinator/finance/purchasing>. Copies are also available in the office of City Purchasing. It is the contractor's and sub-contractors responsibility to review and understand the requirements and applicability of this ordinance.

All successful bidder(s) will be required to comply fully with the Americans with Disabilities Act of 1990 (ADA).

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Official Publication No. 8399

Published in Finance and Commerce – January 31<sup>st</sup>, 2017 and February 7<sup>th</sup>, 2017

Sealed bids will be received and time stamped by receptionist until **10 AM, Local Time, February 21<sup>st</sup>, 2017** at which time they will be publicly opened and read aloud. **Do not fax** sealed bids to Purchasing.

Envelopes must bear the name of the firm submitting the bid and be addressed as follows:

**City of Minneapolis Purchasing Department  
Offl. Publ. # 8399– BIDS FOR REPLACEMENT ULTRAFILTRATION MEMBRANE MODULES  
Bids opened 10 AM, Local Time, February 21<sup>st</sup>, 2017  
330 Second Avenue South - Suite 552  
Minneapolis, MN 55401**

The City of Minneapolis reserves the right to waive informalities in bids, to accept or reject any or all bids or any part of any bid. Bids must be typewritten, or printed in ink, and signed in ink in handwriting.

**TWO complete bid form** responses, including attachments, are to be returned, one of which **must** be an original.

BIDS CONTAINING ANY ALTERATION OR ERASURE WILL BE REJECTED UNLESS ALTERATION OR ERASURE IS CROSSED OUT AND CORRECTION PRINTED IN INK OR TYPEWRITTEN AND INITIALED IN INK BESIDE CORRECTION BY THE PERSON SIGNING THE BID.

**Automatic Bid/RFP Notification:**

Visit the Purchasing website at - [http://www.minneapolismn.gov/business/business\\_doing\\_business\\_with\\_city](http://www.minneapolismn.gov/business/business_doing_business_with_city) to sign up for e-mail updates and to view Formal Bids, Informal Bids and RFPs

**Taxes:**

Effective January 1, 2014, State of Minnesota requires vendors to obtain an ST-3 exemption certificate to substantiate a full (State & Local) sales tax exemption on sales to Minnesota cities, counties, and townships. This form can be found on the City of Minneapolis website at <http://www.ci.minneapolis.mn.us/finance/procurement>.

## **Instructions to Bidders**

**IF** the Call for Bids, indicates a bid deposit is required, the bid deposit should be in the form of a certified check, cashiers check or bidder's corporate surety bond. If certified check or cashier check is used, it shall be made payable to the Party named in the Call for Bids. Said bid deposit shall be retained by the City of Minneapolis or Board as liquidated damages and not a penalty, in the event the bid is selected by the City of Minneapolis or Board and the bidder fails to execute a contract, therefore, and upon request of the City of Minneapolis or Board, a performance bond and payment bond, as may be required by the City of Minneapolis subsequent to award of contract.

By submitting a bid, bidder agrees that said liquidated damages shall cover only the damages sustained by the City of Minneapolis or Board, from additional administrative costs, expenses or re-advertising and re-bidding and other damages sustained by the City of Minneapolis or Board as a result of failure of successful bidder to execute a written contract, and a performance bond and payment bond when so required, but shall not cover nor preclude the City of Minneapolis or Board from claiming damages on account of delay, price change, loss of other contracts, loss of income, inability of City of Minneapolis or Board to fulfill other contracts, loss of other benefits of this contract, or damages, direct or consequential arising out of breach of contract by the successful bidder.

Whenever separately numbered categories as to materials, equipment or services are set forth in the specifications and in the bid form, unless specifications or bid form is qualified by the statement "ALL OR NONE", bidder may submit a bid upon each, or all, or any selected number of categories, and in such case separate category shall be considered as a separate bid letting procedure, and the City of Minneapolis shall have the right to make separate awards to the lowest and best bidder in any particular category, or to the overall lowest and best bidder where it is found to be in the best interest of the City.

Bidder is responsible to ensure they are in receipt of all addenda. Contact the buyer if questions.

The City of Minneapolis is subject to Minnesota Sales and Use Tax for taxable items in accordance with the Minnesota Department of Revenue.

If a lump sum bid for materials and/or equipment includes labor and all incidentals, the bidder is responsible for all applicable sales tax on taxable items required in the performance of the bid and should be included in the total amount bid.

## **Specification Information**

Unless qualified by the provision "NO SUBSTITUTE", the use of the name of a manufacturer brand and/or catalog description in specifying any item does not restrict bidders to that manufacturer, brand or catalog description identification. This is used simply to indicate the character, quality, and/or performance equivalence of the commodity desired, but the commodity on which bids are submitted must be of such character, quality, and/or equivalence that it will serve the purpose for which it is to be used equally well as that specified, and be acceptable to the using department.

In submitting a bid on a commodity other than specified, bidder shall furnish complete data and identification with respect to the commodity he proposes to furnish. Consideration will be given to bids submitted on commodities to the extent that such action is deemed to serve the best interest of the department or boards of the City of Minneapolis.

If a Bidder does not indicate that the commodity he proposes to furnish is other than specified, it will be construed to mean that the bidder proposes to furnish the exact commodity as described.

# **Bids – City General Requirements**

(Revised: May 2016)

The General Conditions are terms and conditions that the City expects all of its Contractors to meet. By submitting a bid, the bidder agrees to be bound by these requirements.

## **1 City's Rights**

The City reserves the right to reject any or all Bids or parts of Bids, to accept part or all of Bids on the basis of considerations other than lowest cost, and to create a project of lesser or greater expense and reimbursement than described in the Call for Bid, or the respondent's reply based on the component prices submitted.

## **2 Equal Opportunity and Non-Discrimination**

The Contractor will comply with applicable provisions of applicable federal, state and city regulations, statutes and ordinances pertaining to the civil rights and non-discrimination in the its application process for and hiring of employees, sub-contractors and suppliers. Among the city ordinances, state statutes and federal statutes to which the Contractor shall be subject to and comply with under the terms of this Contract include, without limitation: Minneapolis Code of Ordinances, Chapter 139; Minnesota Statutes, Section 181.59 and Chapter 363A; 42 U.S.C. Section 2000e, et. seq. (Title VII of the Civil Rights Act of 1964), 29 U.S.C. Sections 621-624 (the Age Discrimination Employment Act), 42 U.S.C. Sections 12101-12213 (Americans with Disabilities Act or ADA), 29 U.S.C. Section 206(d) (the Equal Pay Act), 8 U.S.C. Section 1324 (Immigration Reform and Control Act of 1986) and all regulations and policies and orders promulgated to enforce these laws. The Contractor shall have submitted and had an "affirmative action plan" approved by the City prior to entering into the Contract.

## **3 Insurance**

Insurance secured by the Contractor shall be issued by insurance companies acceptable to the City and admitted in Minnesota. The insurance specified may be in a policy or policies of insurance, primary or excess. Such insurance shall be in force on the date of execution of the Contract and shall remain continuously in force for the duration of the Contract.

Acceptance of the insurance by the City shall not relieve, limit or decrease the liability of the Contractor. Any policy deductibles or retention shall be the responsibility of the Contractor. The Contractor shall control any special or unusual hazards and be responsible for any damages that result from those hazards. The City does not represent that the insurance requirements are sufficient to protect the Contractor's interest or provide adequate coverage. The City of Minneapolis shall be named as an Additional Insured. Evidence of coverage is to be provided on a Certificate of Insurance ACORD Form. A thirty (30) day written notice is required if the policy is canceled, not renewed or materially changed. The Contractor shall require any of its subcontractors, if sub-contracting is allowable under this Contract, to comply with these provisions.

**Any Contractor that fails to provide proof of insurance coverage for the Contractor or that fails to provide either coverage for its subcontractors or insurance certificates from any of its subcontractors will be deemed to have submitted a non-responsive bid. The City's award of the Contract will be contingent upon the City's receipt of the required proof of insurance coverage.**

The Contractor and its sub-contractors shall secure and maintain the following insurance:

- a) **Workers Compensation** insurance that meets the Minnesota statutory obligations with Coverage B- Employers Liability limits of at least \$100,000 each accident, \$500,000 disease - policy limit and \$100,000 disease each employee.
- b) **Commercial General Liability** insurance with limits of at least \$2,000,000 general aggregate, with coverage for products - completed operations, personal and advertising injury, fire damage and medical expense any one person. The policy shall be on an "occurrence" basis, shall include contractual liability coverage and the City shall be named an "Additional Insured." The coverage amount may be increased if the project amount is expected to exceed \$2,000,000 or involves potentially high risk activity.
- c) **Commercial Automobile Liability** insurance covering all owned, non-owned and hired automobiles with limits of at least \$1,000,000 per accident and the City shall be named an "Additional Insured."
- d) **Builders Risk** insurance. Coverage will be written on an "All Risks" (Special Form policy form). The contractor is responsible for all of the deductible in the Builders Risk policy. The property covered shall cover the full insurable value of the improvements, betterments, and include consequential loss insurance. The City of Minneapolis will be named as a loss payee to protect the City's interests with respect to the repair or replacement of any damaged property or other amounts payable under the policy. A builder's risk insurance policy is written specifically for a project and the City of Minneapolis requires a complete copy of the policy. An Installation Floater policy (equipment), may be required as part of the builders risk policy when equipment is being installed by a contractor.

#### **4 Hold Harmless**

The Contractor agrees to defend, indemnify and hold harmless the City, its officers and employees, from any liabilities, claims, damages, costs, judgments, and expenses, including reasonable attorney's fees, attributable to the negligent or otherwise wrongful acts or omissions of the Contractor, its employees, its agents, or employees of subcontractors, in the performance of the work or services provided by or through this Contract or by reason of the failure of the Contractor to fully perform, in any respect, any of its obligations under this Contract.

#### **5 Subcontracting**

The Contractor shall provide written notice to the City and obtain the City's authorization to subcontract any work or services to be provided to the City pursuant to this Contract. The Contractor shall not subcontract any services or work under this Contract without prior written approval of the City Department Contract Manager designated herein. As required by Minnesota Statutes, Section 471.425, the Contractor shall pay all subcontractors for subcontractor's undisputed, completed work, within ten (10) days after the Contractor has received payment from the City.

**6 Assignment or Transfer of Interest**

The Contractor shall not assign any interest in the Contract, and shall not transfer any interest in the same either by assignment or novation without the prior written approval of the City.

**7 General Compliance**

The Contractor agrees to comply with all applicable Federal, State and local laws and regulations affecting the Contract or governing funds provided under the Contract.

**8 Performance Monitoring**

The City will monitor the performance of the Contractor against goals and performance standards required herein. Substandard performance as determined by the City will constitute non-compliance with this Contract. If action to correct such substandard performance is not taken by the Contractor within a reasonable period of time to cure such substandard performance, after being notified by the City, Contract termination procedures will be initiated. All work submitted by Contractor shall be subject to the approval and acceptance by the City Department Contract Manager designated herein. The City Department Contract Manager designated herein shall review each portion of the work when certified as complete and submitted by the Contractor and shall inform the Contractor of any apparent deficiencies, defects, or incomplete work, at any stage of the project.

**9 Prior Uncured Defaults**

Pursuant to City Code of Ordinances, Section 18.115, the City may not contract with persons or entities that have defaulted under a previous contract or agreement with the City and have failed to cure the default.

**10 Independent Contractor**

Nothing contained in this Contract is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Contractor shall at all times remain an independent contractor with respect to the work and/or services to be performed under this Contract. Any and all employees of Contractor or other persons engaged in the performance of any work or services required by Contractor under this Contract shall be considered employees or sub-contractors of the Contractor only and not of the City; and any and all claims that might arise, including Worker's Compensation claims under the Worker's Compensation Act of the State of Minnesota or any other state, on behalf of said employees or other persons while so engaged in any of the work or services to be rendered or provided herein, shall be the sole obligation and responsibility of the Contractor.

**11 Accounting Standards**

The Contractor agrees to maintain the necessary source documentation and enforce sufficient internal controls as dictated by generally accepted accounting practices (GAAP) to properly account for expenses incurred under this Contract.

**12 Retention of Records**

The Contractor shall retain all records pertinent to expenditures incurred under this Contract in a legible form for a period of six years after the resolution of all audit findings. Records for non-expendable property acquired with funds under this Contract shall be retained for six years after final disposition of such property.

### **13 Data Practices**

The Contractor agrees to comply with the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13) and all other applicable state and federal laws relating to data privacy or confidentiality. The Contractor and any of the sub-contractors and suppliers retained by the Contractor to provide work or services under this Contract shall comply with the Act and be subject to penalties for non-compliance as though they were a “government entity.”

The Contractor must immediately report to the City any requests from third parties for information relating to this Contract. The City agrees to promptly respond to inquiries from the Contractor concerning data requests. The Contractor agrees to hold the City, its officers, and employees harmless from any claims resulting from the Contractor’s unlawful disclosure or use of data protected under state and federal laws.

All Bids shall be treated as non-public information until the Bids are opened for review by the City. At that time, the names of the responders become public data. All other data is private or non-public until the City has completed negotiating the Contract with the selected Contractor. At that time, the Bids and their contents become public data under the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 and as such are open for public review.

### **14 Inspection of Records**

Pursuant to Minnesota Statutes, Section 16C.05, all Contractor records with respect to any matters covered by this Contract shall be made available to the City and the State of Minnesota, Office of State Auditor or their designees, upon notice, at any time during normal business hours, as often as the City deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Contractor will comply with all State and local audit requirements.

### **15 Living Wage Ordinance**

The Contractor may be required to comply with the “Minneapolis Living Wage and Responsible Public Spending Ordinance” Chapter 38 of the City’s Code of Ordinances (the “Ordinance”) ([http://www.minneapolis.gov/www/groups/public/@finance/documents/webcontent/convert\\_255695.pdf](http://www.minneapolis.gov/www/groups/public/@finance/documents/webcontent/convert_255695.pdf)). Unless otherwise exempt from the ordinance as provided in Section 38.40 (c), any City contract for services valued at \$100,000 or more or any City financial assistance or subsidy valued at \$100,000 or more will be subject to the Ordinance’s requirement that the Contractor and its sub-contractors pay their employees a “living wage” as defined and provided for in the Ordinance.

### **16 Applicable Law**

The laws of the State of Minnesota shall govern all interpretations of this Contract, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in those courts located within the County of Hennepin, State of Minnesota, regardless of the place of business, residence or incorporation of the Contractor.

## **17 Conflict and Priority**

In the event that a conflict is found between provisions in this Contract and the Contractor's Bid, the provisions in the following rank order shall take precedence: 1) Contract including Bid specifications  
2) Bid.

## **18 Travel**

If travel by the Contractor is allowable and approved for this Contract, then Contractor travel expenses shall be reimbursed in accordance with the City's *Contractor Travel Reimbursement Conditions*, available from the City.

## **19 Billboard Advertising**

City Code of Ordinance 544.120, prohibits the use of City and City-derived funds to pay for billboard advertising as a part of a City project or undertaking.

## **20 Conflict of Interest/Code of Ethics**

Pursuant to Section 15.250 of the City's Code of Ordinances, both the City and the Contractor are required to comply with the City's Code of Ethics. Chapter 15 of the Code of Ordinances requires City officials and the Contractor to avoid any situation that may give rise to a "conflict of interest." A "conflict of interest" will arise if Contractor represents any other party or other client whose interests are adverse to the interests of the City.

As it applies to the Contractor, the City's Code of Ethics will also apply to the Contractor in its role as an "interested person" since Contractor has a direct financial interest in this Agreement. The City's Code of Ethics prevents "interested persons" from giving certain gifts to employees and elected officials.

## **21 Termination**

The City may cancel this Contract for any reason without cause upon thirty (30) days written notice. Both the City and the contractor may terminate this Contract if either party fails to fulfill its obligations under the Contract in a proper and timely manner, or otherwise violates the terms of this Contract. The non-defaulting party shall have the right to terminate this Contract, if the default has not been cured after ten (10) days written notice or such other reasonable time period to cure the default, has been provided. If termination shall be without cause, the City shall pay Contractor all compensation earned to the date of termination. If the termination shall be for breach of this Contract by Contractor, the City shall pay Contractor all compensation earned prior to the date of termination minus any damages and costs incurred by the City as a result of the breach. If the Contract is canceled or terminated, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials prepared by the Contractor under this Contract shall, at the option of the City, become the property of the City, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.

Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Contract by the Contractor. The City may, in such event, withhold payments due to the Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined. The rights or remedies provided for herein shall not limit the City, in case of any default by the Contractor, from asserting any other right or remedy allowed by law, equity, or by statute. The Contractor has not waived any rights or defenses in seeking any amounts withheld by the City or any damages due the Contractor.

## **22 Ownership of Materials**

All finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other materials resulting from this Contract shall become the property of the City upon final approval of the final report or upon request by the City at any time before then. The City, at its own risk, may use, extend, or enlarge any document produced under this Contract without the consent, permission of, or further compensation to the Contractor.

## **23 Intellectual Property**

Neither the City nor the Contractor anticipate that any intellectual property rights will be created as a result of this Contract. For the purpose of this Contract, "intellectual property" shall include all inventions, improvements, discoveries, processes, computer programs or similar intangible interests that either the City or Contractor develop as a result of the work or project undertaken which is the subject matter of and during the term of the Contract.

Each party acknowledges and agrees that each party is the sole and exclusive owner of all right, title, and interest in and to its services, products, software, source and object code, specifications, designs, techniques, concepts, improvements, discoveries and inventions including all intellectual property rights thereto, including without limitations any modifications, improvements, or derivative works thereof, created prior to, or independently, during the terms of this Contract. This contract does not affect the ownership of each party's pre-existing, intellectual property. Each party further acknowledges that it acquires no rights under this Contract to the other party's pre-existing intellectual property, other than any limited right explicitly granted in this Contract.

## **24 Equal Benefits Ordinance**

Minneapolis Code of Ordinances, Section 18.200, relating to equal benefits for domestic partners, applies to each contractor and subcontractor with 21 or more employees that enters into a "contract", as defined by the ordinance that exceeds \$100,000. The categories to which the ordinance applies are personal services; the sale or purchase of supplies, materials, equipment or the rental thereof; and the construction, alteration, repair or maintenance of personal property. The categories to which the ordinance does not apply include real property and development contracts.

Please be aware that if a "contract", as defined by the ordinance, initially does not exceed \$100,000, but is later modified so the Contract does exceed \$100,000, the ordinance will then apply to the Contract. A complete text of the ordinance is available at:

[http://www.minneapolismn.gov/www/groups/public/@finance/documents/webcontent/convert\\_261694.pdf](http://www.minneapolismn.gov/www/groups/public/@finance/documents/webcontent/convert_261694.pdf).

It is the Contractor's and subcontractor's responsibility to review and understand the requirements and applicability of this ordinance.

## **25 Cardholder Data and Security Standards**

Should the Contractor collect revenue on behalf of the City through the acceptance of credit cards offered by cardholders to pay for services offered under the terms of this Contract, then Contractor represents and acknowledges that the Contractor will comply with Payment Card Industry (PCI) regulatory standards including the Data Security Standards (DSS). Contractor represents that it will protect cardholder data. Contractor will be annually certified as a PCI compliant service provider and agrees to provide evidence of said certification to the City upon request. Contractor agrees at reasonable times to provide to the City or to its assigns, the audit rights contained herein for all physical locations, systems or networks that process credit cards on behalf of the City. Contractor also agrees to provide written notice to the City of any breach of a system owned, operated or maintained by the Contractor that contains cardholder data or information.

## **26 Small & Underutilized Business Program (SUBP)**

See attached current Small & Underutilized Business Program (SUBP) Requirements incorporated herein by reference.

## **27 City Ownership and Use of Data**

The City has adopted an Open Data Policy ("Policy"). The City owns all "Data Sets" as part of the compliance with the Policy. Data Sets means statistical or factual information: (a) contained in structural data sets; and (b) that is regularly created or maintained by or on behalf of the City or a City department which supports or contributes to the delivery of the project underlying this Contract or related programs and functions. The City shall not only retain ownership of all Data Sets, but also all information created through the City's use of software and/or software applications that are licensed by the Contractor (or any subcontractor of the Contractor) to the City

The City shall also retain the right to publish all data, information and Data Sets independently of this Contract regardless of whether the data and information originated from the Contractor or any subcontractor, using whatever means the City deems appropriate. The City shall have the right to access all project data, regardless of which party created the content and for whatever purpose it was created. The Contractor shall provide bulk extracts of data that satisfy the public release criteria for use in and within an open data solution.

## **28 Responsible Contractor Requirement**

The Contractor represents that it is a "responsible contractor." The term "responsible contractor" as used in this document means a contractor as defined in Minnesota Statutes, Section 16C.285 subdivision 3. Any prime contractor or subcontractor that does not meet the minimum criteria in Section 16C.285 subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the scope of work described in the bid documents. A false statement under oath verifying compliance with any of the minimum criteria shall render the prime contractor or subcontractor that makes the false statement ineligible to be awarded a construction contract for the scope of work defined in the bid documents and may result in the termination of a contract awarded to a prime contractor or subcontractor that submits the false statement. A prime contractor shall submit to the City, upon request, copies of the signed verifications of compliance from all subcontractors of any tier pursuant to Minnesota Statutes, Section 16C.285, subdivision 3, clause (7).

## Notice of Civil Rights Rules and Regulations

This notice advises City of Minneapolis contractors of their commitments under Minneapolis Code of Ordinances section 139.50. All contractors must comply with all provisions of Minneapolis Code of Ordinances Title 7 and with all rules and regulations issued by the Minneapolis Department of Civil Rights (“MDCR”) director. Contractors will be subject to a pre-award compliance review. Failure to cooperate may result in denial of contract award.

1. **Non-Discrimination:**<sup>1</sup> The contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, sexual orientation, gender identity, disability, age (over the age of 25), marital status, or status with regard to public assistance. The contractor will take affirmative action to ensure that all employment practices are free of such discrimination. Such employment practices include but are not limited to the following: Hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
2. **Equal Employment Opportunity/Affirmative Action Employer:** The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that it is an equal opportunity or affirmative action employer.
3. **Affirmative Action Plan:** The contractor must have an Affirmative Action Plan approved by MDCR before it may enter into a contract over \$100,000 with the City.
4. **Small and Underutilized Business Program (SUBP):** When applicable, the contractor must comply with the SUBP program, including, but not limited to, making a good faith effort to meet the Minority-Owned Business Enterprises and Women-Owned Business Enterprises goals established on City construction and development projects.
5. **Employment Goals:**<sup>2</sup> The contractor must make a good faith effort to meet the City’s aspirational construction workforce goals of **6%** female participation and **32%** minority participation.
6. **Prevailing Wage:**<sup>3</sup> When applicable, the contractor must comply with prevailing wage laws on City construction and development projects.
7. **HUD Section 3:**<sup>4</sup> When applicable, the contractor must comply with Section 3 of the Housing and Urban Development Act of 1968, as amended. Contractors must incorporate the Section 3 Clause into all subcontracts and to the greatest extent feasible, ensure that employment and other economic activities be directed to low income persons.
8. **Posting Requirement:** The contractor must provide this notice to its trade and labor union or representative of workers and shall post the notice in conspicuous places available to employees and applicants for employment.

<sup>1</sup> Acts of discrimination are defined in the Minneapolis Code of Ordinances, Chapter 139.

<sup>2</sup> See Request for City Council Committee Action, Adopted March 21, 2012; incorporated into section 139.50 as a rule issued by the MDCR director.

<sup>3</sup> See Minneapolis Code of Ordinances section 24.220, CPED Prevailing Wage Policy (adopted by City Council June 8, 2004), and Davis-Bacon and Related Acts; enforcement authority has been delegated to MDCR.

<sup>4</sup> See 24 CFR Section 135.38; enforcement authority has been delegated to MDCR.

## **Small & Underutilized Business Program (SUBP) Requirements**

It is the policy of the City of Minneapolis to provide equal opportunity to all contractors, and to redress the discrimination in the City's marketplace against minority-owned business enterprises (MBEs) and woman-owned business enterprises (WBEs). The SUBP, as detailed in the Minneapolis Code of Ordinances Section 423.60, applies to any non-construction-related equipment, food, material or any part or combination thereof over \$100,000. Goals may be set on commodity and supply contracts based on projected availability of SUBP firms.

There are no specific goals on this contract. However, should the bidder/proposer find an opportunity to sub-contract or purchase materials with any businesses on this project, you are strongly encouraged to solicit SUBP firms.

For more information on locating certified businesses, please visit <http://mnucp.metc.state.mn.us/> or call the City at 612-673-2112.

## **SECTION 46 61 33**

### **ULTRAFILTRATION MEMBRANE MODULES**

#### **PART 1 - GENERAL**

##### **1.01 DEFINITIONS**

Throughout this section

- A. OWNER is the City of Minneapolis, Department of Public Works, Division of Water Treatment & Distribution Services; and
- B. MEMBRANE SUPPLIER is the successful Bidder(s) to whom contract has been awarded for supply of ultrafiltration membrane modules.

##### **1.02 SUMMARY**

- A. Section includes
  - 1. Ultrafiltration membrane modules to replace modules in existing units in the Owner's Columbia Heights Membrane Plant.
  - 2. Product-specific installation and start-up services by qualified, MEMBRANE SUPPLIER-authorized representative(s)
  - 3. Warranty
- B. Related Sections (when included in bid package):  
The general provisions of the Contract, including General and Supplementary Conditions and provisions for Division 1, General Requirements apply to the work specified in this section.

##### **1.03 REFERENCES**

- A. American Water Works Association
  - 1. B112 - Microfiltration and Ultrafiltration Membrane Systems
- B. American National Standards Institute / National Sanitation Foundation (ANSI/NSF)
  - 1. Standard 61- Drinking Water System Components
  - 2. Standard 419 - Public Drinking Water Equipment Performance - Filtration

##### **1.04 SUBMITTALS**

- A. Bid Submittals
  - 1. Completed bid form
  - 2. Membrane data sheet that specifies the membrane module's nominal pore size and the nominal inside surface area of the filter module.
  - 3. Proof of certification for the proposed module under ANSI/NSF Standard 60 Drinking Water System Components – Health Effects.
  - 4. Proof of certification of the proposed module to achieve 4.3-log or greater Cryptosporidium removal under NSF/ANSI 419: Public Drinking Water Equipment Performance – Filtration.
  - 5. Documentation of Minnesota Department of Health approval of proposed module for use in surface water treatment to achieve 4 -log or higher removal of Cryptosporidium. If no such documentation is available, indicate as such.

6. Documentation of parameters required for direct integrity testing by the City's existing water displacement test equipment and control system including
  - a. Means to calculate the Air to Liquid Conversion Ratio as a function of operating transmembrane pressure for the purposes of calculating log removal based on water displacement test flow result.
  - b. Membrane contact angle for purposes of establishing minimum direct integrity test pressure sufficient for 3 micron test resolution
- B. Informational Submittals
  1. Product Data
    - a. Completed SUPPLEMENT 1 of this Specification, providing a membrane module description in accordance with AWWA Standard B118
    - b. Description of Membrane Preservative: Include quality parameters necessary to determine permitting requirement for disposal to storm or sanitary sewer system (chemical oxygen demand, metals, etc.)
    - c. Written statement verifying that the membrane modules can operate within the feed water quality ranges, backwash and chemically-enhanced backwash conditions indicated in this Section.
  2. Shop Drawings
    - a. Module production drawings showing:
      - 1) Module dimensions, including laying lengths and port sizes
      - 2) Materials of Construction
  3. Flushing and wetting requirements
    - a. Provide detailed description of flushing and wetting requirements for the modules to be put into service, including flushing water quality, flux rates and flow direction.
  4. Written description of the procedures, tools, and instruments necessary to locate and repair membrane fibers or multi-bores.
  5. Third-party documentation of virus removal by membrane module proposed. If no such documentation is available, indicate as such.
  6. Reference Plants: Provide contact information for up to (3) reference plants using the proposed membrane module. Indicate plant capacity, industry/application, date in service, and number of modules provided.
  7. Qualification Statement: Furnish qualification statement/resume for approval by Owner of Representative(s) performing installation, startup and inspection services on behalf of the MEMBRANE SUPPLIER.
  8. Factory Test (Manufacturer Standard Quality Control) Reports as described in Section 2.02
- C. Action Submittals
  1. Field Quality Control -- Submit signed copy of Start-up Report certifying the membrane modules have been installed to the satisfaction of the MEMBRANE SUPPLIER, and date modules were put into service

### **1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Bid price shall include freight charges to OWNER of Minneapolis Public Works – Water Treatment and Distribution Services, 4500 Reservoir Boulevard, Minneapolis, MN 55421.
- B. Delivery shall be made only with a minimum of two (2) business days advance notice to the OWNER's Project Representative.
  1. Notice shall include name of the shipping company and anticipated time of arrival.

2. Deliveries may only be arranged for weekdays, excluding OWNER-observed holidays, between the hours of 8:00 AM and 3:00 PM.
  3. Delivery drivers will be required to present valid government-issued identification when arriving at the water plant site.
- C. OWNER will have personnel and equipment to assist with offloading equipment from the delivery vehicle, provided the shipping company or the MEMBRANE SUPPLIER coordinate with the OWNER by clearly indicating what personnel / type of equipment will be needed.
- D. OWNER's Representative will inspect all materials upon delivery for identifiable damage, and will advise the MEMBRANE SUPPLIER in writing of any observed damage, which shall be promptly corrected by the MEMBRANE SUPPLIER.

## 1.06 WARRANTY

- A. The MEMBRANE SUPPLIER shall warrant all products furnished under this specification to be free from defects in materials, workmanship, and performance and will conform to specification in:
1. materials
  2. workmanship
  3. turbidity performance
  4. microbial removal
  5. membrane integrity
    - a. A membrane module shall be considered defective if more than 0.15% of the membrane fibers or lumens are defective or require repair.
  6. Lack of irreversible flux defects
    - a. The clean operating permeability is defined as the average of three consecutive days' maximum daily 10-minute permeability logged for a unit.
    - b. If, for the unit housing the replacement membrane modules, the Clean Operating Permeability declines below the Clean Design Permeability and remains low for 7 consecutive days, then there shall be considered to have an irreversible flux defect. See Part 2.01.B.4 of this Section for the definition of Clean Design Permeability.
- B. Membrane Module Warranty for these demonstration membrane modules shall be 120 months. The Membrane Module Warranty period shall consist of two parts, a full replacement warranty period and a pro-rata warranty period.
1. The full replacement warranty period shall last for a period of 12 months after the modules are put into service on the date documented in the Start-Up Report submittal.
  2. The pro-rata warranty period shall commence with the end of the full replacement period and last until the end of the 120-month period.
- C. Membrane Module Replacement Price
1. The MEMBRANE SUPPLIER shall be the MODULE UNIT PRICE as bid.
    - (1) Membrane modules have been and will be provided to the OWNER at prices not to exceed the prevailing market price.
    - (2) During the full replacement warranty period, the MEMBRANE SUPPLIER will provide replacement modules at no cost to the OWNER.

- (3) During the pro-rata warranty period, the Module Unit Price as bid is subject to a CPI adjustment. The CPI adjustment is the most recent Month CPI Index divided by the CPI index for January 2017. The CPI is defined as the Consumer Price Index (CPI) for All Urban Consumers, U.S. OWNER average, not seasonally-adjusted as published by the US Department of Labor, Bureau of Labor Statistics. The module price during the Pro Rata Warranty period shall be calculated as follows:

$$\text{Pro Rata Price} = \text{Module Unit Bid Price (\$)} \times \frac{\text{Number of months in service}}{120 \text{ months}} \times \frac{\text{CPI}_{\text{Month of Replacement}}}{\text{CPI}_{\text{January 2017}}}$$

- D. Membrane modules purchased by the OWNER or otherwise provided under the Agreement or as a future membrane replacement shall be provided with the same warranty.
- E. The OWNER shall immediately contact the MEMBRANE SUPPLIER upon initial receipt of any modules not shipped under proper conditions or exhibiting failed packaging. Examples of failed packaging include broken vacuum seals on external packaging, leaking preservative solution, or visual observation of mold or biological growth. MEMBRANE SUPPLIER shall provide direction and documentation of such modules' suitability for use and provide for full warranty coverage of such modules.
- F. MEMBRANE SUPPLIER shall maintain an inventory of five (5) replacement modules at a location enabling receipt at OWNER's facility within five (5) business days of notification that replacement is required.

## PART 2 - PRODUCTS

### 2.01 MEMBRANE MODULES

#### A. Description

1. Ultrafiltration membrane modules suitable for use in OWNER's existing Columbia Heights Membrane Plant.
  - a. OWNER's intent is to procure modules for one unit. The existing plant has 40 membrane units, each with one hundred (100) membrane modules.
    - 1) The current modules in use are the X-Flow 8" XIGA 0.8mm UFCLE [CAPFIL SXL-225 FSFC PVC 0.8MM UFCLE ].
    - 2) The existing pressure vessel/housings are ProTec PRO 8N-75-SP (75 psi rated, side port).
2. Modules shall be ANSI/NSF 61 certified.
3. Modules shall be ANSI/NSF 419 certified for greater than 4.3-log removal of *Cryptosporidium parvum*

#### B. Performance

1. Filtered Water Quality Treatment Requirements:
  - a. Maximum filtered water turbidity (NTU) = 0.10 NTU
  - b. Maximum filtered water turbidity 95% of time = 0.08 NTU
2. Membrane Microbiological Removal Efficiency:
 

a. Minimum Giardia removal	99.995%
b. Minimum Cryptosporidium Removal	99.995%
c. Desired Virus (MS-2 bacteriophage) Removal	≥ 99.99%

3. The unit housing the MEMBRANE SUPPLIER’s modules provided under this bid shall be operated in-line with the rest of the plant. At the OWNER’s discretion the unit may be placed into primary production (base loaded) to evaluate module performance. All unit operations shall be controlled by the plant’s existing supervisory control and data acquisition system
  
4. Membrane unit housing the membrane modules shall be able to produce a gross instantaneous filtration rate as shown in the following table with an average daily operating transmembrane pressure of 10 psi (pounds per square inch) or less:

Temperature (deg. C)	Unit Instantaneous Filtration Rate, Million Gallons per Day (MGD)
≤ 1	1.423
2	1.467
3	1.513
4	1.561
5	1.609
6	1.660
7	1.712
8	1.765
9	1.819
10	1.875
11	1.932
12	1.991
13	2.050
14	2.110
15	2.171
16	2.233
17	2.295
18	2.357
19	2.419
≥ 20	2.470

The Clean Design Permeability for the purposes of determining an irreversible flux defect is defined as the permeability necessary to produce an instantaneous (gross) filtration rate per unit as shown in the above table with an average daily operating transmembrane pressure at or below 10 psi.

5. Operating Conditions

- a. Operating conditions in which the membrane modules will perform at the existing Columbia Heights Membrane Plant are described as follows:

EXISTING CHMP PLANT CONFIGURATION	
Number of units: - On line - Standby - Redundant/Out of service	40 units available, Number on-line dependent upon production needs
Instantaneous gross production per unit at $\geq 20^{\circ}\text{C}$	2.470 MGD
Instantaneous gross production per unit at $1^{\circ}\text{C}$	1.423 MGD
Daily feed water flow per unit, maximum	2.230 MGal
Daily backwash waste flow per unit, maximum	201,667 gal
Daily other waste flow per unit, maximum	15,000 gal
Feed Water Temperature: - Maximum - Annual average temperature - Minimum	30 $^{\circ}\text{C}$ 11 $^{\circ}\text{C}$ 0.5 $^{\circ}\text{C}$
Recovery	88% at $\geq 20^{\circ}\text{C}$ , $\geq 80\%$ at all temperatures
DESCRIPTION OF EACH UNIT (TRAIN)	
Number of modules	<b>100</b>
Arrangements	Encased, 4 modules in 25 pressure vessels. Feed flow for all four modules interconnected. Solid connector between module positions 2 & 3 divides filtrate-side of unit into two halves. Pressure vessels arranged in 4 columns $\times$ 6 rows + 1 top pressure vessel.
Filtration type (dead-end or cross-flow)	Dead End
Filtrate flow during filtration cycle	980 to 1717 gpm depending upon feed water temperature
Backwash (BW) - Type (air, water, forward flush, etc) - Frequency - Overall Duration - Filtrate consumed per BW	Water-only backwash, 4500 gpm Every 42,906 gallons of filtration. (Every 25 – 44 minutes as a function of temperature-adjusted flux.)  45-second water-only duration and 3700 gal per backwash (approx.)  Backwash TMP $\leq$ 43 psi
Chemically-enhanced backwash, CEB1, - Chemical(s) - Concentration(s) - Frequency	Sodium Hypochlorite 175 mg/L Every 30 – 36 backwashes (Approximately

- Overall Duration	once per day) Procedure: Initial flush, chemical wash-in, ≤15-minute soak, Rinse out
Chemically-enhanced backwash, CEB2, - Chemicals - Concentration(s) - Frequency - Overall Duration () - Filtrate consumed per CEB-2 - Waste generated per CEB-2	Sodium Bisulfite (450 mg/L) <u>and</u> Hydrochloric Acid (560 ppm, to pH < 2) Every 3 – 6 CEB1 (Approximately every 4 – 5 days) Procedure: Initial flush, chemical wash-in, ≤ 20-minute soak, Rinse out
Direct Integrity Test (WATER DISPLACEMENT TEST) - Pressure - Frequency - Overall Duration - Resolution - Sensitivity - Baseline decay (psi/min) or diffusive flow (gpm) at LRV Air to Liquid Conversion Ratio (ALCR)	12 – 15 psi Once per calendar day in production 15 minutes 3 μm 4.0 LRV (per MEMBRANE SUPPLIER)  (per MEMBRANE SUPPLIER)
CIP	Extended chemically-enhanced backwashes utilizing CEB chemicals at higher concentrations and longer soak times may be manually initiated. MEMBRANE SUPPLIER shall include maximum concentrations and soak durations in their membrane description.
If cross-flow, describe conditions, including flow rate	None – dead end only
Air requirements:	None

6. Feed Water Quality

a. The expected feed water quality envelope is as described in the following table:

Parameter	Average	Max.	Min.
Total Alkalinity (mg/l)	40	120	20
Total Hardness (mg/l)	75	160	45
UV <sub>254</sub> (cm <sup>-1</sup> )	0.090	0.22	0.04
TOC (mg/l)	5.4	13.5	2.9
DOC (mg/L)	5.0	9.8	2.8
pH	7.6	9.5	6.5
Turbidity (NTU)	2.7	10	1
Total Chlorine (mg/L) (Monochloramine)	3.8	4.2	2.0

- b. The above data describe the historical feed water quality range, future pre-treatment performance may vary.
- c. Upstream chemical additives in the pre-treatment process include powdered activated carbon and potassium permanganate. The modules shall be compatible with inadvertent low-level carry-over of these additives.

## **2.02 SOURCE QUALITY CONTROL**

### **A. Tests**

- 1. Prior to shipment, MEMBRANE SUPPLIER shall provide Factory Test (Manufacturer Standard Quality Control) Reports containing:
  - a. Unique serial numbers identifying each membrane module.
  - b. Certification of wet testing for each membrane module conducted at the manufacturer's facilities. The MEMBRANE SUPPLIER shall certify that each membrane module has passed the quality assurance/quality control tests for membrane module integrity. Acceptable quality assurance and quality control tests include bubble point or pressure hold tests above the minimum value recommended by the MEMBRANE SUPPLIER.

## **PART 3 - EXECUTION**

### **3.01 EXAMINATION**

#### **A. Verification of Conditions**

- 1. Prior to installation, MEMBRANE SUPPLIER's Representative shall verify with Owner:
  - a. The existing hydraulic conditions and existing pipe / fittings including end caps, interconnectors, and o-rings.

### **3.02 FIELD QUALITY CONTROL**

#### **A. MEMBRANE SUPPLIER Services**

- 1. The MEMBRANE SUPPLIER shall furnish an on-site representative to furnish all installation oversight and start-up assistance necessary to load the modules into units at the Owner's facility, flush and properly wet the modules, and put into operation. The Representative shall be fully authorized to act on behalf of the MEMBRANE SUPPLIER.

### **3.03 INSTALLATION**

- A. OWNER personnel will install the membrane modules under the supervision of the MEMBRANE SUPPLIER's Representative.
- B. OWNER's existing, available supply of o-rings and interconnectors shall be used. O-rings are 35.0mm x 4.0mm, 70 Durometer FDA Grade NSF 61 Certified EPDM Rubber.
- C. Membrane modules shall be flushed and wetted in accordance with MEMBRANE SUPPLIER'S procedures within the capabilities of the existing plant controls.

### **3.04 SYSTEM STARTUP AND ADJUSTING**

- A. Upon completion of module installation the membrane unit will be manually operated via the existing Supervisory Control and Data Acquisition (SCADA) system and undergo all operating conditions (filtration, backwash, CEB, membrane integrity test, filling, etc.). MEMBRANE SUPPLIER'S Representative shall be present and observe all conditions and troubleshoot any control issues in cooperation with OWNER.

- B. Upon satisfactory performance of manual operations, the unit will be put into Automatic operation in which the operating states are coordinated with other, existing units in the train.
- C. Upon satisfactory performance in automatic operation, the Representative shall prepare and submit a Start-up Report certifying the membrane modules have been installed to the satisfaction of the MEMBRANE SUPPLIER and documentation of the date modules were put into service.

#### **PART 4 - EVALUATION OF BIDS**

The City intends to award Purchase Orders to reasonable, responsive bids with the intent of demonstrating replacement membrane module performance in three units at the existing Columbia Heights Membrane Filtration Plant (CHMP).

Information learned during the demonstration will inform the technical specification and procurement requirements and conditions for replacement of modules for remaining units at CHMP.

All bona fide bids will receive due consideration, but the Minneapolis Division of Water Treatment & Distribution Services reserves the right to reject part or all of any or all bids and to award to multiple vendors.

#### **PART 5 - SCHEDULE REQUIREMENTS**

##### **5.01 SUBMITTALS**

- A. The successful Bidder(s) shall submit informational Submittals described in this Section within five (5) weeks of award.
- B. MEMBRANE SUPPLIER shall submit Start-up Report within one (1) week of unit start-up.

##### **5.02 DELIVERY**

- A. Modules shall be delivered no later than eight (8) weeks from notification of award.

#### **PART 6 - PAYMENT**

- A. Upon receipt, inspection and acceptance of all equipment specified herein, and invoice therefor, OWNER shall pay eighty-five (85) percent of the total price of the modules, as indicated on the bid form.
- B. Upon completion of start-up and inspection services and approval of written reports thereof, the OWNER shall pay, when invoiced, the remaining fifteen (15) percent of the total price of the modules provided that final payment shall be made no later than six (6) months after initial payment.

**END SECTION**

**SECTION 46 61 33**

**SUPPLEMENT 1 – MEMBRANE MODULE DESCRIPTION**

At the time of bid, MEMBRANE SUPPLIER shall submit the following information for the module proposed in accordance with AWWA Standard B114.

<b>Table B1. MF/UF system(s)</b>		
Description	Units of Measurement	Data
	American Units	
Manufacturer	--	
(a) MODULE DESCRIPTION	--	--
Module Model Number	--	
Module Dimensions: - Diameter - Length	inch	
Active Membrane Area, feed-side surface - Per Module - Total System	ft <sup>2</sup>	
Membrane Material (Examples: PES, PS, PVDF, and so on)	--	
Configuration, select one or add description: ceramic, flat plate, hollow fiber, spiral, tubular, or other (add description).	--	
Flow Pattern (inside-out or outside-in)	--	
Geometry (horizontal or vertical)	--	Horizontal
Pressure type (encased or submerged)		Encased
Hydrophobic or hydrophilic?	--	
Membrane charge (neutral, negative, or positive)	--	
Contact angle: - Membrane material - Other potential locations of breaches (e.g., seals) - Contact angle measurement method if value greater than 0 degree	degree degree Describe	
Pore size and/or molecular weight cutoff, nominal	micron Dalton	
Fiber or tube dimensions (if applicable): - inside diameter - outside diameter - active length	inch inch ft	
Number of fibers or tube per module		
Feed channel space or spacer (if applicable): thickness	mil	

<p>Module operating limitations:</p> <ul style="list-style-type: none"> <li>- Pressure range</li> <li>- Temperature range</li> <li>- pH range</li> </ul>	<p>psi °F Std. Units</p>	
<ul style="list-style-type: none"> <li>- Maximum feed turbidity</li> <li>- Chlorine tolerance (&amp; related concentration, temperature, pH conditions)</li> <li>- Other oxidant tolerance (&amp; related conditions)</li> <li>- Other limitations (&amp; related conditions)</li> </ul>	<p>ntu mg/L hr Describe Describe</p>	
<p>Module cleaning limitations:</p> <ul style="list-style-type: none"> <li>- Pressure range</li> <li>- Temperature range</li> <li>- pH range</li> <li>- Maximum feed turbidity</li> <li>- Chlorine tolerance (&amp; related conditions)</li> <li>- Other oxidant tolerance (&amp; related conditions)</li> <li>- Other limitations (&amp; related conditions)</li> </ul>	<p>psi °F Std. Units ntu mg/L &amp; hr Describe Describe</p>	

**END SECTION**

Official Publication No. 8399  
Bids Opened 10 a.m., Local Time  
February 21<sup>st</sup>, 2017

Purchasing Department  
330 Second Avenue South - Suite 552  
Minneapolis, MN 55401

**BID FORM**

My /Our bid to furnish and deliver Replacement Ultrafiltration Membrane Modules for City of Minneapolis, Public Works – Water Treatment & Distribution Services; all in accordance with your specifications. The City of Minneapolis is tax exempt and sales tax should not be included in your bid pricing.

Numbers must be legible or bid may be rejected.

Fill out the table below. For line items in which not submitting a bid, enter “No Bid” in the Total Bid column.

	Item Description	Number of Modules	Price per Module	Total Bid
1.	dizzer® L 0.9 MB 40 PB		\$ /each	\$
2.	X-Flow XIGA 40		\$ /each	\$
3.	Zeeweed ZW700B-8060		\$ /each	\$
4.	Insert model # _____		\$ /each	\$

Manufacturing Facility Location (City, State/Province, Country): \_\_\_\_\_

**The City of Minneapolis reserves the right to issue multiple awards to the low, responsive, responsible bidder meeting all specifications for each line item.**

**Please do not attach modifications to the bid terms and conditions or exceptions to the bidding specifications to your bid response. This may cause your bid to be deemed non-responsive.**

**Delivery requirements:** Module(s) must be received within 8 weeks from notification of award.

**Please return the following documents with your bid:** Completed Bid Form – All items as listed in section 1.04.A in the Specifications

F.O.B.: Destination

Acknowledge Addenda No. \_\_\_\_\_

Official Publication No. 8399  
Bids Opened 10 a.m., Local Time  
February 21<sup>st</sup>, 2017

**Bidder must supply Federal Tax ID No. or Social Security No.** \_\_\_\_\_  
If Social Security Number is provided, this individuals name must be included as Bidder.

Bidder affirms that this bid(s) has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other bidder of materials, supplies, equipment and services described in the invitation to Bid, designed to limit independent bidding or competition.

**TWO complete bid responses** including attachments to be returned, one of which must be an original.

BIDDER \_\_\_\_\_  
CIRCLE ONE (Corporation - Partnership - Individual)

SIGNED BY \_\_\_\_\_  
(Signature) (Printed Name)

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP+4 ZIP CODE \_\_\_\_\_

BUSINESS PHONE (\_\_\_\_\_) \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_  
Bid results will be posted at: <http://www.ci.minneapolis.mn.us/finance/procurement/WCMSP-178311>