



LEXINGTON

Lexington-Fayette Urban County Government

Lexington, Kentucky
Horse Capital of the World

Division of Procurement

Date of Issue: February 11, 2025

INVITATION TO BID #23-2025 Sewer Collection System Odor Control Chemical Pilot Testing

Bid Opening Date: March 4, 2025 (18) **Bid Opening Time:** 2:00 PM

Address: All bids must be submitted on line at <https://lexingtonky.ionwave.net/>

Type of Bid: Price Contract

Pre Bid Meeting: February 19, 2025 (Non mandatory)

Pre Bid Time: 10:00 AM EST

Address: 301 Jimmie Campbell Drive Lexington, Ky. 40504

Sealed bids will ONLY be received online at <https://lexingtonky.ionwave.net/> until **2:00 PM**, prevailing local time on **03/04/2025**. Bids must be submitted/uploaded by the above-mentioned date and time. (18)

Bids are to include all shipping, handling and associated fees to the point of delivery (unless otherwise specified in the bid documents below) located at: Various Locations, Lexington, KY

☒ Bid Specifications Met _____ Exceptions to Bid Specifications. <i>Exceptions shall be itemized and attached to bid proposal submitted.</i>	Check One:	Proposed Delivery: 2-3 days after acceptance of bid.
Procurement Card Usage —The Lexington-Fayette Urban County Government may be using Procurement Cards to purchase goods and services and also to make payments. Will you accept Procurement Cards? _____ Yes ☒ No		

To expedite award, the forms in this document should be completed and uploaded with your bid.

Submitted by: CITCO Water - Jesse Chula

Firm Name

111 Patton Ct.

Address

Nicholasville, KY 40356

City, State & Zip

Bid must be signed:

Jesse Chula - Director of Marketing
Signature of Authorized Company Representative – Title

Jesse Chula

Representative's Name (Typed or printed)

859 - 881 - 5422

Area Code - Phone – Extension

859-881-8194

Fax #

The Affidavit in this bid must be completed before your firm can be considered for award of this contract.

AFFIDAVIT

Comes the Affiant, Jesse chula, and after being first duly sworn under penalty of perjury as follows:

1. His/her name is Jesse chula and he/she is the individual submitting the bid or is the authorized representative of CITCO Water the entity submitting the bid (hereinafter referred to as "Bidder")
2. Bidder will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the bid is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.
3. Bidder will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.
4. Bidder has authorized the Division of Procurement to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.
5. Bidder has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Bidder will not violate any provision of the campaign finance laws of the Commonwealth.
6. Bidder has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."
7. Bidder acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught. _____

STATE OF

Kentucky

COUNTY OF

Jessamine

The foregoing instrument was subscribed, sworn to and acknowledged before me

by Jesse chula on this the 12th day
of March, 2025

My Commission expires:

KYNP49061

Angela L. Rivel
NOTARY PUBLIC, STATE AT LARGE



Please refer to Section II. Bid Conditions, Item "U" prior to completing this form.

I. GREEN PROCUREMENT

A. ENERGY

The Lexington-Fayette Urban County Government is committed to protecting our environment and being fiscally responsible to our citizens.

The Lexington-Fayette Urban County Government mandates the use of Energy Star compliant products if they are available in the marketplace (go to www.Energystar.gov). If these products are available, but not submitted in your pricing, your bid will be rejected as non-compliant.

ENERGY STAR is a government program that offers businesses and consumers energy-efficient solutions, making it easy to save money while protecting the environment for future generations.

Key Benefits

These products use 25 to 50% less energy
Reduced energy costs without compromising quality or performance
Reduced air pollution because fewer fossil fuels are burned
Significant return on investment
Extended product life and decreased maintenance

B. GREEN SEAL CERTIFIED PRODUCTS

The Lexington-Fayette Urban County Government is also committed to using other environmentally friendly products that do not negatively impact our environment. Green Seal is a non-profit organization devoted to environmental standard setting, product certification, and public education.

Go to www.Greenseal.org to find available certified products. These products will have a reduced impact on the environment and on human health. The products to be used must be pre-approved by the LFUCG prior to commencement of any work in any LFUCG facility. If a Green Seal product is not available, the LFUCG must provide a signed waiver to use an alternate product. Please provide information on the Green Seal products being used with your bid response.

C. GREEN COMMUNITY

The Lexington-Fayette Urban County Government (LFUCG) serves as a principal, along with the University of Kentucky and Fayette County Public Schools, in the Bluegrass Partnership for a Green Community. The Purchasing Team component of the Partnership collaborates on economy of scale purchasing that promotes and enhances environmental initiatives. Specifically, when applicable, each principal is interested in obtaining best value products and/or services which promote environment initiatives via solicitations and awards from the other principals.

If your company is the successful bidder on this Invitation For Bid, do you agree to extend the same product/service pricing to the other principals of the Bluegrass Partnership for a Green Community (i.e. University of Kentucky and Fayette County Schools) if requested?

Yes _____ No X

II. Bid Conditions

- A. No bid may be withdrawn for a period of sixty (60) days after the date and time set for opening.
- B. No bid may be altered after the date and time set for opening. In the case of obvious errors, the Division of Procurement may permit the withdrawal of a bid. The decision as to whether a bid may be withdrawn shall be that of the Division of Procurement.
- C. Acceptance of this proposal shall be enactment of an Ordinance by the Urban County Council.
- D. The bidder agrees that the Urban County Government reserves the right to reject any and all bids for either fiscal

or technical reasons, and to award each part of the bid separately, all parts to one vendor or all parts to multiple vendors.

- E. Minor exceptions may not eliminate the bidder. The decision as to whether any exception is minor shall be entirely that of the head of the requisitioning Department or Division and the Director of the Division of Procurement. The Urban County Government may waive technicalities and informalities where such waiver would best serve the interests of the Urban County Government.
- F. Manufacturer's catalogue numbers, trade names, etc., where shown herein are for descriptive purposes and are to guide the bidder in interpreting the standard of quality, design, and performance desired, and shall not be construed to exclude proposals based on furnishing other types of materials and/or services. However, any substitution or departure proposed by the bidder must be clearly noted and described; otherwise, it will be assumed that the bidder intends to supply items specifically mentioned in this Invitation for Bids.
- G. The Urban County Government may require demonstrations of the materials proposed herein prior to acceptance of this proposal.
- H. Bids must be submitted on this form and must be signed by the bidder or his authorized representative. Unsigned bids will not be considered.
- I. Bids must be submitted prior to the date and time indicated for opening. Bids submitted after this time will not be considered.
- J. All bids mailed must be submitted in the Ion Wave online portal at <https://lexingtonky.ionwave.net/>
- K. Bidder is requested to show both unit prices and lot prices. In the event of error, the unit price shall prevail.
- L. A certified check or Bid Bond in the amount of XX percent of the bid price must be attached hereto. This check must be made payable to the Lexington-Fayette Urban County Government, and will be returned when the material and/or services specified herein have been delivered in accordance with specifications. In the event of failure to perform within the time period set forth in this bid, it is agreed the certified check may be cashed and the funds retained by the Lexington-Fayette Urban County Government as liquidated damages. Checks of unsuccessful bidders will be returned when the bid has been awarded.
- M. The delivery dates specified by bidder may be a factor in the determination of the successful bidder.
- N. Tabulations of bids received may be mailed to bidders. Bidders requesting tabulations must enclose a stamped, self-addressed envelope with the bid.
- O. The Lexington-Fayette Urban County Government is exempt from Kentucky Sales Tax and Federal Excise Tax on materials purchased from this bid invitation. Materials purchased by the bidder for construction projects are not tax exempt and are the sole responsibility of the bidder.
- P. All material furnished hereunder must be in full compliance with OSHA regulations.
- Q. If more than one bid is offered by one party, or by any person or persons representing a party, all such bids shall be rejected.
- R. Signature on the face of this bid by the Bidder or his authorized representative shall be construed as acceptance of and compliance with all terms and conditions contained herein.
- S. The Entity (regardless of whether construction contractor, non-construction contractor or supplier) agrees to provide equal opportunity in employment for all qualified persons, to prohibit discrimination in employment because of race, color, religion, sex (including pregnancy, sexual orientation or gender identity), national origin, disability, age, genetic information, political affiliation, or veteran status, and to promote equal employment through a positive, continuing program from itself and each of its sub-contracting agents. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.
- T. The Kentucky Equal Employment Opportunity Act of 1978 (KRS 45.560-45.640) requires that any county, city, town, school district, water district, hospital district, or other political subdivision of the state shall include in directly

or indirectly publicly funded contracts for supplies, materials, services, or equipment hereinafter entered into the following provisions:

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age or national origin;*
- (2) The contractor will state in all solicitations or advertisements for employees placed by or on behalf of the contractors that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age or national origin;*
- (3) The contractor will post notices in conspicuous places, available to employees and applicants for employment, setting forth the provisions of the non-discrimination clauses required by this section; and*
- (4) The contractor will send a notice to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding advising the labor union or workers' representative of the contractor's commitments under the nondiscrimination clauses.*

The Act further provides:

KRS 45.610. Hiring minorities - Information required

- (1) For the length of the contract, each contractor shall hire minorities from other sources within the drawing area, should the union with which he has collective bargaining agreements be unwilling to supply sufficient minorities to satisfy the agreed upon goals and timetable.*
- (2) Each contractor shall, for the length of the contract, furnish such information as required by KRS 45.560 to KRS 45.640 and by such rules, regulations and orders issued pursuant thereto and will permit access to all books and records pertaining to his employment practices and work sites by the contracting agency and the department for purposes of investigation to ascertain compliance with KRS 45.560 to 45.640 and such rules, regulations and orders issued pursuant thereto.*

KRS 45.620. Action against contractor - Hiring of minority contractor or subcontractor

- (1) If any contractor is found by the department to have engaged in an unlawful practice under this chapter during the course of performing under a contract or subcontract covered under KRS 45.560 to 45.640, the department shall so certify to the contracting agency and such certification shall be binding upon the contracting agency unless it is reversed in the course of judicial review.*
- (2) If the contractor is found to have committed an unlawful practice under KRS 45.560 to 45.640, the contracting agency may cancel or terminate the contract, conditioned upon a program for future compliance approved by the contracting agency and the department. The contracting agency may declare such a contractor ineligible to bid on further contracts with that agency until such time as the contractor complies in full with the requirements of KRS 45.560 to 45.640.*
- (3) The equal employment provisions of KRS 45.560 to 45.640 may be met in part by a contractor by subcontracting to a minority contractor or subcontractor. For the provisions of KRS 45.560 to 45.640, a minority contractor or subcontractor shall mean a business that is owned and controlled by one or more persons disadvantaged by racial or ethnic circumstances.*

KRS 45.630 Termination of existing employee not required, when

Any provision of KRS 45.560 to 45.640 notwithstanding, no contractor shall be required to terminate an existing employee upon proof that that employee was employed prior to the date of the contract.

KRS 45.640 Minimum skills

Nothing in KRS 45.560 to 45.640 shall require a contractor to hire anyone who fails to demonstrate the minimum skills required to perform a particular job.

It is recommended that all of the provisions above quoted to be included as special conditions in each contract.

In the case of a contract exceeding \$250,000, the contractor is required to furnish evidence that his work-force in Kentucky is representative of the available work-force in the area from which he draws employees, or to supply an Affirmative Action plan which will achieve such representation during the life of the contract.

- U. Any party, firm or individual submitting a proposal pursuant to this invitation must be in compliance with the requirements of the Lexington-Fayette Urban County Government regarding taxes and fees before they can be considered for award of this invitation and must maintain a "current" status with regard to those taxes and fees throughout the term of the contract. The contractor must be in compliance with Chapter 13 from the Code of Ordinances of the Lexington-Fayette Urban County Government. The contractor must be in compliance with Ordinance 35-2000 pursuant to contractor registration with the Division of Building Inspection. If applicable, said business must have a Fayette County business license.

Pursuant to KRS 45A.343 and KRS 45A.345, the contractor shall

- (1) *Reveal any final determination of a violation by the contractor within the previous five year period pursuant to KRS Chapters 136 (corporation and utility taxes), 139 (sales and use taxes), 141 (income taxes), 337 (wages and hours), 338 (occupational safety and health of employees), 341 (unemployment and compensation) and 342 (labor and human rights) that apply to the contractor; and*
- (2) *Be in continuous compliance with the above-mentioned KRS provisions that apply to the contractor for the duration of the contract.*

A contractor's failure to reveal the above or to comply with such provisions for the duration of the contract shall be grounds for cancellation of the contract and disqualification of the contractor from eligibility for future contracts for a period of two (2) years.

- V. Vendors who respond to this invitation have the right to file a notice of contention associated with the bid process or to file a notice of appeal of the recommendation made by the Director of Procurement resulting from this invitation.

Notice of contention with the bid process must be filed within 3 business days of the bid/proposal opening by (1) sending a written notice, including sufficient documentation to support contention, to the Director of the Division of Procurement or (2) submitting a written request for a meeting with the Director of Procurement to explain his/her contention with the bid process. After consulting with the Commissioner of Finance the Chief Administrative Officer and reviewing the documentation and/or hearing the vendor, the Director of Procurement shall promptly respond in writing findings as to the compliance with bid processes. If, based on this review, a bid process irregularity is deemed to have occurred the Director of Procurement will consult with the Commissioner of Finance, the Chief Administrative Officer and the Department of Law as to the appropriate remedy.

Notice of appeal of a bid recommendation must be filed within 3 business days of the bid recommendation by (1) sending a written notice, including sufficient documentation to support appeal, to the Director, Division of Procurement or (2) submitting a written request for a meeting with the Director of Procurement to explain his appeal. After reviewing the documentation and/or hearing the vendor and consulting with the Commissioner of Finance and the Chief Administrative Officer, the Director of Procurement shall in writing, affirm or withdraw the recommendation.

III. Procurement Contract Bid Conditions

- A. The terms of this agreement shall be for 1 year(s) from the date of acceptance of this contract by the Lexington-Fayette Urban County Government. This agreement may be automatically extended for an additional 1-1 year(s) renewal. This contract may be canceled by either party thirty (30) days after delivery by canceling party of written notice of intent to cancel to the other contracting party.
- B. Price Changes **(Space Checked Applies)**
 - (XXX)1. Prices quoted in response to the Invitation shall be firm prices for the first 365 days of the Procurement Contract. After 365 days, prices may be subject to revision and such changes shall be based on general industry changes. Revision may be either increases or decreases and may be requested by either party. There will be no more than one (1) price adjustment per year. Requests for price changes shall be received in writing at least twenty (20) days prior to the effective date and are subject to written acceptance before becoming effective. Proof of the validity of a request for revision shall be responsibility of the requesting party. The Lexington-Fayette Urban County Government shall receive the benefit of any decline that the seller shall offer his other accounts.
 - () 2. No provision for price change is made herein. Prices are to be firm for the term of this contract.
 - () 3. See bid specifications.
- C. If any contract item is not available from the vendor, the Lexington-Fayette Urban County Government, at its option, may permit the item to be back-ordered or may procure the item on the open market.
- D. All invoices must bear reference to the Lexington-Fayette Urban County Government Purchasing document numbers which are being billed.
- E. This contract may be canceled by the Lexington-Fayette Urban County Government if it is determined that the Bidder has failed to perform under the terms of this agreement, such cancellation to be effective upon receipt of written notice of cancellation by the Bidder.
- F. No substitutions for articles specified herein may be made without prior approval of the Division of Procurement.

EQUAL OPPORTUNITY AGREEMENT

Standard Title VI Assurance

The Lexington Fayette-Urban County Government, (hereinafter referred to as the "Recipient") hereby agrees that as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78Stat.252, 42 U.S.C. 2000d-4 (hereinafter referred to as the "Act"), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, (49 CFR, Part 21) Nondiscrimination in Federally Assisted Program of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations") and other pertinent directives, no person in the United States shall, on the grounds of race, color, national origin, sex, age (over 40), religion, sexual orientation, gender identity, veteran status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the U.S. Department of Transportation, including the Federal Highway Administration, and hereby gives assurance that will promptly take any necessary measures to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the Regulations.

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states: *The Contractor will not discriminate against any employee or applicant for employment because of physical or mental disability.*
- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states: *The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.*

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, veteran status, disability and age.

Signature

CITCO Water
Name of Business

GENERAL PROVISIONS OF BID CONTRACT

By signing the below, bidder acknowledges that it understands and agrees with the following provisions related to its bid response and the provision of any goods or services to LFUCG upon selection by LFUCG pursuant to the bid request:

1. Bidder shall comply with all Federal, State & Local regulations concerning this type of service or good. All applicable state laws, ordinances and resolutions (including but not limited to Section 2-33 (Discrimination due to sexual orientation or gender identity) and Chapter 13 (Licenses and Regulations) of the Lexington-Fayette Urban County Government Code of Ordinances, and Resolution No. 484-17 (Minority, Women, and Veteran-Owned Businesses)) and the regulations of all authorities having jurisdiction over the project shall apply to the contract, and shall be deemed to be incorporated herein by reference.
2. Failure to submit ALL forms and information required by LFUCG may be grounds for disqualification.
3. Addenda: All addenda and IonWave Q&A, if any, must be considered by the bidder in making its response, and such addenda shall be made a part of the requirements of the bid contract. Before submitting a bid response, it is incumbent upon bidder to be informed as to whether any addenda have been issued, and the failure of the bidder to cover any such addenda may result in disqualification of that response.
4. Bid Reservations: LFUCG reserves the right to reject any or all bid responses, to award in whole or part, and to waive minor immaterial defects in proposals. LFUCG may consider any alternative proposal that meets its basic needs.
5. Liability: LFUCG is not responsible for any cost incurred by bidder in the preparation of its response.
6. Changes/Alterations: Bidder may change or withdraw a proposal at any time prior to the opening; however, no oral modifications will be allowed. Only letters, or other formal written requests for modifications or corrections of a previously submitted proposal which is addressed in the same manner as the bid response, and received by LFUCG prior to the scheduled closing time for receipt of bids, will be accepted. The bid response when opened, will then be corrected in accordance with such written request(s), provided that the written request is contained in a sealed envelope which is plainly marked "modifications of bid response".
7. Clarification of Submittal: LFUCG reserves the right to obtain clarification of any point in a bid or to obtain additional information from any bidder.
8. Bribery Clause: By his/her signature on its response, bidder certifies that no employee of his/hers, any affiliate or subcontractor, has bribed or attempted to bribe an officer or employee of the LFUCG.
9. Additional Information: While not necessary, the bidder may include any product brochures, software documentation, sample reports, or other documentation that may assist LFUCG in better understanding and evaluating the bid response. Additional documentation shall not serve as a substitute for other documentation which is required by the LFUCG to be submitted with the bid response.
10. Ambiguity, Conflict or other Errors: If a bidder discovers any ambiguity, conflict, discrepancy, omission or other error in the bid request of LFUCG, it shall immediately notify LFUCG of such error in writing and request modification or clarification of the document if allowable by the LFUCG.
11. Agreement to Bid Terms: In submitting its bid response, the bidder agrees that it has carefully examined the specifications and all provisions relating to LFUCG's bid request, including but not limited to the bid contract. By submission of its bid response, bidder states that it understands the meaning, intent and requirements of LFUCG's bid request and agrees to the same. The successful bidder shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to bidder shall be authorized for services, expenses, or goods reasonably covered under these provisions that the bidder omits from its bid response.
12. Cancellation: LFUCG may unilaterally terminate the bid contract with the selected bidder(s) at any time, with or without cause, by providing at least thirty (30) days advance written notice unless a different advance written notice

period is negotiated prior to contract approval. Payment for services or goods received prior to termination shall be made by the LFUCG provided these goods or services were provided in a manner acceptable to the LFUCG. Payment for those goods and services shall not be unreasonably withheld.

13. Assignment of Contract: The selected bidder(s) shall not assign or subcontract any portion of the bid contract with LFUCG without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
14. No Waiver: No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this bid proposal or bid contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.
15. Authority to do Business: Each bidder must be authorized to do business under the laws of the Commonwealth of Kentucky and must be in good standing and have full legal capacity to provide the goods or services specified in the bid proposal. Each bidder must have all necessary right and lawful authority to submit the bid response and enter into the bid contract for the full term hereof including any necessary corporate or other action authorizing the bidder to submit the bid response and enter into this bid contract. If requested, the bidder will provide LFUCG with a copy of a corporate resolution authorizing this action and/or a letter from an attorney confirming that the proposer is authorized to do business in the Commonwealth of Kentucky. All bid responses must be signed by a duly authorized officer, agent or employee of the bidder.
16. Governing Law: This bid request and bid contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this matter, the bidder agrees that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division and that the bidder expressly consents to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to these matters or any rights or obligations arising thereunder.
17. Ability to Meet Obligations: Bidder affirmatively states that there are no actions, suits or proceedings of any kind pending against bidder or, to the knowledge of the bidder, threatened against the bidder before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of bidder to perform its obligations under this bid response or bid contract, or which question the legality, validity or enforceability hereof or thereof.
18. Price Discrepancy: When applicable, in case of price discrepancy, unit bid price written in words will prevail followed by unit price written in numbers then total amount bid per line item.
19. Bidder understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Bidder is an independent contractor at all times related to the bid response or bid contract.
20. Contractor [or Vendor or Vendor's Employees] will not appropriate or make use of the Lexington-Fayette Urban County Government (LFUCG) name or any of its trade or service marks or property (including but not limited to any logo or seal), in any promotion, endorsement, advertisement, testimonial or similar use without the prior written consent of the government. If such consent is granted LFUCG reserves the unilateral right, in its sole discretion, to immediately terminate and revoke such use for any reason whatsoever. Contractor agrees that it shall cease and desist from any unauthorized use immediately upon being notified by LFUCG.
21. If any term or provision of this bid contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.


Signature

3/12/2025
Date

WORKFORCE ANALYSIS FORM

Name of Organization: CITCO Water

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African- American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators																	
Professionals																	
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical																	
Skilled Craft																	
Service/Maintenance																	
Total:																	

Prepared by: Jesse Chula, Director of marketing Date: 3 / 12 / 2025
 (Name and Title) Revised 2015-Dec-15

* Included w/bid as exhibit A.

**DIRECTOR, DIVISION OF PROCUREMENT
LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT
200 EAST MAIN STREET
LEXINGTON, KENTUCKY 40507**

**NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE
EQUAL EMPLOYMENT OPPORTUNITIES AND DBE CONTRACT PARTICIPATION**

The Lexington-Fayette Urban County Government has a Certified Minority and Women Business Enterprise seventeen percent (17%) minimum goal including minimum subgoals of five percent (5%) for Minority Business Enterprises (MBE) and a subgoal of twelve percent (12%) for Women Business Enterprises (WBE); a three (3%) minimum goal for Certified Veteran-Owned Small Businesses and/or Certified Service- Disabled Veteran Owned Businesses; and a goal of utilizing Disadvantaged Business Enterprises (DBE), where applicable, for government contracts.

For assistance in locating certified DBEs, MBEs, WBEs, VOSBs and/or VOSBs, contact Sherita Miller at 859/258-3320 or by writing the address listed below:

Sherita Miller, MPA, CPSD
Minority Business Enterprise Liaison
Division of Procurement
Lexington-Fayette Urban County Government
200 East Main Street
Lexington, Kentucky 40507
smiller@lexingtonky.gov
859-258-3323



LEXINGTON

MINORITY BUSINESS ENTERPRISE PROGRAM

Sherita Miller, MPA, CPSD
Minority Business Enterprise Liaison
Division of Procurement
Lexington-Fayette Urban County Government
200 East Main Street
Lexington, KY 40507
smiller@lexingtonky.gov
859-258-3323

OUR MISSION: The mission of the Minority Business Enterprise Program (MBEP) is to facilitate the full participation of minority and women owned businesses in the procurement process and to promote economic inclusion as a business imperative essential to the long- term economic viability of Lexington-Fayette Urban County Government.

To that end the urban county council adopted and implemented Resolution 272-2024 – a Certified Minority and Women Business Enterprise seventeen percent (17%) minimum goal including minimum subgoals of five percent (5%) for Minority Business Enterprises (MBE) and a subgoal of twelve percent (12%) for Women Business Enterprises (WBE); a three (3%) minimum goal for Certified Veteran-Owned Small Businesses and/or Certified Service- Disabled Veteran Owned Businesses; and a goal of utilizing Disadvantaged Business Enterprises (DBE), where applicable, for government contracts.

The resolution states the following definitions shall be used for the purposes of reaching these goals:

Certified Disadvantaged Business Enterprise (DBE) – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a person(s) who is socially and economically disadvantaged as define by 49 CFR subpart 26.

Certified Minority Business Enterprise (MBE) – a business in which at least fifty-one percent (51%) is owned, managed and controlled by an ethnic minority (i.e. Black American, Asian American, Hispanic American, Native American)

Certified Women Business Enterprise (WBE) – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a woman.

Certified Veteran-Owned Small Business (VOSB) – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a veteran who served on active duty with the U.S. Army, Air Force, Navy, Marines or Coast Guard.

Certified Service -Disabled Veteran Owned Small Business (SDVOSB) – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a disabled veteran who served on active duty with the U.S. Army, Air Force, Navy, Marines or Coast Guard.

The term “Certified” shall mean the business is appropriately certified, licensed, verified, or validated by an organization or entity recognized by the Division of Procurement as having the appropriate credentials to make a determination as to the status of the business.

The following certifications are recognized and accepted by the MBEP:

Kentucky Transportation Cabinet (KYTC), Disadvantaged Business Enterprise (DBE)
Kentucky Minority and Women Business Enterprise (MWBE)
Women's Business Enterprise National Council (WBENC)
National Women Business Owners Corporation (NWBOC)
National Minority Supplier Development Council (NMSDC)
Tri-State Minority Supplier Development Council (TSMSSDC)
U.S. Small Business Administration Veteran Small Business Certification (VetCert)
Kentucky Service- Disabled Veteran Owned Small Business (SDVOSB)

To comply with Resolution 272-2024, prime contractors, minority and women business enterprises, veteran owned small businesses, and service-disabled veteran owned small businesses must complete monthly contract compliance audits in the Diverse Business Management Compliance system, <https://lexingtonky.diversitycompliance.com/>

A list of organizations that certify and/or maintain lists of certified businesses (i.e. DBE, MBE, WBE, VOSB and/or SDVOSB) is available upon request by emailing, Sherita Miller, smiller@lexingtonky.gov.



LEXINGTON

LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 23-2025

The MWDBE and/or veteran subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to the Division of Procurement for approval immediately. **Failure to submit a completed form may cause rejection of the bid.**

MWBE Company, Name, Address, Phone, Email	DBE/MBE WBE/VOSB/SDVOSB	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1. NONE				
2.				
3.				
4.				

The undersigned company representative submits the above list of MDWBE and veteran firms to be used in accomplishing the work contained in this Bid/RFP/Quote. Any misrepresentation may result in the termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

CITCO Water
Company
3/12/2025
Date

Jesse Chula
Company Representative
Director of marketing
Title



LFUCG MWDBE SUBSTITUTION FORM

Bid/RFP/Quote Reference # 23 - 2025

The substituted MWDBE and/or veteran subcontractors listed below have agreed to participate on this Bid/RFP/Quote. These substitutions were made prior to or after the job was in progress. These substitutions were made for reasons stated below and are now being submitted to the Division of Procurement for approval. By the authorized signature of a representative of our company, we understand that this information will be entered into our file for this project. **Note: Form required if a subcontractor is being substituted on a contract.**

SUBSTITUTED DBE/MBE/WBE/VOSB Company Name, Address, Phone, Email	DBE/MBE/WBE/VOSB/SDVOSB Formally Contracted/ Name, Address, Phone, Email	Work to Be Performed	Reason for the Substitution	Total Dollar Value of the Work	% Value of Total Contract
1. <i>NONE</i>					
2.					
3.					
4.					

The undersigned acknowledges that any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

CITCO Water
Company
3/12/2025
Date

Jesse Chula
Company Representative
Director of Marketing
Title



DOCUMENTATION REQUIRED FOR GOOD FAITH EFFORTS AND OUTREACH PLANS

As affirmed in Resolution Number 272-2024, the Urban County Council has adopted an annual aspirational goal of utilizing at least seventeen percent (17%) of public funds spend from certain discretionary agreements with certified Minority Business Enterprises (MBEs) and certified Woman Business Enterprises (WBEs); utilizing at least three percent (3%) of public funds from certain discretionary agreements with Certified Veteran-Owned Small Business and Certified Service-Disabled Veteran-Owned Small Businesses (VOSBs); and utilizing Disadvantaged Business Enterprises (DBEs) where applicable. Bidders should make every effort to achieve these goals.

Therefore, as an element of the responsiveness of the bid, all Bidders are required to submit documentation of their good faith and outreach efforts to ensure all businesses, including small and disadvantaged businesses such as minority-, woman-, and veteran-owned businesses, have an equal opportunity to compete for and participate in the performance of any subcontracts resulting from this procurement. Examples of good faith and outreach efforts that satisfy this requirement to encourage the participation of, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs include:

1. Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women, and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to participate.
2. Attended LFUCG Procurement Economic Inclusion Outreach event(s) within the past year to meet new small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to partner with on LFUCG contracts and procurements.
3. Attended pre-bid/pre-proposal meetings that were scheduled by LFUCG to inform small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs of subcontracting opportunities.
4. Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs.
5. Requested a list of certified small, DBE, MBE, WBE, VOSB and/or SDVOSB subcontractors or suppliers from LFUCG and showed evidence of contacting the companies on the list(s).
6. Contacted organizations that work with small, DBE, MBE, WBE, and VOSB companies for assistance in finding certified DBEs, MBEs, WBEs, VOSB and/or SDVOSBs to work on this project. Those contacted and their responses must be a part of the bidder's outreach efforts documentation.
7. Sent written notices, by certified mail, email, or facsimile, to qualified, certified small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.
8. Followed up initial solicitations by contacting small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs via tailored communications to determine their level of interest.

9. Provided the interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs with adequate and timely information about the plans, specifications, and requirements of the contract.
10. Selected portions of the work to be performed by small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs in order to increase the likelihood of subcontracting participation. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate small, DBE, MBE, WBE, VOSB and/or SDVOSB participation, even when the prime contractor may otherwise perform these work items with its own workforce.
11. Negotiated in good faith with interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection must be so noted in writing with a description as to why an agreement could not be reached.
12. Included documentation of quotations received from interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs that were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.
 - a. Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a small business', DBE's MBE's, WBE's, VOSB's and/or SDVOSB's quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy the participation goals.
13. Made an effort to offer assistance to or refer interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal.
14. Made efforts to expand the search for small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs beyond the usual geographic boundaries.
15. Other – any other evidence that the bidder submits that may demonstrate that the bidder has made reasonable efforts to include small, DBE, MBE, WBE, VOSB and/or SDVOSB participation.

Bidder must document, with specificity, each of the efforts it made to include small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs as subcontractors in the procurement, including the date on which each effort was made, the medium through which each effort was made, and the outcome of each effort.

Note: Failure to submit the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement which is subject to review by the MBE Liaison. Documentation of Good Faith and Outreach Efforts must be submitted with the Bid, regardless of the proposed level of small, DBE, MBE, WBE, VOSB and/or SDVOSB participation in the procurement. If the Good Faith and Outreach Effort documentation is not submitted with the bid response, the bid may be rejected.

OUTREACH EFFORTS EVALUATION

Outreach efforts demonstrated by the bidder or respondent will be evaluated on a pass/fail basis.

ATTACHMENT A – SMALL AND DISADVANTAGED, MINORITY-, WOMEN-, AND VETERAN-OWNED BUSINESS OUTREACH PLAN

Proposer Name: CITCO Water Date: 3/12/2025
Project Name: chemical Pilot Testing Project Number: 23-2025
Contact Name: Jesse Chula Telephone: 859, 881, 5422
Email: jesse.chula@citcowater.com

The mission of the Minority Business Enterprise Program is to facilitate the full participation of disadvantaged businesses, minority-, women-, veteran-, and service-disabled veteran-owned businesses in the procurement process and to promote economic inclusion as a business imperative essential to the long-term economic viability of Lexington-Fayette Urban County Government.

To that end, small and disadvantaged businesses, including minority-, woman-, veteran-, and service-disabled veteran-owned businesses, must have an equal opportunity to be utilized in the performance of contracts with public funds spent from certain discretionary agreements. By submitting its offer, Bidder/Proposer certifies that it has taken, and if there are further opportunities will take, reasonable steps to ensure that small and disadvantaged businesses, including minority-, woman-, veteran-, and service-disabled veteran-owned businesses, are provided an equal opportunity to compete for and participate in the performance of any subcontracts resulting from this procurement.

The information submitted in response to this clause will not be considered in any scored evaluation. Failure to submit this form may cause the bid or proposal to be rejected.

Is the Bidder/ Proposer a certified firm? Yes ☐ No ☒

If yes, indicate all certification type(s):

DBE ☐ MBE ☐ WBE ☐ SBE ☐ VOSB/SDVOSB ☐

and supply a copy of the certificate and/or certification letter if not currently listed on the city's Minority Business Enterprise Program's (MBEP) certified list.

1. Include a list of firms that Bidder/ Proposer has had a contractual relationship with within the last two years that are minority-owned, woman-owned, veteran-owned or small businesses, regardless of their certification status.

AMP utility Distribution
(Click or tap here to enter text.)

2. Does Bidder/Proposer foresee any subcontracting opportunities for this procurement?

Yes ☐ No ☒

If no, please explain why in the field below. Do not complete the rest of this form and submit this first page with your bid and/or proposal. (Click or tap here to enter text.)

this bid is too specialized and only a pilot test that is temporary.

If yes, please complete the following pages and submit all pages with your bid and/or proposal.

Describe the steps Bidder/Proposer took to solicit small and disadvantaged businesses, including MBEs, WBEs, VOSBs, and SDVOSBs, for subcontracting opportunities for this procurement.

3. Check the good faith and outreach efforts the Bidder/Proposer used to encourage the participation of small and disadvantaged businesses including, MBEs, WBEs, VOSBs and SDVOSBs:

- ☐ Bidder placed advertisements in search of prospective small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs for the solicitation.
- ☐ Bidder attended LFUCG Procurement Economic Inclusion Outreach event(s) within the past year.
- ☐ Bidder attended pre-bid and/or pre-proposal meetings for this solicitation.
- ☐ Bidder sponsored an Economic Inclusion Outreach event.
- ☐ Bidder requested a list of certified small, DBE, MBE, WBE, VOSB and/or SDVOSB subcontractors or suppliers from LFUCG.
- ☐ Bidder contacted organizations that work with small, DBE, MBE, WBE, VOSB and/or SDVOSB companies.
- ☐ Bidder sent written notices to certified small, DBE, MBE, WBE, VOSB and SDVOSB businesses.
- ☐ Bidder followed up to initial solicitations with interested small, DBE, MBE, WBE, VOSB and/or SDVOSB.
- ☐ Bidder provided small, DBE, MBE, WBE, VOSB and/or SDVOSB businesses interested in performing the solicited work with prompt access to the plans, specifications, scope of work, and requirements of the solicitation.
- ☐ Bidder made efforts to segment portions of the work to be performed by small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, including dividing sub-bid/partnership opportunities into economically feasible units/parcels, to facilitate participation.

- ☐ Bidder negotiated in good faith with interested small, DBE, MBE, WBE, VOSB and/or SDVOSB businesses.
- ☐ Bidder provided adequate rationale for rejecting any small business', DBEs, MBEs, WBEs, VOSBs or SDVOSBs for lack of qualifications.
- ☐ Bidder offered assistance in obtaining bonding, insurance, financial, equipment, or other resources to small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, in an effort to assist them in meeting project requirements.
- ☐ Bidder made efforts to expand the search for small businesses, DBEs MBEs, WBEs, VOSBs and/or SDVOSBs beyond the usual geographic boundaries.
- ☐ Bidder made other reasonable efforts to include small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs participation.

4. Bidder/Proposer must include documentation, including the date each effort was made, the medium through which each effort was made, and the outcome of each effort with this form, regardless of the level of small, DBE, MBE, WBE, VOSB and/or SDVOSB participation. Examples of required documentation include copies of email communications, copies of newspaper advertisements, or copies of quotations received from interested small businesses, DBEs, MBEs, WBEs, VOSBs or SDVOSBs.

(Click or tap here to enter text.)

For detailed information regarding outreach efforts that satisfy the MBE Program's requirements, please see "Documentation Required for Good Faith Efforts and Outreach Plans" page.

Note: The Bidder/Proposer must be willing to report the identity of each subcontractor and the value of each subcontract to MBEP if awarded a contract from this procurement.

Failure to submit the documentation requested may be cause for rejection of the bid. Bidders may include any other documentation deemed relevant to this requirement, which is subject to review by the MBE Liaison. Documentation of Good Faith and Outreach Efforts must be submitted with the bid, regardless of the proposed level of SBEs, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs participation in the procurement. If the Good Faith and Outreach Effort Form and associated documentation is not submitted with the bid response, the bid may be rejected.

The undersigned acknowledges that all information is accurate. Any misrepresentations may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

CITCO Water
Company
3/12/2025
Date

Jesse Chula
Company Representative
Director of Marketing
Title

4870-1925-6809, v. 1

RISK MANAGEMENT PROVISIONS INSURANCE AND INDEMNIFICATION

INDEMNIFICATION AND HOLD HARMLESS PROVISION

- (1) It is understood and agreed by the parties that Contractor hereby assumes the entire responsibility and liability for any and all damages to persons or property caused by or resulting from or arising out of any act or omission on the part of Contractor or its employees, agents, servants, owners, principals, licensees, assigns or subcontractors of any tier (hereinafter "CONTRACTOR") under or in connection with this agreement and/or the provision of goods or services and the performance or failure to perform any work required thereby.
- (2) CONTRACTOR shall indemnify, save, hold harmless and defend the Lexington-Fayette Urban County Government and its elected and appointed officials, employees, agents, volunteers, and successors in interest (hereinafter "LFUCG") from and against all liability, damages, and losses, including but not limited to, demands, claims, obligations, causes of action, judgments, penalties, fines, liens, costs, expenses, interest, defense costs and reasonable attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, from or by CONTRACTOR's performance or breach of the agreement and/or the provision of goods or services provided that: (a) it is attributable to personal injury, bodily injury, sickness, or death, or to injury to or destruction of property (including the loss of use resulting therefrom), or to or from the negligent acts, errors or omissions or willful misconduct of the CONTRACTOR; and (b) not caused solely by the active negligence or willful misconduct of LFUCG.
- (3) In the event LFUCG is alleged to be liable based upon the above, CONTRACTOR shall defend such allegations and shall bear all costs, fees and expenses of such defense, including but not limited to, all reasonable attorneys' fees and expenses, court costs, and expert witness fees and expenses, using attorneys approved in writing by LFUCG, which approval shall not be unreasonably withheld.
- (4) These provisions shall in no way be limited by any financial responsibility or insurance requirements, and shall survive the termination of this agreement.
- (5) LFUCG is a political subdivision of the Commonwealth of Kentucky. CONTRACTOR acknowledges and agrees that LFUCG is unable to provide indemnity or otherwise save, hold harmless, or defend the CONTRACTOR in any manner.

FINANCIAL RESPONSIBILITY

BIDDER/CONTRACTOR understands and agrees that it shall, prior to final acceptance of its bid and the commencement of any work, demonstrate the ability to assure compliance with the above Indemnity provisions and these other risk management provisions.

INSURANCE REQUIREMENTS

YOUR ATTENTION IS DIRECTED TO THE INSURANCE REQUIREMENTS BELOW, AND YOU MAY NEED TO CONFER WITH YOUR INSURANCE AGENTS, BROKERS, OR CARRIERS TO DETERMINE IN ADVANCE OF SUBMISSION OF A RESPONSE THE AVAILABILITY OF THE INSURANCE COVERAGES AND ENDORSEMENTS REQUIRED HEREIN. IF YOU FAIL TO COMPLY WITH THE INSURANCE REQUIREMENTS BELOW, YOU MAY BE DISQUALIFIED FROM AWARD OF THE CONTRACT.

Required Insurance Coverage

BIDDER/CONTRACTOR shall procure and maintain for the duration of this contract the following or equivalent insurance policies at no less than the limits shown below and cause its subcontractors to maintain similar insurance with limits acceptable to LFUCG in order to protect LFUCG against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by CONTRACTOR. The cost of such insurance shall be included in any bid:

<u>Coverage</u>	<u>Limits</u>
General Liability (Insurance Services Office Form CG 00 01)	\$1 million per occurrence, \$2 million aggregate or \$2 million combined single limit
Commercial Automobile Liability (Insurance Services Office Form CA 0001)	combined single, \$1 million per occurrence
Worker's Compensation	Statutory
Employer's Liability	\$100,000.00
Excess/Umbrella Liability	\$1 million per occurrence

The policies above shall contain the following conditions:

- a. All Certificates of Insurance forms used by the insurance carrier shall be properly filed and approved by the Department of Insurance for the Commonwealth of Kentucky (DOI). LFUCG shall be named as an additional insured in the General Liability Policy and Commercial Automobile Liability Policy using the Kentucky DOI approved forms.
- b. The General Liability Policy shall be primary to any insurance or self-insurance retained by LFUCG.

c. The General Liability Policy shall include a Products and Completed Operations endorsement or Premises and Operations Liability endorsement unless it is deemed not to apply by LFUCG.

d. LFUCG shall be provided at least 30 days advance written notice via certified mail, return receipt requested, in the event any of the required policies are canceled or non-renewed.

e. Said coverage shall be written by insurers acceptable to LFUCG and shall be in a form acceptable to LFUCG. Insurance placed with insurers with a rating classification of no less than Excellent (A or A-) and a financial size category of no less than VIII, as defined by the most current Best's Key Rating Guide shall be deemed automatically acceptable.

Renewals

After insurance has been approved by LFUCG, evidence of renewal of an expiring policy must be submitted to LFUCG, and may be submitted on a manually signed renewal endorsement form. If the policy or carrier has changed, however, new evidence of coverage must be submitted in accordance with these Insurance Requirements.

Deductibles and Self-Insured Programs

IF YOU INTEND TO SUBMIT A SELF-INSURANCE PLAN IT MUST BE FORWARDED TO LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT, DIVISION OF RISK MANAGEMENT, 200 EAST MAIN STREET, LEXINGTON, KENTUCKY 40507 NO LATER THAN A MINIMUM OF FIVE (5) WORKING DAYS PRIOR TO THE RESPONSE DATE. Self-insurance programs, deductibles, and self-insured retentions in insurance policies are subject to separate approval by Lexington-Fayette Urban County Government's Division of Risk Management, upon review of evidence of BIDDER/CONTRACTOR's financial capacity to respond to claims. Any such programs or retentions must provide LFUCG with at least the same protection from liability and defense of suits as would be afforded by first-dollar insurance coverage. If BIDDER/CONTRACTOR satisfies any portion of the insurance requirements through deductibles, self-insurance programs, or self-insured retentions, BIDDER/CONTRACTOR agrees to provide Lexington-Fayette Urban County Government, Division of Risk Management, the following data prior to the final acceptance of bid and the commencement of any work:

- a. Latest audited financial statement, including auditor's notes.
- b. Any records of any self-insured trust fund plan or policy and related accounting statements.
- c. Actuarial funding reports or retained losses.

- d. Risk Management Manual or a description of the self-insurance and risk management program.
- e. A claim loss run summary for the previous five (5) years.
- f. Self-Insured Associations will be considered.

Safety and Loss Control

CONTRACTOR shall comply with all applicable federal, state, and local safety standards related to the performance of its works or services under this Agreement and take necessary action to protect the life, health and safety and property of all of its personnel on the job site, the public, and LFUCG.

Verification of Coverage

BIDDER/CONTRACTOR agrees to furnish LFUCG with all applicable Certificates of Insurance signed by a person authorized by the insurer to bind coverage on its behalf prior to final award, and if requested, shall provide LFUCG copies of all insurance policies, including all endorsements.

Right to Review, Audit and Inspect

CONTRACTOR understands and agrees that LFUCG may review, audit and inspect any and all of its records and operations to insure compliance with these Insurance Requirements.

DEFAULT

BIDDER/CONTRACTOR understands and agrees that the failure to comply with any of these insurance, safety, or loss control provisions shall constitute default and that LFUCG may elect at its option any single remedy or penalty or any combination of remedies and penalties, as available, including but not limited to purchasing insurance and charging BIDDER/CONTRACTOR for any such insurance premiums purchased, or suspending or terminating the work.

00357187

Lexington Fayette Urban County Government (LFUCG)
Bid Specifications
Sewer Collection System Odor Control Chemical Pilot Testing

The LFUCG has issued this Bid for the sole purpose of obtaining responsive proposals and price quotes from responsible Bidders (Vendors). The work consists of providing all necessary materials, chemicals, personnel, equipment, and services for pilot testing of odor and corrosion control chemicals in LFUCG's wastewater collection system. The primary goal of this Work is to benchmark effective treatment options and associated costs that can be used by LFUCG to control odors and corrosion from hydrogen sulfide (H₂S) in the pumped sewer system. Additionally, pilot testing will allow the LFUCG to assess compatibility of proposed chemicals with existing infrastructure and processes.

The intent of this Bid is to prequalify multiple viable Vendors so that they have the opportunity to demonstrate their product(s) and ability to be a cost effective solution to sewer odor and corrosion. Bidders must be regularly engaged in supplying these products/services and have significant experience providing liquid phase odor control for municipal wastewater collection systems. Bidder(s) must be able to demonstrate its experience of providing similar Odor and Corrosion Control products/services **successfully** to at least three (3) other municipal clients. *LFUCG will only consider proposals from Bidders who demonstrate similar experience with satisfactory reference verifications.*

If selected to perform pilot testing, it can be assumed that pilot testing would last a minimum of 30 days and a maximum of 90 days. It is intended that pilot testing will likely occur in a long force main (with greater than 10 hours detention time) with two chemical feed sites available (at pump station and at a midpoint location). It would be up to the Vendor(s) selected to perform pilot testing if chemical would be fed at one or both

It should not be assumed that a prequalified vendor will be selected to perform pilot testing.

LFUCG requires that the selected bidder(s) perform the activities associated with the provision of the odor/corrosion control services of LFUCG's collection system in accordance with this agreement. Services shall be provided in a safe, secure, effective, and efficient manner and in accordance with all applicable laws, rules, and regulations. All costs for services provided shall be paid in accordance with the payment provisions as described in Bid.

SCOPE OF WORK

LFUCG will designate specific locations for pilot test applications. In designating those specific locations, LFUCG will provide both a power supply, (115 VAC, 60Hz, 1 phase), for Vendor's pumping equipment and a connection point (manhole, tap, etc.) for dosing into the collection system.

Vendor Responsibilities:

A. CHEMICAL

Provide Chemical to reduce and control odors/corrosion caused by hydrogen sulfide. The chemical shall:

- be free of any objectionable odor-producing compounds.
- be provided with quality control procedures to ensure a consistent and reliable concentration of active ingredient is supplied.

B. EQUIPMENT

Provide the following equipment for each of the two (2) feed sites:

- Suitable storage for the chemical. The chemical may be stored on the back of a flatbed truck or sitting on the ground but must be stored in a method which meets all applicable safety regulations. Storage shall be provided without making modifications to the sites.
- Chemical feed and control equipment. Vendor is responsible for mobilization and demobilization of equipment from the two sites, operation and maintenance of the chemical feed systems and adjustment of chemical dosages as approved by LFUCG.
- Equipment for continuous H₂S monitoring.

The cost for equipment (including mobilization/demobilization of equipment) shall be provided in the Mobilization Cost on the price proposal form; the cost for chemical shall be included in the Volumetric price.

C. CHEMICAL DELIVERY

1. Providing chemical will include delivery of the chemical to the designated test site(s) and maintaining sufficient volume to meet the needs of the pilot study. LFUCG employees may or may not be present during deliveries, but assistance from LFUCG should not be assumed.
2. The Vendor shall provide prompt clean-up, in accordance with Vendor provided Safety Data Sheet, of any spills made during delivery or during the test.
3. Vendor is responsible for providing the appropriate size of truck to meet the site conditions without modifications to the sites.
4. Trucks shall comply with all local, state, and federal road and highway weight restrictions and other applicable shipping regulations. All deliveries shall be accompanied by a U.S. Department of Labor Safety Data Sheet (OSHA Form 28) for the product. A Certificate of Analysis shall accompany all shipments.
5. If chemical is to be delivered into storage tanks, all hoses and fittings required to unload the truck and fill the tanks shall be provided by the Vendor.
6. Each load must be accompanied by a Bill of Lading, a certified weight ticket, and a Certificate of Analysis listing the specific gravity of the product.

D. MAINTENANCE OF EQUIPMENT

Provide all parts, tools, labor, and equipment required to keep the feed system in operation throughout the pilot study.

E. SAMPLING AND MONITORING

Provide knowledgeable, trained representatives to collect/analyze liquid samples (sulfides, pH and temperature) and monitor for H₂S. H₂S monitoring shall be provided during the Pilot study plus at least 1 week prior to and 1 week after the study. It can be assumed that H₂S monitoring will be required at a minimum of two (2) locations.

All sampling and monitoring data as well as dosage adjustments shall be documented by the Vendor and submitted to LFUCG.

F. REPORTS

Prepare a report to include all data collected prior to and during the pilot study including documentation of dosage adjustments. Provide the report summarizing results, cost analysis, and recommendations to LFUCG following the completion of the pilot study.

BID SUBMITTAL REQUIREMENTS

The following items must be submitted in response to this Bid. NOTE: If Vendor proposes more than one product, a separate Bid response must be submitted for each product.

Information to be provided in this order:

1. Company Information:

- Name of Company
- Brief narrative description of company
- Contact information for company representative

2. Product Description:

- Name and narrative description of proposed chemical

3. Safety Documentation:

- Safety Data Sheet (SDS) for proposed chemical
- Description of safe handling and storage methods

4. References:

- Contact information (name, phone number and email address) from three (3) municipal wastewater clients demonstrating your company's experience in Liquid Phase Odor Control using the proposed chemical under contract for at least two (2) years.
- Brief description of services provided to each of the three clients.

5. Pricing:

- Pricing listed as specified in the Price Proposal Form below:

Price Proposal Form			
Name of Product	Equipment plus Mobilization / Demobilization Price (\$/site)	Chemical Solution Unit Price (\$/unit)	Specify Price Units (\$/Gallon or \$/Pound)
<i>Sul-Fight FX</i>	<i>\$2,000</i>	<i>\$5.46</i>	<i>Gallon</i>

- Questions must be submitted in Ionwave



ADDENDUM #1

Bid Number: **#23-2025**

Date: February 18, 2025

Subject: **Sewer Collection System Odor Control Chemical Pilot Testing**

Address inquiries to:
Brian Marcum
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following clarifications to the above referenced Bid:

1. The electronic bid opening date has been extended to March 11, 2025, at 2:00 PM EST in Inwave.
2. The non-mandatory prebid meeting is in person and has been changed to February 26, 2025 at 10:00 AM EST 301 Jimmie Campbell Drive Lexington, Kentucky, due to impending weather.

Todd Slatin, Director
Division of Procurement

All other terms and conditions of the Bid and specifications are unchanged.
This letter should be signed, attached to and become a part of your Bid.

COMPANY NAME: CITCO Water

ADDRESS: 111 Patton Ct. Nicholasville, KY 40356

SIGNATURE OF BIDDER: [Signature]



MAYOR LINDA GORTON



LEXINGTON

TODD SLATIN
DIRECTOR
PROCUREMENT

ADDENDUM #2

Bid Number: **#23-2025**

Date: February 28, 2025

Subject: **Sewer Collection System Odor Control Chemical Pilot Testing**

Address inquiries to:
Brian Marcum
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following clarifications to the above referenced Bid:

1. The electronic bid opening date has been extended to March 18, 2025, at 2:00 PM EST in
lonwave.

Attached Prebid Powerpoint
Attached Prebid Sign in Sheet

Todd Slatin, Director
Division of Procurement

All other terms and conditions of the Bid and specifications are unchanged.
This letter should be signed, attached to and become a part of your Bid.

COMPANY NAME: CITCO Water

ADDRESS: 111 Patton Ct, Nicholasville, KY 40356

SIGNATURE OF BIDDER: [Handwritten Signature]



MAYOR LINDA GORTON



LEXINGTON

TODD SLATIN
DIRECTOR
CENTRAL PURCHASING

ADDENDUM No. 3

Bid Number: **#23-2025**

Date: March 10, 2025

Subject: Sewer Collection System Odor Control Chemical
Pilot Testing

Address inquiries to:

Q&A Module on Ion Wave

Brian Marcum
brianm@lexingtonky.gov
(859) 258-3325

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following modifications to the above referenced Bid:

Please see the attached questions and answers.

Todd Slatin, Director
Division of Central Purchasing

All other terms and conditions of the Bid and specifications are unchanged.
This letter should be signed, attached to and become a part of your Bid.

COMPANY NAME: CITCO Water

ADDRESS: 111 Patten Ct. Nicholasville, KY 40356

SIGNATURE OF BIDDER:



Our History

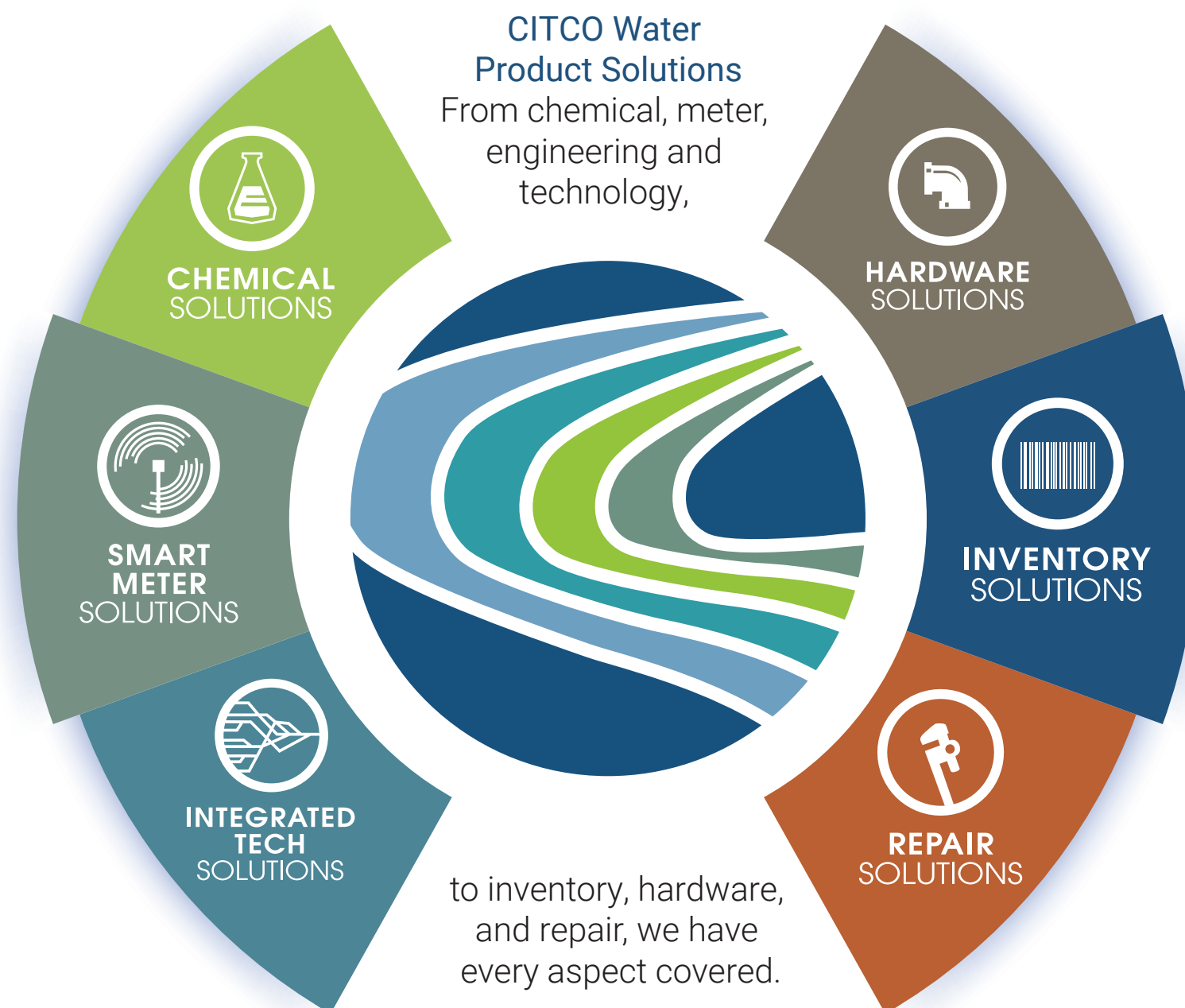
1931 - Charles Irving Thornburg created the C.I. Thornburg Company as the experts for pipe, Valves, and fittings in Huntington, West Virginia.

1958 - Web Morrison purchased the company with the vision of providing contractors and municipalities everything they need to take water from the source, deliver it to the consumer, and return it back to the source.

2020 - With Web's vision achieved, we renamed the company CITCO Water to reflect our growth and experience in the water and wastewater industry.

2025 - It's an exciting position to be in-offering our customers a vast array of products and services, from chemicals, supplies, design expertise, smart technology, upgrades, repairs, to even investing in their infrastructure at no cost to them. We now have over 180 employees and eleven full-service branches that serve West Virginia, Kentucky, Tennessee, Indiana, North and South Carolina, and Southern Ohio.

Tomorrow - We will continue to expand our products and solutions to meet our customers ever-evolving needs.



Solutions driven.

For the past 60 years, the Morrison family and generations of employees have carried out the goal by consistently developing new solutions for our customers.

Not only has CITCO Water remained family-owned and operated, we have continued the personal face-to-face customer relationships that we were founded on.

Commitment given.

At CITCO Water, we listen to our customers. We know their problems and what keeps them awake at night. We strive to develop solutions to those challenges and more. After decades of experience, we are able to anticipate problems and develop unique solutions you don't even know you need yet.

Today, if you are in the water or wastewater business, we have every solution you need—chemicals, meters, engineering and technology, inventory management, Smart City capabilities, hardware, and repair.



Jesse Chula

DIRECTOR OF MARKETING

jesse.chula@citcowater.com

MOBILE 859.200.4375

CitcoWater.com

P 800.999.3484

111 Patton Ct.

Nicholasville, KY 40356



Solutions driven.
Commitment given.

Technical Data Sheet

CitcoWater.com



CHEMICAL
SOLUTIONS



Sul-Fight FX

Next Generation Odor Control Chemistry

Sul-Fight FX was designed to treat hydrogen sulfide odor and corrosion issues in wastewater collection systems. As other chemistries focus on treating hydrogen sulfide, CITCO Water understands as collection systems expand and new 'low pressure' force main technologies increase the anaerobic environment of the wastewater, hydrogen sulfide problems continue to rise.

Sul-Fight FX works in difficult treatment environments where hydrogen sulfide and sulfates exist. CITCO Water's focus when designing Sul-Fight FX was to ensure that there is no ill effect on the wastewater treatment process.

Hydrogen Sulfide

Hydrogen sulfide is an organic acid, produced in the anaerobic digestion process. Bacteria in wastewater is searching for available oxygen for respiration. Once the environment is anaerobic and absent of available oxygen, the next available oxygen source are sulfate (SO₄) compounds..



Feed Locations

- Municipal manholes
- Collection systems
- Lift stations
- Sludge holding tanks



Applications

- Belt filter press
- Collection headworks
- Air scrubbers
- WWTPs



Factors That Influence H₂S

- Retention time
- Temperature
- Agitation & Concentration

Technical Data Sheet

CitcoWater.com



CHEMICAL
SOLUTIONS

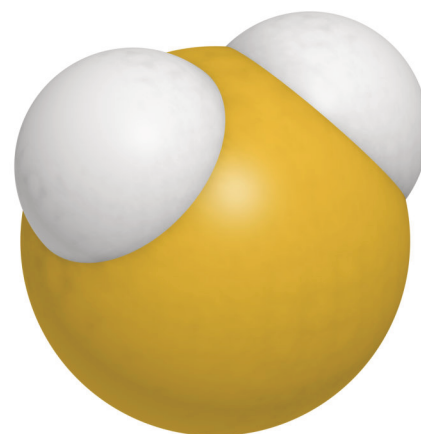


Sul-Fight FX

Next Generation Odor Control Chemistry

Sul-Fight FX is a proprietary blend of iron and nitrates. This gives Sul-Fight FX the unique ability to react in 2 specific ways.

1. It first reacts immediately with existing hydrogen sulfide producing a non-odorous byproduct. This is where technology of old stopped. As our research has proven, the conversion to hydrogen sulfide is not immediate but continuous.
2. The reaction that occurs is a preventive action of offering an oxygen compound with lesser bond strength than the S-O bond in sulfates. The anaerobic bacteria will select the most available oxygen source.



Specifications

- Specific gravity: 11.8 PPG
- Boiling point: 212 to 370°F
- pH: 4.0 - 4.4



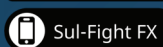
Feed Rate

Sul-Fight FX feed varies depending on the unique needs of each specific wastewater collection system.



Availability

Sul-Fight FX is available in 5-gallon pails, 55-gallon drums, 330-gallon totes, and bulk tanker deliveries.



info@CitcoWater.com
customerservice@CitcoWater.com
800.999.3484

CITCO WATER



Sul-Fight FX

SAFETY DATA SHEET

DATE PREPARED: 11/22/2021

CURRENT AS OF: 11/22/2021

SECTION 1: PRODUCT / SUPPLIER IDENTIFICATION

PRODUCT NAME: Sul-Fight FX

PRODUCT USE: Hydrogen Sulfide Prevention/Removal

MFR INFO: CITCO Water
111 Patton Ct.
Nicholasville, KY 40356

FOR EMERGENCY: (800) 424-9300

FOR INFORMATION: (859) 881-5422

SECTION 2: HAZARDS IDENTIFICATION

HAZARD SYMBOLS / STATEMENTS:



WARNING

MAY BE HARMFUL IF SWALLOWED
MAY CAUSE MILD SKIN IRRITATION
MAY CAUSE EYE IRRITATION
MAY CAUSE RESPIRATORY IRRITATION

HAZARD CLASSIFICATIONS:

ACUTE TOXICITY

SKIN IRRITATION

EYE IRRITATION

TARGET ORGAN SYSTEMIC TOXICITY

CATEGORY

3

2

2A

3

INTERPRETATION

Low

Mild

Severe Eye Irritation Possible

Respiratory Irritation Possible

PRECAUTIONARY STATEMENTS:

- CALL A POISON CENTER / PHYSICIAN IF UNWELL
- IF SKIN IRRITATION OCCURS, GET MEDICAL ADVICE
- IF IN EYES, RINSE CAUTIOUSLY WITH WATER FOR SEVERAL MINUTES – REMOVE CONTACT LENSES
- IF EYE IRRITATION PERSISTS, GET MEDICAL ADVICE
- WASH HANDS AFTER HANDLING
- USE ONLY OUTDOORS OR IN WELL VENTILATED AREAS
- AVOID BREATHING DUST
- IF INHALED, REMOVE TO FRESH AIR AND KEEP AT REST IN A POSITION COMFORTABLE FOR BREATHING
- STORE CONTAINER TIGHTLY CLOSED
- DISPOSE OF CONTENTS / CONTAINER IN ACCORDANCE WITH NATIONAL / REGIONAL / LOCAL REGULATIONS

SECTION 3: COMPOSITION / INFORMATION ON INGREDIENTS

CHEMICAL IDENTITY	SYNONYM	CAS NUMBER	CONCENTRATION (%)
Ferric Nitrate Nonahydrate		7782-61-8	20-25%
Proprietary		Proprietary	40-45%

SECTION 4: FIRST AID MEASURES

IF INHALED:	Move victim to fresh air. Seek medical attention if irritation persists.
IF ON SKIN:	Wash affected areas with soap and water. Seek medical attention if irritation persists. Wash contaminated clothing before re-use.
IF IN THE EYES:	Immediately flush with water for at least 20 minutes. Seek medical attention if irritation persists.
IF SWALLOWED:	If victim is alert and not convulsing, give one glass of water to dilute material and do not induce vomiting. Seek immediate medical attention.
SPECIAL TREATMENT:	None known
HEALTH HAZARDS:	See Section 11

SECTION 5: FIREFIGHTING MEASURES

EXTINGUISHING MEDIA:	Use media suitable for surrounding fire. No special media required.
SPECIFIC FIRE HAZARDS:	Decomposition products may be toxic.
SPECIAL FIREFIGHTING PROCEDURES:	Wear full protective clothing and positive-pressure self-contained breathing apparatus.

SECTION 6: ACCIDENTAL RELEASE MEASURES

SPILL / RELEASE PROCEDURES:	Collect spilled product and store to re-use. Contaminated product and/or environmental media should be recovered and disposed of properly.
ENVIRONMENTAL PRECAUTIONS:	Prevent spilled material from entering storm drains or water bodies.
PROTECTIVE EQUIPMENT:	See Section 8

SECTION 7: HANDLING AND STORAGE

Store in a cool, dry, well ventilated area.

SECTION 8: EXPOSURE CONTROLS / PERSONAL PROTECTIONEXPOSURE LIMITS:**HAZARDOUS COMPONENT****OSHA PEL****ACGIH TLV**

Not Applicable

PERSONAL PROTECTIVE EQUIPMENT / PROTECTION MEASURES / CONTROLS:

RESPIRATORY PROTECTION:	NIOSH approved particulate / mist respirator, if required
EYE PROTECTION:	Safety glasses with sideshields, goggles, or faceshield recommended
SKIN PROTECTION:	Long sleeves, rubber gloves recommended
VENTILATION:	Local exhaust ventilation recommended

SECTION 9: PHYSICAL AND CHEMICAL PROPERTIES

APPEARANCE/ODOR:	Clear liquid/N/A
pH:	4.0-4.4
MELTING/FREEZING POINT:	-25°F
BOILING POINT:	212°F to 370°F
FLASH POINT:	Not measured
EVAPORATION RATE (ETHER=1):	Less than 1 (butyl acetate = 1)
FLAMMABLE (SOLID, GAS):	Not applicable
VAPOR PRESSURE (Pa):	Less than 10 mmHg at 77°F
VAPOR DENSITY:	Not measured
SPECIFIC GRAVITY:	11.8 lb/gal
SOLUBILITY (IN WATER):	Not measured
PARTITION COEFFICIENT n-octanol/water (Log Kow):	Not measured
AUTOIGNITION TEMP:	Not measured
DECOMPOSITION TEMP:	Not measured
UPPER/LOWER FLAMMABILITY OR EXPLOSIVE LIMITS	Lower Explosive Limit: Not measured Upper Explosive Limit: Not measured
VISCOSITY (cSt)	Not measured

SECTION 10: STABILITY AND REACTIVITY

STABILITY:	Product is stable
CONDITIONS TO AVOID:	Excessive heat
INCOMPATIBILITY:	Strong bases, strong reducing agents
HAZARDOUS DECOMPOSITION PRODUCTS:	NO _x

SECTION 11: TOXICOLOGICAL INFORMATION

HEALTH EFFECTS: May cause irritation of the eyes, skin, respiratory tract, and gastrointestinal tract. Significant overexposure could potentially result in methemoglobinemia and nitrite poisoning. Symptoms might include cyanosis, increased pulse rates, nausea, vomiting, dizziness, headache, weakness, shortness of breath, and stupor.

CARCINOGENICITY: None of the ingredients are known / listed carcinogens.

INGREDIENT TOXICITY RANGES:

ORAL: 3,250 mg/kg

DERMAL: None listed

INHALATION: None listed

SECTION 12: ECOLOGICAL INFORMATION

This product is not known to be ecotoxic, persistent, or have the potential to bioaccumulate.

SECTION 13: DISPOSAL CONSIDERATIONS

Dispose of in accordance with all national, regional / state, and local regulations. Reuse recovered product where possible.

SECTION 14: TRANSPORT INFORMATION

This product is not regulated as a transportation hazard.

SECTION 15: REGULATORY INFORMATION

SARA SECTION 311 / 312 HAZARD CATEGORY: IMMEDIATE HAZARD

SECTION 16: OTHER INFORMATION

NFPA RATINGS:	HEALTH	1
	FLAMMABILITY	0
	INSTABILITY	0

HMIS RATINGS:	HEALTH	1
	FLAMMABILITY	0
	PHYSICAL HAZARD	0

MSDS ID NO: US001

PREPARED BY: SS

The information and data contained herein is based upon facts considered to be correct as of the date hereof. Information is supplied upon the condition that the persons receiving same will make their own determination as to its suitability for their purposes prior to use. In no event will CITCO Water be responsible for damages of any nature whatsoever resulting from the use or reliance upon this information. No representations or warranties, either expressed or implied, of merchantability, fitness for a particular purpose or of any other nature are made hereunder with respect to information or the product to which this information refers.



To: LFUCG

Re: ITB: #23-2025 Sewer Collection System Odor Control Chemical Pilot Testing

Bid Opening: 3/18/2025 at 2:00 PM – IonWave

Experience (Customer References) Sul-Fight FX:

1. Richmond Utilities (KY) – Wade Johnson – wjohnson@richmondutilities.com – (859) 358-3368.
2. Knox Chapman Utility District (TN) – Scott Prater – scott@knoxchapman.org – (865) 216-8481.
3. Lake George (IN) – Cory Armstrong – lkgeorgesewer@yahoo.com – (260) 667-4143.

Solutions driven. Commitment given.

Huntington, WV • Lexington, KY • Bowling Green, KY • Nashville, TN • Hebron, KY • S. Charleston, WV • Natrona Heights, PA • Morgantown, WV • Fort Mill, SC • Bristol, VA • Nicholasville, KY • Pineville, NC

800.999.3484

CitcoWater.com



Responsible Distribution System Procedure

Document Control #: EHSS-RD-00411
Subject: Chemical Receiving
Effective Date: 4/1/2024
Revision: Reviewed
Issue Date: 6/8/2015

CITCO Water

Reference ACD: Responsible Distribution Code IV Handling
and Storage

CEO

VP Operations

Code Coordinator

Branch Manager

1.0 Purpose

1.1 The purpose of this procedure is to maintain a standardized and documented process for chemical receiving to minimize workplace injury and ensure security of chemical shipments coming into CITCO Water

2.0 Scope

2.1 This procedure applies to all employees at all CITCO Water branches that receive inbound chemical shipments

References

Department of Homeland Security System Procedures

Alliance for Chemical Distribution (ACD: Responsible Distribution) System – Requirements

Department of Transportation

Occupational Safety and Health Administration

3.0 Responsibility and Authority

3.1 The CITCO Management Staff are responsible for the following:

- Ensuring that all CITCO employees are trained to this policy
- Ensuring that all CITCO employees are following this policy
- Conduct random audits of this policy to ensure conformance
- Provide accountability to CITCO employees for not following the standard



Responsible Distribution System Procedure

ACD

Subject:

Effective Date

Revision

Issue Date:

4.1

Chemical Receiving

4/1/2024

Reviewed

6/8/2015

CITCO Water

Reference ACD: Responsible Distribution Code IV Handling
and Storage

Page 2 of 3

3.0 Responsibility and Authority cont.

3.1 The CITCO Management Staff are responsible for the following: cont.

- Developing and disseminating effective training modules regarding chemical receiving safety and security
- Conducting random audits to ensure conformance to the standards identified within this procedure
- Assist CITCO branch managers in training employees to conform to the standard
- Investigate and implement industry best practices for chemical receiving
 - CITCO Huntington: Warehouse Manager
 - CITCO Lexington: Warehouse Manager
 - CITCO Bridgeport: Branch Manager
 - CITCO Bowling Green: Branch Manager
 - CITCO Nashville: Branch Manager

3.2 CITCO employees are responsible for the following:

- Employees are responsible for knowing and following the chemical receiving policy and procedure
- Reporting any suspicious packaging, deliveries or drivers to CITCO branch management immediately

4.0 Procedure

4.1 Chemical Receiving

4.1.1 Receiving chemicals into the facility must be visually inspected for the following:

- Driver Identification
- Proper shipping papers with recipient and correct address
- Bill of Lading for proper quantities per CITCO purchase order
- Proper material and quantities on the shipper BOL versus the purchase order
- Inspect all bungs, valves, tamperproof caps, safety caps, chemical identification labels, or lids must be inspected to ensure that the chemicals have not been leaked or been tampered with



Responsible Distribution System Procedure

ACD
Subject:
Effective Date
Revision
Issue Date:

4.1
Chemical Receiving
4/1/2024
Reviewed
6/8/2015

CITCO Water

Reference ACD: Responsible Distribution Code IV Handling
and Storage

Page 3 of 3

4.1.2 Before unloading process begins ensure the following:

- Ensure that delivery truck has wheels chocked before entering with forklift
- Verify the BOL for accuracy of the inbound shipment
 - If shipment is a tanker load of bulk chemical, the BOL should be verified that the tanker contents matches the BOL and it matches the inbound chemical tank before the transfer hose is secured
 - Once the transfer hose has been secured, the operator should verify that there are no leaks or other potential hazards exist around the work area
 - The driver shall stay in the vicinity of where the chemicals are being transferred until the tanker is empty.
- Chemical shipments being received in mini-bulk totes, drums, cylinders, pails etc. the CITCO team member will unload using forklift and proper equipment and will place in proper location.
- The CITCO checklist for Receiving Hazardous Material and Reporting Suspicious Packages (**CITCO Form 003**) must be completed and turned in to Warehouse Manager on each chemical shipment involving Chemicals of Interest (COI) to be compliant with DHS Corporate Policy.
- Once paperwork is complete the packing slip and **CITCO Form 003** must be turned in to the appropriate staff member for receiving in the system.





Responsible Distribution System Procedure

Document Control #: EHSS-RD-004I3
Subject: Chemical Storage
Effective Date: 4/1/2024
Revision: Reviewed
Issue Date: 5/18/2015

CITCO Water

Reference ACD: Responsible Distribution Code IV Handling
and Storage

CEO

VP Operations

Code Coordinator

Branch Manager

1.0 Purpose

1.1 The purpose of this procedure is to provide information and procedures to assure chemicals are stored safely at CITCO Water and are in compliance with local, state and federal regulations, standards and guidelines. Safe chemical storage is an essential step in the safe management of hazardous chemicals. Proper storage involves assessing what you have, determining basic storage requirements, establishing optimum compatible groupings, dating items with shelf-life, and making routine assessments of chemicals in storage, removing chemicals that are no longer needed.

2.0 Scope

2.1 This SOP pertains to the storage of chemicals at CITCO Water and all of its branch locations.

References

Department of Homeland Security System Procedures

Alliance for Chemical Distribution (ACD: Responsible Distribution) System – Requirement

Department of Transportation

Occupational Safety and Health Administration



Responsible Distribution System Procedure

ACD

Subject:

Effective Date

Revision

Issue Date:

4.I

Chemical Storage

4/1/2024

Reviewed

5/18/2015

CITCO Water

Reference ACD: Responsible Distribution Code IV Handling
and Storage

Page 2 of 3

3.0 Responsibility and Authority

3.1 The CITCO Management Staff are responsible for the following

- Providing general chemical training and HAZCOM training through JJ Keller online training as well as on the job training.
- Maintaining up to date guidance pertaining to compatible storage of chemicals.
- Addressing questions or concerns pertaining to chemical storage.
- Assisting with inspections of chemical storage during DHS or EPA inspections or when requested.
- Ensuring chemicals are stored safely at all CITCO Branch locations using the guidance in this SOP.
- Ensuring all personnel are informed of the chemical storage rules and practices established for CITCO Water and assuring they apply the information.
- Ensuring the daily review of chemical storage at each branch location and assuring problems found are corrected immediately. Document on **CITCO Form 002 COI Daily Inventory-Warehouse Management Security Checklist**.
- Assisting CITCO Branch Management teams in addressing chemical storage concerns
- Periodically inspecting chemical storage at all CITCO Branch locations and notifying CITCO Management staff of problems found so that they can be corrected or prevented.
- Assisting CITCO Branch Management with chemical storage. Specific duties may include identifying chemical storage needs and implementing good chemical storage practices.
 - CITCO Huntington: Warehouse Manager
 - CITCO Lexington: Warehouse Manager
 - CITCO Bridgeport: Branch Manager
 - CITCO Bowling Green: Branch Manager
 - CITCO Nashville: Branch Manager

CITCO employees are responsible for the following:



Responsible Distribution System Procedure

ACD
Subject:
Effective Date
Revision
Issue Date:

4.I
Chemical Storage
4/1/2024
Reviewed
5/18/2015

CITCO Water

Reference ACD: Responsible Distribution Code IV Handling and Storage

Page 3 of 3

4.0 Procedure

4.1 General Chemical Storage Guidelines

- Keep chemical stocks to a minimum and do not order or maintain excess quantities of any hazardous chemicals.
- When ordering new hazardous chemicals, make sure you have the capability of storing those chemicals safely. Review Safety Data Sheets (SDS) before ordering for information on storage.
- Store all hazardous chemicals in their proper containers and ensure they are in good condition (i.e. Valves, lids and bungs are checked).
- Make sure all containers are labeled properly and are oriented so label is visible.
- Document the date of chemicals such as peroxide formers or chemicals that degrade over time when received. Look at labels for expiration date.
- Store hazardous chemicals in groups based on compatibility:
 - Compatibility guidance is located in **JJ Keller Chemical Segregation Chart**.
- Read chemical labels and the SDS for specific storage instructions.

5.0 Chemical Segregation

- Group chemicals according to their hazard category (i.e., corrosives, flammables, toxins, etc.) not alphabetically, and separated by some sort of physical barrier.
- Separate acids from bases and inorganic acids or bases from organic acids or bases.
- Time sensitive chemicals, such as those that form peroxides, should not be kept longer than twelve months from purchase or six months after opening.
- Refer to **JJ Keller Chemical Segregation Chart**.



Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: Executives/Senior Level Officials and Managers											
1.1A - Executives											
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Executive Officer	15	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Chief Operating Officer	21	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Chief Financial Officer (+)	21	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Chief Executive Officer (+)	21	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Summary of 1.1A - Executives		4	3	3	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Plan Date: 01/01/2025

EEO: Executives/Senior Level Officials and Managers												
1.1B - Top Officials												
Title	Salary	Total	Male		White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Chief Procurement Officer (+)	10	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Chief Values Officer (+)	12	1	0	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0		
Controller	12	1	0	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0		
Chief Sales Officer (+)	14	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Chief Technology Officer	15	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
VP of Corporate Development (+)	18	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Summary of 1.1B - Top Officials		6	4	4	0	0	0	0	0	0	0	0
			2	2	0	0	0	0	0	0		

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: First/Mid-Level Officials and Managers												
1.2A - Officials and Sr Managers												
Title	Salary	Total	Male		White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
			Female									
Customer Experience Manager (+)	07	1	0	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0	0
CLEAN Programs/Water Chemistry Brand Manager	07	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Regional Municipal Sales Manager (+)	08	3	3	3	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Director of Safety and Compliance (+)	09	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
VP of Operations - Aulick (+)	11	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Regional Director of Operations (+)	11	3	3	3	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Chief Revenue Officer - Aulick (+)	11	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Smart Infrastructure Brand Manager (+)	11	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Engineered Solutions Brand Manager	14	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Contractor Sales Brand Manager (+)	14	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
President - Aulick (+)	20	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Plan Date: 01/01/2025

EEO: First/Mid-Level Officials and Managers												
1.2A - Officials and Sr Managers												
Title	Salary	Total	Male		White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Summary of 1.2A - Officials and Sr Managers		15	14		14	0	0	0	0	0	0	0
			1		1	0	0	0	0	0	0	

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Plan Date: 01/01/2025

EEO: First/Mid-Level Officials and Managers											
1.2B - Managers											
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Systems Manager (+)	07	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
GM-Aulick (+)	08	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Branch Manager (+)	09	7	7	7	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Summary of 1.2B - Managers		9	9	9	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Plan Date: 01/01/2025

EEO: Professionals											
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Human Resources Generalist (+)	05	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Procurement Specialist	05	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
TAP Intern	06	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Staff Accountant	06	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Branch Coordinator (+)	06	2	1	1	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Branch Office Manager (+)	07	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Network Manager/IT Specialist (+)	07	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Senior Procurement Specialist (+)	07	2	1	1	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Marketing Director (+)	07	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
CITCO Care Brand Manager	08	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
Sales Engineer	09	2	2	2	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0
PLC Programmer (+)	09	1	1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Plan Date: 01/01/2025

EEO: Professionals											
Title		Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More
Business Development Manager		09	1	0	0	0	0	0	0	0	0
				1	1	0	0	0	0	0	0
Integration and Solutions Specialist		11	1	1	1	0	0	0	0	0	0
				0	0	0	0	0	0	0	0
Summary of 2A - Professionals			17	10	10	0	0	0	0	0	0
				7	7	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: Technicians											
3A - Technicians											
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Drafting	06	1	1	1	0	0	0	0	0	0	0
Summary of 3A - Technicians		1	1	1	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: Sales Workers												
4A - Sales Workers												
Title	Salary	Total	Male		White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Contractor Sales Representative (+)	05	4	4	4	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Customer Support Representative (+)	06	2	2	2	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Inside Sales Representative (+)	06	5	3	3	0	0	0	0	0	0	0	0
			2	2	0	0	0	0	0	0		
Sales Assistant (+)	06	1	1	0	0	1	0	0	0	0	0	1
			0	0	0	0	0	0	0	0		
Project Estimator (+)	07	5	5	4	1	0	0	0	0	0	0	1
			0	0	0	0	0	0	0	0		
Senior Project Estimator (+)	07	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Municipal Sales Representative (+)	07	13	12	11	1	0	0	0	0	0	0	1
			1	1	0	0	0	0	0	0		
Chemical Solutions Technical Specialist (+)	07	6	5	5	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0		
Project Manager (+)	08	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Sensus Specialist (+)	08	3	3	3	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		
Customer Service/Inside Sales Support (+)	08	1	1	0	0	1	0	0	0	0	0	1
			0	0	0	0	0	0	0	0		
Sales Director (+)	21	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0		

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: Sales Workers											
4A - Sales Workers											
Title	Salary	Total	Male		Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
			Female	White							
Summary of 4A - Sales Workers		43	39	35	2	2	0	0	0	0	4
			4	4	0	0	0	0	0		

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Plan Date: 01/01/2025

EEO: Sales Workers											
4B - Sales Workers Specialists											
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Sensus Specialist Project Manager (+)	08	1	1	1	0	0	0	0	0	0	0
Summary of 4B - Sales Workers Specialists		1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Plan Date: 01/01/2025

EEO: Administrative Support Workers											
5A - Administrative Support											
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Office Intern	03	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Office Administrator (+)	04	1	0	0	0	0	0	0	0	0	1
			1	0	0	0	1	0	0	0	0
Customer Billing Specialist	04	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Accounts Receivable Specialist	04	1	0	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0
Accounts Payable Specialist (+)	05	2	1	0	1	0	0	0	0	0	1
			1	1	0	0	0	0	0	0	0
Summary of 5A - Administrative Support		6	1	0	1	0	0	0	0	0	2
			5	4	0	0	1	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: Craft Workers												
6A - Craft Workers												
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority	
Mechanical Service - Trainee	04	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
PM Program Technician (+)	04	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Systems Technician (+)	05	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Electrical Instrumentation Technncian-Trainee	06	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Electrical Instrumentation Technician-Class B	06	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Mechanical Serviceman-Class B (+)	06	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Senior Systems Technician (+)	06	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Electrical Instrumentation Technician (+)	07	3	2	2	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0	0
Mechanical Serviceman-Class A	07	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Summary of 6A - Craft Workers		11	10	10	0	0	0	0	0	0	0	0
			1	1	0	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: Operatives												
7A - Operatives												
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority	
Assistant Manufacturing Operator (+)	04	2	2	2	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Manufacturing Operator (+)	04	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Manufacturing Team Lead (+)	05	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Operations Team Leader (+)	05	1	1	0	1	0	0	0	0	0	0	1
			0	0	0	0	0	0	0	0	0	0
Warehouse/Driver (+)	05	5	5	4	1	0	0	0	0	0	0	1
			0	0	0	0	0	0	0	0	0	0
Warehouseman/Driver (+)	05	11	11	8	2	0	0	0	0	1	0	3
			0	0	0	0	0	0	0	0	0	0
Truck Driver (+)	06	9	9	9	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Driver/Warehouse (+)	06	11	11	10	1	0	0	0	0	0	0	1
			0	0	0	0	0	0	0	0	0	0
Senior Warehouse (+)	06	6	6	6	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Warehouse/Driver Team Leader	06	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0
Warehouse Supervisor-Counter Sales (+)	06	1	1	1	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

EEO: Operatives											
Title	Salary	Total	Male Female	White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Summary of 7A - Operatives		49	49	43	5	0	0	0	1	0	6
			0	0	0	0	0	0	0	0	

(+) indicates this job contains employees who are included from another facility.

Job Group Analysis

Plan Date: 01/01/2025

CITCO Water (C.I. Thornburg Co)
Huntington, WV

Title		Total	Male		White	Black	Hispanic	Asian	Pacific Islander	Native American	Two or More	Minority
Summary		162	141	130	8	2	0	0	0	1	0	12
			21	20	0	0	1	0	0	0	0	

(+) indicates this job contains employees who are included from another facility.