

ORANGE WATER AND SEWER AUTHORITY

REQUEST FOR BIDS

BID TITLE:

Liquid Chromatography – Tandem Mass Spectrometer (LC-MS/MS)

DATE OF ISSUE: September 15, 2025

BID OPENING DATE: October 8, 2025 TIME: 2:00 PM

LOCATION:

ORANGE WATER & SEWER AUTHORITY
400 JONES FERRY ROAD
CARRBORO, NORTH CAROLINA 27510
PHONE: (919) 968-4421

NOTICE AND INSTRUCTIONS TO BIDDERS

Bids will be received by the Orange Water and Sewer Authority (hereinafter referred to as OWASA), to provide a liquid chromatography – tandem mass spectrometer and associated materials (hereinafter referred to as LC-MS/MS) as specified in this Request for Bids (hereinafter referred to as RFB) until 2:00 PM on October 8, 2025 at OWASA, 400 Jones Ferry Road, Carrboro NC 27510.

Bids must be submitted showing unit price fully extended on the Bid Sheet in an envelope addressed to the Formal Bid Opening, Liquid Chromatography – Tandem Mass Spectrometer; Orange Water and Sewer Authority, Attention Chris Gibbons, 400 Jones Ferry Road, Carrboro NC 27510.

Award shall be made to the lowest responsive, responsible bidder, taking into account the quality, performance and time specified in the request for RFB for the performance of the contract.

All materials and equipment must meet all OWASA standard specifications and be the kind and type specified, or an approved equivalent. Quoted price shall include any sales or usage taxes.

All bids shall be valid for a period of 60 days pending OWASA Executive Director's approval or awarding of a contract.

All bids shall be notarized. Bidders responding to this RFP are hereby notified that NC General Statutes relating to letting of bids will be observed in receiving bids and awarding contract.

All equipment quoted will be new and conform to the specifications.

All bids shall include delivery to OWASA and schedule of delivery. Bidder must be able to deliver and fully install and commission the equipment by June 30, 2026. Failure to provide equipment this date may be considered non-responsive.

Acknowledgement of addenda is required. Failure to do so may be considered non-responsive.

Bidder must meet all the above requirements for bid to be considered.

OWASA reserves the right to reject any or all bids, to waive informalities, and to accept any bid which, in the opinion of OWASA, appears to be in its best interest.

This RFB and all Bidder responses are considered public information, except for trade secrets specifically identified in writing by the Bidder, which will be handled according to State Statute or other laws. Any section of the Bidder's response package that is deemed to be a trade secret by the Bidder shall be submitted in a separate envelope clearly marked "TRADE SECRET INFORMATION- DO NOT DISCLOSE."

For any questions regarding this bid, please contact [Chris Gibbons at cgibbons@owasa.org](mailto:cgibbons@owasa.org).

Attachment A

Orange Water and Sewer Authority

Specifications for Equipment.

Orange Water and Sewer Authority (OWASA) is soliciting bids from qualified vendors for the purchase, installation, and commissioning of a **Liquid Chromatography–Tandem Mass Spectrometer (LC-MS/MS)** system. The instrument will support the utility's water resources laboratory in detecting and quantifying regulated and emerging contaminants in drinking water in accordance with EPA Method 533, EPA Method 1633, EPA Method 544, and EPA Method 1694.

1. General Requirements

The successful vendor shall provide:

- A complete LC-MS/MS system, including chromatography unit, triple quadrupole mass spectrometer, autosampler, computer workstation, nitrogen generator, software, and start-up materials for EPA Method 533.
- Installation, calibration, and verification of system performance.
- Method development support for EPA-approved drinking water analyses (e.g., per- and polyfluoroalkyl substances (PFAS), pharmaceuticals, algal toxins).
- On-site staff training for laboratory analysts for a minimum of 3 days, including identification of the number of staff to be trained, format of instruction (hands-on, classroom, or virtual), and availability of refresher training sessions within the warranty period.
- Warranty and service support for a minimum of 3 years, commencing upon successful acceptance testing, with guaranteed on-site response times of no more than 5 business days and confirmed availability of spare parts.

2. Technical Specifications

- System must be suitable for trace-level detection of organic contaminants in drinking water to 2 parts per trillion (ppt).
- System must include both LC and tandem MS modules fully integrated with vendor-supported software.
- Capable of compliance with relevant EPA, ISO, or state drinking water test methods.

Chromatography (LC)

- Ultra-high-performance liquid chromatography (UHPLC) system with capacity for at least 4 columns.
- Multisampler that can withstand 1300 bar pressure with capacity for at least 2 plates and 96 vials.
- High speed pump (5 ml/min) with 1300 bar capability and at least 2 solvent channels.
- Column oven with programmable temperature control.
- Solvent start-up kit for EPA Method 533.

Mass Spectrometer (MS)

- Triple quadrupole configuration.
- Ion source that is optimized for identification of individual PFAS compounds while reducing background noise.
- Compatible with nitrogen gas.
- Mass range: 2–3,000 m/z or similar.
- Sensitivity sufficient to detect PFAS analytes down to 2 parts-per-trillion (ppt) in drinking water.
- Source compatibility: Electrospray Ionization (ESI) in positive and negative modes.

Software & Data Handling

- Data acquisition and peak identification analysis software with secure audit trails.
- User access controls compliant with laboratory QA/QC requirements.
- Capability to generate electronic records and print data summary reports.
- Includes PFAS MRM database with native and labeled analytes for all compounds in EPA Methods 533 and 1633.
- Offer software updates periodically for optimal performance and compound identification.
- Perform software demo on-site.

Accessories

- Multicolumn thermostat.
- Nitrogen generator.
- Mass spec bench of sufficient size and weight limitations to support the LC-MS/MS system.
- SPE vacuum manifold for preparing PFAS samples.
- Columns sufficient for EPA Method 533 PFAS analysis.
- EPA Method 533 start-up kit, including performance standards, dilution standards, calibration standards, cartridges, tubes, caps, PFC-free tubing, reagents, racks, adapters, etc.

3. Vendor Responsibilities

- Provide delivery and complete installation of unit by June 30, 2026 in the Jones Ferry Road Water Treatment Plant at 400 Jones Ferry Road, Carrboro NC.
- Provide on-site holding of unit until delivery is requested by OWASA due to ongoing lab modifications to support the installation of the unit.
- Provide a detailed delivery, installation, and commissioning schedule.
- Perform operational qualification (OQ) and performance verification tests.
- Deliver comprehensive training to laboratory staff (minimum 3 days onsite).
- Assist with running actual samples to ensure system performance after installation.
- Provide complete documentation, including user manuals, service manuals, and SOP templates.
- Warranty and service support for a minimum of 3 years, with industry appropriate response times for on-site visits (typically within 3-5 business days).
- Offer technical support over the phone for instrument-related issues.

4. Bid Submission Requirements

Vendors must submit bids containing the following:

1. **Company Information** – Name, address, years in business.
2. **Technical Bid**– Detailed description of equipment offered, including specifications, optional features, and compliance with Section 3 requirements.
3. **Implementation Plan** – Delivery, installation, training, and method development timeline.
4. **Cost Bid**– Itemized pricing for equipment, installation, training, service contracts, and optional accessories.
5. **References** – Contact information for at least three municipalities or utilities currently using similar LC-MS/MS systems supplied by the vendor, including contact names and phone numbers.
6. **Warranty & Service** – Detailed coverage terms, guaranteed maximum on-site response times (no more than 5 business days), spare parts availability, and escalation procedures for unresolved issues.

Award will be made to the lowest responsive, responsible bidder whose bid not only meets or exceeds all technical specifications, but also demonstrates responsibility through verifiable references, technical capability, and service commitments as outlined in the Bid Submission Requirements.

5. Administrative Information

- **Deadline for Questions:** October 3, 2025 5PM
- **Bid Due Date:** October 8, 2025 2PM
- **Submission Method:** Two (2) hard copy, sealed bids must be delivered to the following address:

Orange Water and Sewer Authority
Attention: Chris Gibbons, Laboratory Supervisor
400 Jones Ferry Road
Carrboro, NC 27510

- **Contact for Questions:**

Chris Gibbons
Laboratory Supervisor
cgibbons@owasa.org
919-537-4209

Bid Sheet

To: Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, NC 27510

The undersigned, as the bidder, hereby declares that this bid is made without connection to any other person, company, or parties making a similar bid and that the bid is in all respects fair and in good faith, without collusion or fraud.

The bidder has carefully examined the specifications and instructions to bidders and hereby declares that bidder will furnish the equipment called for in the manner prescribed in the specifications and instructions to bidders for the following price:

Total Lump Sum Price (\$): _____ (please do not include sales tax)

Include detailed breakdown as support (required)

Name of Business Submitting Bid

Signature of Authorized Representative/Title

Print Name

Address

Email Address of Representative

Orange Water and Sewer Authority
Finance Department
400 Jones Ferry Road
Carrboro, NC 27510
ap@owasa.org

Name (as reported on your income tax return) _____

Business Name _____ Federal ID# _____ or SS# _____

Check one of the following:

Corporation Sole Proprietorship Partnership Other _____

Order Address

Street _____

PO Box _____

City _____

State _____

Zip Code _____

Contact Person _____

Phone Number _____

Fax Number _____

Terms _____

Payment Address

Street _____

PO Box _____

City _____

State _____

Zip Code _____

Contact Person _____

Phone Number _____

Fax Number _____

Discount _____

E-Mail Address _____

Are you related to or have a professional relationship with any OWASA employee? Yes No
(If you answered yes, the Relationship Vendor Form should be completed and included with this bid)

Are you a minority business enterprise? Yes No

If you answered yes, please check the appropriate box:

African-American Hispanic

American Indian Female

Asian American

Socially and economically disadvantaged as defined in 15 U.S.C. 637

Product(s) and/or Service(s)

Please list the type product(s) and/or service(s) that your company can provide:

Signature: _____ Title: _____

Orange Water and Sewer Authority
Finance Department
400 Jones Ferry Road
Carrboro, NC 27510

**Relationship Vendor
Form**

If you are related to or have a professional relationship with any employee of Orange Water and Sewer Authority, this form must be completed and included with this bid.

Vendor Information:

Name: _____

Address: _____

Related OWASA employee: _____

Relationship to employee: _____

We agree that our relationship will not hinder or corrupt our professional relationship with Orange Water & Sewer Authority.

Vendor Signature

Date

OWASA Employee Signature

Date

Orange Water and Sewer Authority is aware and understands these parties have a relationship with each other. The decision to authorize the use of this vendor was not influenced in any manner by the relationship referenced above.

Department Manager

Date

Finance Officer

Date

E-VERIFY AFFIDAVIT

I, _____ (the individual attesting below), being duly authorized by and on behalf of _____ (the entity identified as the "Employer") after first being duly sworn

hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with Article 2 of Chapter 64 of the North Carolina General Statutes.
2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with Article 2 of Chapter 64 of the North Carolina General Statutes.
3. Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer for specified contracts subject to E-Verify entered into with the Orange Water and Sewer Authority.

This _____ day of _____, _____.

Signature of Affiant

Print or Type Name: _____

State of _____ County of _____

Signed and sworn to (or affirmed) before me, this the _____ day of _____, _____.

My Commission Expires:

Notary Public

(Affix Official/Notarial Seal)

Name of Counterparty:



CERTIFICATION REGARDING CONFLICT OF INTEREST

The Submitter is required to certify that performance of the work will not create any conflicts of interest or disclose any actual or potential conflicts of interest by completing and signing one of the following statements:

All Vendors should be aware of OWASA’S Code of Ethics, which prohibits OWASA Employees and Board Members from having certain relationships with persons or entities conducting (or proposing to conduct) business with OWASA and which prohibits the acceptance of gifts from Vendors. If the Vendor has an actual or potential conflict, the Vendor shall disclose any Conflict of Interest that may exist.

Conflicts of Interest (Potential or actual) will be evaluated by OWASA’S General Counsel to determine the proper course of action. Failure to comply with the provisions established above may render the vendor ineligible to participate in OWASA’S procurement process.

The Submitter hereby discloses no conflicts of interest.

DATE: _____

AUTHORIZED SIGNATURE: _____

TITLE: _____

SUBMITTER/COMPANY NAME: _____

OR

The Submitter hereby discloses the following circumstances that could give rise to a conflict of interest for the Submitter, any affiliates, any proposed subconsultants, and key personnel of any of these organizations. (Attach additional sheets as needed.)

Name of the Individual/Company to which potential conflict of interest might apply:

Nature of potential conflict of interest:

Proposed Remedy:

DATE: _____

AUTHORIZED SIGNATURE: _____

TITLE: _____

SUBMITTER/COMPANY NAME: _____

RFP Number (if applicable): _____

Name of Vendor or Bidder: _____

**IRAN DIVESTMENT ACT CERTIFICATION
REQUIRED BY N.C.G.S. 143C-6A-5(a)**

As of the date listed below, the vendor or bidder listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4.

The undersigned hereby certifies that he or she is authorized by the vendor or bidder listed above to make the foregoing statement.

Signature _____ Date _____

Printed Name _____ Title _____

Notes to persons signing this form:

N.C.G.S. 143C-6A-5(a) requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. 143C-6A-5(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer's Final Divestment List.

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address www.nctreasurer.com/Iran and will be updated every 180 days.

Companies Boycotting Israel Divestment Act Certification Form

RFP/RFQ Number (if applicable): _____

Name of Contracting Party or Bidder: _____

**COMPANIES BOYCOTTING ISRAEL DIVESTMENT ACT CERTIFICATION
REQUIRED BY N.C.G.S. §147-86.81 *et seq.* ***

Pursuant to N.C.G.S. §147-86.81, any person identified as engaging in a boycott of Israel, as defined by this Act. In addition, State agencies must divest from investments in such restricted companies, determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.81, is ineligible to contract with the State of North Carolina or any political subdivision of the State.

As of the date listed below, the supplier or bidder listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. §147-86.81.

The undersigned hereby certifies that he or she is authorized by the contracting party or bidder listed above to make the foregoing statement.



Signature Date

Printed Name Title

N.C.G.S. §147-86.81 requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. § 147-86.81(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer's Final Divestment List.

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at: <https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Divestment-Acts-Resources.aspx> and will be updated every 180 days.

* Note: Enacted by Session Law 2017-193 as N.C.G.S. §147-86.81 *et seq.*



NON-COLLUSION AFFIDAVIT

The prequalified bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the prequalified bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the prequalified bidder intends to do the work with its own bonafide employees or subcontractors and will not bid for the benefit of another contractor.

By submitting this non-collusion affidavit, the Contractor certifies, under penalty of perjury according to North Carolina law, their compliance with non-collusion standards. This affidavit affirms the Contractor's adherence to the required non-collusion guidelines without any exceptions.

SIGNATURE OF PREQUALIFIED BIDDER

Name of Prequalified Bidder _____
Print or type name

Address as Prequalified _____

Signature of Prequalified Bidder _____
Print or type Signer's Name

Signature of Witness _____
Print or type Signer's name

AFFIDAVIT MUST BE NOTARIZED

Subscribed and sworn to before me this the
_____ day of _____ 20__.

Signature of Notary Public
of _____ County
State of _____

My Commission Expires: _____

NOTARY SEAL

(BIDDER TO COMPLETE AND RETURN WITH BID)

List Minimum Three (3) References

REFERENCE NO. 1 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 2 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 3 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 4 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____

REFERENCE NO. 5 - COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON: _____ TITLE: _____

E-MAIL: _____ TELEPHONE NUMBER: _____

AMT. OF CONTRACT: _____ DATE AND TYPE OF SERVICE _____