

1332 River Street  
Olean, NY 14760  
Phone: (716) 376-5699/ 376-5627  
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E-Mail: [dwalker@cityofolean.org](mailto:dwalker@cityofolean.org)  
Dale Walker, Senior Operator and Lab Director

**City of Olean Department of Public Works**  
**Water and Sewer Divisions**  
*December 12, 2016*

To whom it may concern,

We are requesting quotes for drinking water and wastewater testing services. A tentative sample schedule is attached with this letter covering the 3-year period of June 2017 through May 2020; this should only be considered an approximation of sample types/volumes/dates and may change. Separate bids for wastewater testing and drinking water testing are requested as they may be awarded to different companies if the City of Olean decides to split the contract.

1. All testing must be done by ELAP approved laboratories.
2. The subcontracted lab shall provide us with all necessary sample containers containing the appropriate preservatives (as per ELAP and EPA requirements.) Extra sample bottles may also be requested for the facilities to have in stock for any situation that may require additional samples.
3. If samples are to be shipped via carrier (FedEx/UPS), this bid shall cover all shipping costs with sending sample coolers to the Water and Wastewater plants along with overnight return shipping. If samples are to be collected by a courier, those costs must also be included in the bid.
4. All QA/QC and other testing parameters as stated by the New York State Dept. of Health (ELAP), the New York State Dept. of Environmental Conservation (DEC), or EPA shall be followed. Samples failing QC may require re-testing at **no cost** to the City of Olean.
5. Reports shall be submitted electronically in the form of a PDF (preferred), MS Word, or MS Excel file to the City of Olean and any other organization that the City of Olean requests such data be sent to.
6. The quote shall list prices for all individual test procedures, not just a lump sum quote. Lump sum quotes without an itemized list will not be accepted. Non-collusion statement must also be signed and attached to quote.
7. These individual quotes must be firm quotes for the 3-year period of June 2017 through May 2020. New quote requests will be sent out in the beginning of 2020.
8. PAYMENTS: The City of Olean will not accept payment requirements of less than 90 days. Payments are processed monthly and may take over 60 days to be received by the contract laboratory.

The deadline for submitting quotes is **Monday, February 6, 2017**. We will make award the contract to the lowest bidder by March 1, 2017. Please feel free to call with any questions.

Thank you for your time,

Dale Walker  
Senior Operator, Olean Water Plant

***The City of Olean is an Equal Opportunity Provider and Employer.***

## **DRINKING WATER TESTING**

**CONTACT:** Dale Walker  
 Senior Water Plant Operator  
 City of Olean Water Plant  
 1332 River Street  
 Olean, NY 14760  
 (716) 376-5699  
[dwalker@cityofolean.org](mailto:dwalker@cityofolean.org)

The undersigned hereby proposes to supply testing services in accordance with NYS drinking water testing requirements and standards, along with those set forth by the City of Olean Water Division, as ordered for the period beginning June 1, 2017 to May 31, 2020, for the following tests at the indicated unit price bid, based on the estimated requirements shown.

<b>TEST</b>	<b><u>ESTIMATED</u> REQUIREMENTS</b>	<b>UNIT BID PRICE PER TEST</b>	<b>TOTAL</b>
TOTAL TRIHALOMETHANES (“TTHM”)	54	\$ _____	\$ _____
HALOACETIC ACIDS (“HAA5”)	54	\$ _____	\$ _____
PRINCIPAL ORGANIC CONTAMINANTS (“POC”) INCLUDING VINYL CHLORIDE AND MTBE	75	\$ _____	\$ _____
TOTAL SODIUM	9	\$ _____	\$ _____
TOTAL NITRATES	9	\$ _____	\$ _____
TOTAL CHROMIUM	18	\$ _____	\$ _____
TOTAL ORGANIC CARBON (“TOC”)	24	\$ _____	\$ _____
METALS – Pb and Cu	30	\$ _____	\$ _____
Specific Organic Compound (SOC)	6	\$ _____	\$ _____
<b>TOTAL BID</b>			<b>\$ _____</b>

All tests are to be listed individually and the total price will be the basis of awarding the contract. These prices include sample bottle delivery and monthly sample pick up at the City of Olean Water Filtration Plant.

The schedule of sampling will be finalized with the winning bidder.

Deadline for bids is **February 6, 2017**

**Submit to City of Olean Water Filtration Plant, 1332 River Street, Olean NY 14760.**

All listed test parameters must have a bid price. Failure to provide a price for an individual test parameter will result in the City of Olean rejecting the bid.

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<b>City of Olean Water Plant Tentative Sample Schedule - Required # of Sets</b>									
	<b>VOC (NYS POC)</b>	<b>Total Chromium</b>	<b>TTHM</b>	<b>HAA5</b>	<b>TOC</b>	<b>SOC</b>	<b>Lead and Copper</b>	<b>Nitrates</b>	<b>Sodium</b>
Jun-2017			4	4	2	3			
Jul-2017	4	1						3	3
Aug-2017			2	2					
Sep-2017	4	1	4	4	2		30		
Oct-2017	<b>No Samples</b>								
Nov-2017	4	1							
Dec-2017			4	4	2				
Jan-2018	5	1							
Feb-2018	<b>No Samples</b>								
Mar-2018	4	1	4	4	2				
Apr-2018	<b>No Samples</b>								
May-2018	4	1							
Jun-2018			4	4	2				
Jul-2018	4	1						3	3
Aug-2018			2	2					
Sep-2018	4	1	4	4	2				
Oct-2018	<b>No Samples</b>								
Nov-2018	4	1							
Dec-2018			4	4	2	3			
Jan-2019	5	1							
Feb-2019	<b>No Samples</b>								
Mar-2019	4	1	4	4	2				
Apr-2019	<b>No Samples</b>								
May-2019	4	1							
Jun-2019			4	4	2				
Jul-2019	4	1						3	3
Aug-2019			2	2					
Sep-2019	4	1	4	4	2				
Oct-2019	<b>No Samples</b>								
Nov-2019	4	1							
Dec-2019			4	4	2				
Jan-2020	5	1							
Feb-2020	<b>No Samples</b>								
Mar-2020	4	1	4	4	2				
Apr-2020	<b>No Samples</b>								
May-2020	4	1							
<b>TOTALS</b>	<b>75</b>	<b>18</b>	<b>54</b>	<b>54</b>	<b>24</b>	<b>6</b>	<b>30</b>	<b>9</b>	<b>9</b>

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## WASTEWATER TESTING

**CONTACT:** Jeremy Meerdink  
Chief Wastewater Plant Operator  
City of Olean Wastewater Treatment Plant  
174 South 19<sup>th</sup> Street  
Olean, NY 14760  
(716) 376-5694  
[jmeerdink@cityofolean.org](mailto:jmeerdink@cityofolean.org)

The undersigned hereby proposes to supply testing services in accordance with NYS wastewater testing requirements and standards, along with those set forth by the City of Olean Wastewater Division, as ordered for the period beginning June 1, 2017 to May 31, 2020, for the following tests at the indicated unit price bid, based on the estimated requirements shown.

<b>TEST</b>	<b><u>ESTIMATED</u> REQUIREMENTS</b>	<b>UNIT BID PRICE PER TEST</b>	<b>EXTENSION</b>
TOTAL ORGANIC CARBON ("TOC")	18	\$ _____	\$ _____
LAB WATER ANALYSIS	3	\$ _____	\$ _____
METALS – Cu, Cr, Zn	72	\$ _____	\$ _____
PRIORITY POLLUTANT SCAN	6	\$ _____	\$ _____
SLUDGE CAKE TCLP	3	\$ _____	\$ _____
 TOTAL BID			 \$ _____

All tests are to be listed individually and the total price will be the basis of awarding the contract. These prices include sample bottle delivery and monthly sample pick up at the City of Olean Wastewater Plant. The schedule of sampling will be finalized with the winning bidder.

Deadline for bids is **February 6, 2017**  
**Submit to City of Olean Water Filtration Plant, 1332 River Street, Olean NY 14760.**

All listed test parameters must have a bid price. Failure to provide a price for an individual test parameter will result in the City of Olean rejecting the bid.

<b>City of Olean Wastewater Plant Tentative Sample Schedule - Required # of Sets</b>					
	<u>Metals - Cu, Cr, Zn</u>	<u>Lab Water Analysis</u>	<u>TOC</u>	<u>Priority Pollutant Scan</u>	<u>Sludge Cake TCLP</u>
Jun-2017	2	1	1		
Jul-2017	2		1		
Aug-2017	2		1		
Sep-2017	2		1		
Oct-2017	2		1	2	
Nov-2017	2				
Dec-2017	2				
Jan-2018	2				1
Feb-2018	2				
Mar-2018	2				
Apr-2018	2				
May-2018	2		1		
Jun-2018	2	1	1		
Jul-2018	2		1		
Aug-2018	2		1		
Sep-2018	2		1		
Oct-2018	2		1	2	
Nov-2018	2				
Dec-2018	2				
Jan-2019	2				1
Feb-2019	2				
Mar-2019	2				
Apr-2019	2				
May-2019	2		1		
Jun-2019	2	1	1		
Jul-2019	2		1		
Aug-2019	2		1		
Sep-2019	2		1		
Oct-2019	2		1	2	
Nov-2019	2				
Dec-2019	2				
Jan-2020	2				1
Feb-2020	2				
Mar-2020	2				
Apr-2020	2				
May-2020	2		1		
<b>TOTALS</b>	<b>72</b>	<b>3</b>	<b>18</b>	<b>6</b>	<b>3</b>

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**BID PROPOSAL FOR CITY OF OLEAN WATER DIVISION  
DRINKING WATER AND WASTEWATER TESTING June 1, 2017 – MAY 31, 2020**

AUTHORIZED SIGNATURE: \_\_\_\_\_

OFFICIAL TITLE \_\_\_\_\_

BIDDER'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

EMPLOYER ID NUMBER: \_\_\_\_\_

DATED: \_\_\_\_\_

## **NON-COLLUSIVE BIDDING CERTIFICATION**

BY SUBMISSION OF THIS BID OR PROPOSAL, THE BIDDER CERTIFIES  
THAT:

- [1] This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor.
- [2] This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project, to any other bidder, competitor or potential competitor.
- [3] No attempt has been or will be made to include any other person, partnership or corporation to submit or not to submit a bid or proposal.
- [4] The person signing this bid or proposal certifies that he fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing in its behalf,

\_\_\_\_\_  
BIDDER

BY: \_\_\_\_\_

DATED: \_\_\_\_\_