

**INVITATION TO BID
PROPOSAL FOR THE PURCHASE OF:**

METHANOL (METHYL ALCOHOL) (99.85% CONCENTRATION)

Sealed bids for the above will be accepted by the Binghamton-Johnson City Joint Sewage Board ("Sewage Board") **until 2:00 p.m. local time on Thursday, August 20th, 2026, at the Binghamton-Johnson City Wastewater Treatment Plant Admin Bldg., 4480 Vestal Road, Vestal, New York 13850.** Bids will be publicly opened and read aloud at that time. All bids are subject to the conditions and terms stated herein. No Bidder may withdraw its Bid within 45 days after the Bid Opening

A bid package, which contains specifications, instructions and bid proposal forms may be reviewed at the Plant Office, 4480 Vestal Road, Vestal, NY, on the Plant website <http://bjcwwtp.org/bidrfp> and/or obtained from the Business Manager (djensen@bjcwwtp.com), to whom all questions regarding this bid opportunity should be directed.

CONTRACT PERIOD: 6, 12 or 18 months, to be determined by the Sewage Board following the opening of bids. Option to renew for successive like time periods WITH NO CHANGES IN TERMS AND/OR CONDITIONS upon mutual agreement between the Sewage Board and the successful bidder.

July 16, 2026

Methanol 99.85% Bid Opportunity

The Sewage Board will accept bid proposals to supply Methanol (ASTM D1152-06 (2012) and/or CAS 67-56-1), for the Plant's Biologically Aerated Filtration and Denitrification process for alternative 6-month, 12-month or 18-month time periods from date of award. Bidders may choose to bid for any or all of the time periods stated above. The Sewage Board reserves the right to reject all bids. The Sewage Board reserves the right to make an award for any stated alternative time-period, at the Sewage Board's sole discretion, if such action is deemed to be in the best interests of the Plant and the Sewage Board. Any bid not in compliance herewith may also be rejected.

Bids shall be submitted and signed on the form provided (or a copy thereof with original signature) and shall have attached a completed non-collusive bid certificate on the form provided (or a copy thereof with original signature). Failure to sign either the proposal sheet or the non-collusive bid certificate may result in **REJECTION**. **The name and phone number of the contact person for ordering shipments shall also be submitted with the bid proposal on a separate sheet.** Bids must be accompanied by a **CERTIFIED CHECK OR BID BOND** payable to the order of the "Binghamton-Johnson City Joint Sewage Board" **in the sum of not less than FIVE PERCENT (5%) of the total amount of the largest of the bid alternative proposal[s] submitted.** All bonds and signatures on bonds must be notarized and in a form acceptable to the Sewage Board's Co-Counsel. The bid deposit or bond will be held without interest by the Sewage Board as a guaranty that the party or parties whose bid is accepted will enter into a contract with the Sewage Board to the satisfaction of Sewage Board Co-Counsel. Upon execution of such contract, the bid deposit or bond of the party or parties whose bid is accepted will be returned. Upon award of a contract to one or more bidders, the bid deposit or bond of the party or parties whose bid(s) is not accepted will be returned, but in no event will the bid deposit or bid bonds of such bidders be kept for more than 45 days from the bid-opening date.

Bids must be submitted in sealed envelopes to the Binghamton-Johnson City Joint Sewage Treatment Plant Admin Bldg., 4480 Vestal Road, Vestal, New York 13850, and must be plainly marked **"Methanol Bid"** on the outside of the envelope. Neither the Sewage Board nor the Plant shall bear any responsibility for delays in receipt of any bid. Neither the Sewage Board nor the Plant will be responsible in any manner for verbal answers to any inquiries regarding the meaning of the specifications which may be given prior to the awarding of the contract.

Sealed bid proposals shall be received **until 2:00 pm local time on Thursday, August 20, 2026** in accordance with this bid invitation as well as the attached specifications and requirements. Bids will be publicly opened and read aloud at that time. Bid proposals received shall be non-revocable for 45 days from the bid-opening date. The Sewage Board will regard all proposals received as an agreement by the bidder to conform to all items of this proposal and the technical specifications unless specific exemptions are deemed to be in the best interests of the Plant. Award of this contract will be made to the lowest responsible bidder whose proposal complies with all the provisions required to render it formal and legally binding.

By submitting its bid proposal, a bidder represents that it is in compliance with the *Immigration and Nationality Act*, 8 U.S.C. §1324A, *et. seq.*, and that it will remain so throughout the term of the contract. In addition, any subcontractor hired by the supplier shall be required to represent that it is in compliance with the *Immigration and Nationality Act*, 8 U.S.C. §1324A,

et. seq. Any violation of this representation shall constitute a breach of the contract, and the Sewage Board may terminate the contract in accordance with the default provisions herein.

The Plant will have a relatively steady demand for Methanol, of about 600 to 900 gallons per day, 7 days per week. Actual volume may vary. The Board estimates that the Supplier will be required to deliver and unload one tanker-load of approximately 7,000 gallons Methanol every 5 to 8 days to the Plant at 4480 Vestal Road, Vestal, New York 13850. The Supplier must understand that this is an estimate only, and no guaranty of the actual quantity to be purchased is made. The quantity and frequency of the orders may vary.

The Plant requires Methanol for denitrification its Biologically Aerated Filtration ("BAF") and Denitrification process. To avoid a shutdown of the Plant's BAF process the Supplier shall ensure that there is a continuous supply of Methanol available for delivery to meet the Plant's needs during the entire period of the contract.

Orders will be placed verbally by telephone or e-mail and should be confirmed by the vendor via e-mail. The Methanol ordered is to be delivered to the Plant within two (2) Plant Office business days (M-F), excluding Plant holidays, of the order placement. Once an order is placed, the Supplier shall, within one (1) business day, provide to the Plant Office by e-mail a statement of the origin of the Methanol and the estimated time for the delivery to the Plant. The Plant is obligated to notify the local fire department of the delivery time 24 hours in advance.

Commented [AP1]: What does this mean? Suppliers should know what to expect.

Commented [C2R1]: Revised for who's e-mail

Trucks, tank trailers, and drivers used to make deliveries shall meet all DOT specifications, standards and regulations. The successful bidder shall be responsible for providing trucks and equipment which are adequate and appropriate to safely accomplish delivery and unloading of the product to the tank filling station at the Plant. The Plant will not provide equipment needed to successfully accomplish delivery or unloading. Bidders are encouraged to visit the plant before bidding to confirm equipment needs necessary and appropriate for delivery and unloading, access, hose length requirements, truck pump placement, and transfer ports are compatible with their vehicles. The Supplier shall ensure that all their and their agents' vehicles, and their drivers and other delivery personnel comply with all DOT and OSHA/PESH procedures and regulations concerning the transporting and off-loading of the Methanol, including the requirement for personal protective equipment during off-loading. Under the contract, it is required that Methanol be delivered to the Plant at 4480 Vestal Road, Vestal, New York 13850 between the hours of 7:00am and 1:00pm, Mondays through Fridays, except Plant holidays. Morning deliveries are preferred. Bid Price must include delivery to the Plant, all charges prepaid and shall include unloading. The driver shall allow up to three (3) hours from arrival at the Plant to complete delivery and unloading. No demurrage charges will be allowed. No fuel surcharges will be allowed. The Supplier must agree to deliver the Methanol within the time designated in this bid invitation statement. In case of default by the Supplier, the Sewage Board may procure the services or material from other sources and hold the Supplier responsible for any excess in cost occasioned thereby.

A Certificate of Analysis and a Material Safety Data Sheet shall be provided to the Plant at the time of delivery.

The Sewage Board will pay for Methanol delivered to the Plant. **The quantity of Methanol delivered to the Plant for purposes of calculating payment shall be that quantity actually received by the Plant which passes through the Plant's fill port.** The Sewage Board will not be responsible for paying for any Methanol not so received or for any loss of Methanol due to agitation while being transported, evaporation during loading or unloading, or any other reason. A Certificate of Analysis and a Material Safety Data Sheet shall be provided to the Plant with every delivery.

Commented [AP3]: Suggest that the bidder inspect the Plant in advance of bidding, so that it is familiar with means of access to the fill port.

Commented [CP4R3]: Language added (under paragraph discussing trucks)

Coordinating arrangements for delivery must be made with the Head Operator (Deron Beichele) at 4480 Vestal Road, Vestal, New York 13850, (607) 729-2975.

No late fee, finance charge, carrying charge, interest, or other charge shall be assessed as to any payment issued by the Sewage Board's Fiscal Officer within 60 days of receipt of a proper invoice at the Plant Office.

Commented [AP5]: Is this still the procedure?

Commented [CP6R5]: No, it's not. Language changed

Successful Bidder shall be required to execute and deliver to the Sewage Board a Site Entry Agreement in the form attached hereto. Proof of insurance is required of the successful bidder.

Exemption from Sales and Use Taxes

The Sewage Board is exempt from paying New York State or local sales taxes on any material which it purchases. In computing their quotations, bids or proposals, as well as in rendering billings, a Supplier shall not include sales taxes or compensating use taxes of the State of New York or of any city and/or county in the State of New York for any materials to be delivered which are exempt from such taxes.

Contract Period; Extension of Contract

The contract will be for a period of 6, 12, or 18 months beginning upon service by the Sewage Board to the supplier of a notice of award, or from another date stated in the notice of award. Any such date stated in the notice of award shall not be more than 30 calendar days following service of the notice of award. The Sewage Board will determine the period of the contract, from among the alternate periods set forth above, following the opening of bids. If mutually agreeable to the Sewage Board and the bidder to whom a contract is awarded, the contract may be extended WITH NO CHANGE IN ANY TERMS AND/OR CONDITIONS for successive like periods, but not more than a total of 36 months, including the original term. Any such extension shall be confirmed in writing executed by the Supplier's authorized representative and an authorized representative of the Sewage Board.

Termination of Contract – Default or Breach

The Sewage Board reserves the right to terminate the contract immediately upon default in one or more deliveries of methanol or default in other performance which jeopardizes operation of the Plant's BAF process. In the event of other breach, the Sewage Board reserves the right to terminate the contract seven (7) days after written notice is given. This right may be exercised

on behalf of the Sewage Board by the Plant Superintendent and thus may be at the Plant Superintendent's sole discretion. If the contract is terminated, the Supplier is entitled to payment for conforming product satisfactorily delivered to the effective date of termination. This payment is the sole and exclusive remedy to which the Supplier is entitled in the event of termination, and the supplier shall be entitled to no other compensation or damages and expressly waives the same.

Termination of Contract for the Convenience of the Sewage Board

Whenever in the sole judgment of the Sewage Board or its designee the public interest so requires, the Sewage Board reserves the right to terminate the contract effective upon a date stated in a written Notice of Termination delivered not less than seven (7) days prior to the termination date. If the contract is terminated, the Supplier shall act promptly to minimize the costs and expenses resulting from termination. The Supplier shall be entitled to payment for conforming product satisfactorily delivered to the effective date of termination. This payment is the sole and exclusive remedy to which the Supplier is entitled in the event of termination, and the Supplier shall be entitled to no other compensation or damages and expressly waives the same.

REQUIRED TECHNICAL SPECIFICATIONS

for

Methanol 99.85%

<u>ITEM/PARAMETER</u>	<u>LIMIT</u>	<u>METHOD</u>
CH ₃ OH or CH ₄ O (Methanol)	Minimum 99.85%	ASTM D 1152
Water	0.10% maximum	
Nonvolatile Matter	5 mg/100 mL, maximum	ASTM D 1353
Color, Pt-Co, maximum	10	Pt/Co Scale
Odor	Nonresidual	ASTM D 1296
Specific Gravity at 20°C	0.7920 to 0.7930	
Specific Gravity at 25°C	0.7883 to 0.7893	
Acidity, weight %, maximum	0.003	
Acetone weight %, maximum	0.003	
Sulfuric Acid Wash Test	50	Pt/Co Scale
Permanganate time, minutes	50	
Hydrocarbons	To pass test	

BINGHAMTON-JOHNSON CITY JOINT SEWAGE BOARD

BID PROPOSAL SHEET

DATE: _____

In compliance with the invitation for bids and subject to all the conditions thereof, the undersigned offers and agrees, if this bid is accepted, to furnish and deliver the item or items upon which prices are quoted, at the prices set forth opposite each item, delivery to be affected as ordered.

<u>ITEM</u>	<u>ESTIMATED</u> <u>QUANTITIES*</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
Methanol			
<u>6-month supply period</u> and/or	150,000 gallons _____	per gallon CPT Vestal	_____
<u>12-month supply period</u> and/or	300,000 gallons _____	per gallon CPT Vestal	_____
<u>18-month supply period</u>	450,000 gallons _____	per gallon CPT Vestal	_____

* Actual quantities may vary.

DELIVER TO:

BINGHAMTON-JOHNSON CITY JOINT SEWAGE TREATMENT PLANT
4480 VESTAL ROAD
VESTAL, NEW YORK 13850

Certification is made hereby that the material(s) offered above is(are) in compliance with all specification terms and conditions hereof.

BIDDER: _____

ADDRESS: _____

TELEPHONE: (____) _____

by: _____
(signature)

NAME/TITLE: _____
(printed name and title)

STATEMENT OF NON-COLLUSION

By submission of this bid, each bidder and each person signing on behalf of any bidder, certifies and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently, without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

The foregoing statement is hereby subscribed by the bidder and is hereby affirmed by the bidder as true under the penalties of perjury, and is hereby submitted to the Binghamton-Johnson City Joint Sewage Board for the following contract or project:

(Describe the Contract or Project)

Name of Bidder (e.g., Company, Partnership, Corporation)

by: _____

Signature of Person Authorized to sign this Statement on Behalf
of Bidder

Date: _____

NOTE: If in any case the Bidder cannot make the foregoing certification, the Bidder shall so state and shall furnish with the Bid, a signed statement which sets forth in detail the reason therefore.

REMINDER

HAVE YOU DONE THE FOLLOWING?

- ☐ PROPERLY INDICATED ON THE OUTSIDE ENVELOPE THAT THIS IS A SEALED COMPETITIVE BID FOR: METHANOL
- ☐ ENCLOSED A CERTIFIED CHECK OR BID BOND
- ☐ SIGNED NON-COLLUSION FORM
- ☐ SIGNED THE PROPOSAL SHEET
- ☐ ENCLOSED A SEPARATE SHEET WITH THE NAME AND PHONE NUMBER OF THE CONTACT PERSON FOR ORDERING SHIPMENTS

REMEMBER - YOUR BID WILL BE REJECTED IF THE ABOVE HAVE NOT BEEN COMPLIED WITH.