

The City of Lompoc is requesting deliveries of Liquid Carbon Dioxide (CO₂). The City's approximate capacity 104,000 lbs to fill two (2) 52,000 lbs capacity tanks. Monthly usage is estimated at 48,240 pounds. The City of Lompoc would like to enter into an agreement with the successful bidder to supply our annual requirements for an initial three-year period with an option to renew for two additional one-year periods.

1. **Material Specification Statement.** A certificate of analysis shall be provided upon request for each load of chemical delivered. Delivered product must conform to AWWA Standards B510-18 and all applicable requirements of NSF/ANSI 60, Drinking Water Treatment Chemicals. Any product not meeting State, Federal and/or AWWA standards or the specifications outlined in this bid request, will be returned at no cost to the City. A quality assurance analysis performed by an independent laboratory, may be run to verify the quality of the chemical product for any given delivery.
2. **Safety Data Sheets.** This bid requires SDS sheets for all products offered. Failure to provide information or other supplemental materials as specified in the RFP or bid will be reason for automatic disqualification. The successful supplier must provide an SDS for product with each delivery.
3. **Safety.** Supplier shall conform to the rules and regulations pertaining to safety established by the California Division of Industrial Safety. Furnished equipment, materials and services shall comply with all OSHA standards and regulations, and all applicable governmental laws and orders. Supplier shall provide proof of compliance, if requested by the City.
4. **Quantity and Delivery.** The quantity indicated is an estimation of our monthly usage. Quantity may be increased or decreased depending on actual need during the contract term; however, no price adjustments will be allowed as a result of a change in the quantity purchased. The City does not guarantee either a minimum or maximum quantity.
5. **Delivery Location.** Water Treatment Plant, 601 East North Avenue Lompoc, CA 93436.
 - a. Deliveries must be made in compliance with Attachment 1, Security Delivery Checklist – Chemicals (page 3) and Attachment A, Indemnity and Insurance Requirements.
 - b. Delivery of chemicals will be consistent with these specifications and all State, Federal and Occupational Safety and Health Act (OSHA) safety regulations. Drivers of all deliveries shall be thoroughly trained and familiar with the related hazards, safety measures, and spill clean-up procedures required for the type of chemical being delivered. Spills and/or leaks at time of delivery, regardless of size, shall be properly and immediately cleaned up by the driver or other personnel of the supplier in accordance with State, Federal and OSHA regulations.
 - c. All costs incidental to delivery and off-loading of chemicals must be included in the bid price. All drivers must have any necessary equipment required for off-loading chemicals.
 - d. Supplier shall provide at the time of delivery, a dated receipt, signed by the driver, identifying product and quantity. Delivery (shipping) tickets must be signed by on-site City personnel at the time of delivery and a copy of the delivery ticket presented to him/her. No delivery can be made when a City representative is not on site.
 - e. **Any deliveries not meeting chemical quality, regulatory, safety or delivery requirements will be returned at no cost to the City and must be re-delivered by the supplier within forty-eight hours of the unacceptable delivery.**

Attachment 1
Security Delivery Checklist - Chemicals
Purchase Order No. _____

Notwithstanding requirements of the bid/proposal/or other solicitation document to which this may be attached, the City of Lompoc from this date forward requires the following chemical security delivery precautions.

1. **Driver Photos on file at the Utility** - The vendors will send to the Utility photos and names of the drivers making the deliveries. Drivers without photos on file may have their deliveries rejected.
2. **Shipment Driver by email** - The utility will be notified of the name of the driver before the truck leaves the terminal.
3. **Shipment Tag Serial Number by email** - The trucks will be sealed with a security tag, and the serial number will be emailed to the utility after the truck has been loaded and is ready for shipping.
4. **Shipment Tanker Number by email** - The tanker number will also be emailed to the utility in order to match the numbers, assuring it is the same tanker that left the terminal.
5. **Manifest Info** - The manifests will contain all the same information along with the serial numbers, and tanker numbers.
6. **Non-Compliant deliveries refused** - Any discrepancies will result in a delay of chemicals being off-loaded until ultimately, discrepancies could result in the loads being refused.

City of Lompoc
 Water Treatment Plant
 601 East North Avenue
 Lompoc, CA 93436
 Bearet Schaar
 Phone (805) 736-1617
 B_Schaar@ci.lompoc.ca.us

Vendor Name _____

Authorized Signature _____

Print Name _____

Date _____

Please complete this form and fax back to Plant before each delivery



INDEMNITY AND INSURANCE REQUIREMENTS ATTACHMENT "A"

DO NO WORK AND DO NOT PROCEED WITH THIS ORDER OR CONTRACT until you have been notified that your insurance certificate and endorsements are acceptable. Maintenance of proper insurance coverage is a material element of the contract. Firms performing services or installations in the City of Lompoc must have a current City of Lompoc Business Tax Number

The City of Lompoc requires that you furnish and maintain current certificates of insurance for the duration and term of that contract within the scope and limits of the Indemnity and Insurance Requirements listed here. The certificates and endorsements are to be signed by a person authorized by the insurers to bind coverage on their behalf.

You must provide a separate endorsement naming the City as an additional insured referencing your name and policy number. Examples of such endorsements are ISO CG 25 04 11 85, ISO CG 25 03 11 85, ISO CG 25 01 11 85. You must secure the following insurance coverage to protect the City from claims brought against the City, its employees, authorized representatives, agents, or third parties.

1. **Worker's Compensation Insurance in an amount not less than \$1,000,000** per occurrence as required by State of California statutes, and employer's liability insurance (including disease coverage). Insurer shall waive all rights of subrogation against the City, its employees, representatives, and agents.

2. **Automobile Liability Insurance** with coverage for any vehicle including those owned, leased, rented, or borrowed. This insurance shall have an endorsement naming the City as Additional Insured and with a standard cross-liability clause or endorsement. The limit amount for this insurance shall be not less than **\$1,000,000** per occurrence combined single limit for bodily injury and property damage.

3. **General Liability Insurance** including premises and operations, products, completed operations, contractual liability, independent contractors, and broad form property damage coverages. This insurance shall be on a commercial insurance, occurrence form with an endorsement naming the City as Additional Insured and with a standard cross-liability clause or endorsement. The limit amount for this insurance shall be **not less than \$2,000,000** per occurrence combined single limit for bodily injury and property damage.

The insurance policies described above shall include the following provisions or have added by endorsement:

1. The **coverages shall be primary**, and no other insurance or self-insurance such as may be utilized by the City shall contribute to a loss under these policies.

2. The policies shall not be canceled or materially altered without **30 days prior written notice** to the City.

The insurers utilized shall conform to the following terms:

1. Insurers shall have at least an **"A-" policyholder's rating and a "VII" financial rating** in accordance with the most current **Best's Key Rating Guide**.

2. Vendor shall furnish the City, within ten (10) calendar days of receiving Notice of Award, or a Request for Insurance letter, and not less than two (2) working days prior to the commencement of the work, with adequate certificates of insurance and with original endorsements affecting coverage as will demonstrate that the provisions and/or requirements of this section have been complied with.

BUSINESS TAX NUMBER: Firms performing services or installations in the City of Lompoc must have a current City of Lompoc Business Tax Number. Please contact the City of Lompoc, City Clerk Office at 875-8242 for information.

Please send insurance certificates to:

City of Lompoc
Purchasing Division
1300 West Laurel Ave
Lompoc, Ca 93436
Fax 805 875-8632



“Registered Bidder Information Sheet”
Request for Quotation No. 3102
Liquid Carbon Dioxide (CO₂)
**** Bid Closing Date: July 10, 2025 at 12:00 P.M.****

To stay informed of any changes or modifications to this bid you must:

- 1. Complete this form (print or type your information).**
- 2. Fax the completed sheet to (805) 875-8600.**
- 3. Circle which method was used to secure bid package.**

Mail

Fax

Internet

(Please type or print)

Company Name	Signature Of Authorized Representative
Address	Name And Title (Please Print)
City, State And Zip Code	Email Address
Phone Number	Web Page
Fax Number	Date