

**INVITATION FOR POLYMER TESTING  
GRAVITY BELT THICKENER  
(\*\*this is not a bid\*\*)**

**MUDDY CREEK WASTEWATER TREATMENT PLANT  
WINSTON-SALEM, NC 27127**

Interested vendors are invited to have their neat emulsion polymer product(s) tested by contacting the plant representative listed below to schedule a testing date. The Utility Division reserves the right to reject any request for cause, scheduling conflicts, or for inquiries after the deadline. The Utility Division reserves the right to cancel any testing in progress if problems are encountered or due to perceived or imminent harm to the chemical system.

**The RSVP deadline for requesting a TESTING DATE is 5:00 PM, October 3, 2025, and must be made in writing to [PaulM@cityofws.org](mailto:PaulM@cityofws.org).** Inquiries for testing after this date will not be accepted. Testing dates will be assigned on a first-come, first-served basis. The testing procedure requires a system shutdown and laboratory availability; therefore, testing must be scheduled well in advance. In case of failure or stoppage during testing, Utilities reserves the right to grant only one re-test date.

**All testing must be completed between September 25 and October 31, 2025.** *Not later than December 12, 2025, vendors will be notified by letter from City/County Utilities regarding approval of their polymer product and the quantity required for their product to meet the City's specifications. Likewise, vendors who do not achieve approval of their product will be notified by letter. The actual bidding of polymer product will be conducted in February/March 2026 with the contract for annual supply of polymer to begin July 1, 2026.*

**Only pre-approved vendors will be considered for award of a contract!**

Technical questions and/or instructions for testing may be obtained by contacting the City's Representatives below in writing. The End of Question Period is 5:00 PM, September 25, 2025.

Plant Representative:

***Paul Morrison***

Muddy Creek WWTP

Senior Utilities Plant Supervisor

(336) 397-7679

[PaulM@cityofws.org](mailto:PaulM@cityofws.org)

***Heath Petree***

Archie Elledge WWTP

Senior Utilities Plant Supervisor

(336) 397-7600

[Kristopherp@cityofws.org](mailto:Kristopherp@cityofws.org)

Purchasing agent:

***Jessica Ferris-Irick***

City/County Purchasing

(336) 747-6929

[jessicafi@cityofws.org](mailto:jessicafi@cityofws.org)

**\*\*subject to change in future bid package\*\***

## **DETAILED SPECIFICATIONS**

### **GRAVITY THICKENER**

(Neat Emulsion Polymer)

#### **CERTIFICATIONS REQUIRED**

1. Only pre-approved polymers, as tested by the City of Winston-Salem, will be accepted.
2. Vendors whose product has been pre-approved by the City of Winston-Salem will receive a letter identifying the product and quantity required to meet the City's specifications.

#### **TESTING REQUIREMENTS AND CHARACTERISTICS**

1. Only one vendor's polymer will be allowed for the performance trial.
2. Vendors must make themselves thoroughly familiar with the equipment, operation, and conditions under which the neat emulsion polymer is used. Vendors may Jar Test the bio-solids using their own testing equipment and sample containers while on site.
3. Vendors must supply a sufficient quantity of neat emulsion polymer to meet the performance trial timeline. Specialty connections other than standard tote containers must be provided by vendor.
4. Once properly mixed, one hour will be allowed for the bidder to ensure the Thickener is tuned for peak performance to run their product. The following two hours will be run at a set feed rate established by the bidder without any further process adjustments. Samples will be collected, documented, and tested by the city. Results will be provided to each qualified vendor to be used in the upcoming polymer bids.
5. Delivery of polymers to be tested must be arranged with Plant Supervisor, Paul Morrison, so product will be on site in time for vendors scheduled performance test date.

## **PACKAGING AND DELIVERY AFTER BID IS AWARDED**

1. Vendors shall bid a firm unit price. The unit price shall include all shipping and delivery charges to the plant site; no fuel surcharges or special handling charges will be paid in addition to the contract price.
2. A delivery receipt (gross, tare and net) shall accompany each load for purposes of determining the weight of product delivered. Each certified weight ticket shall be from a facility that holds a current North Carolina Public Weigh Master license and shall be certified as such. It is acceptable to submit a pre- and post-delivery weight ticket for payment.
3. Any exceptions to any specifications must be fully explained in an accompanying letter.
4. A certificate of analysis shall accompany each load delivered.
5. The supplier's price shall include all shipping and delivery charges to the plant site; no fuel surcharges or special handling charges will be paid in addition to the contract price.
6. Delivery instructions will be given when the Warehouse Staff places an order. Questions concerning delivery/billing should be directed to the following personnel:

Seth Burcham, Utilities Warehouse Manager, at  
(336) 397-7630 or by e-mail to  
[SethB@cityofws.org](mailto:SethB@cityofws.org)

7. The material shall be delivered on an "as-needed" basis. All deliveries will be to the Muddy Creek Wastewater Treatment Plant at 4561 Cooper Road in Winston-Salem NC, 27127 and be in **quantities of 250-gallon totes**. Deliveries will only be accepted between 7:00am and 2:00pm, unless special arrangements have been made ahead of time with the Plant Supervisor.
8. The Commission reserves the right to analyze the material upon arrival at destination and reject the same for failure to meet any one or more of the above specifications. All freight charged on rejected material is to be paid by the supplier.

### Timeline:

October 3, 2025 – RSVP deadline to request onsite testing  
September 25 to October 31, 2025 – onsite testing window  
October 31, 2025 - all onsite testing must be completed by this date  
December 12, 2025 – approx. date of approval/rejection of testing results  
February 16, 2026 – approx. release date of polymer bid  
March 13, 2026 – approx. due date for polymer bid  
May 11, 2026 – award of polymer contract  
July 1, 2026 – start date for new polymer contract