



City of Cleveland
Justin M. Bibb, Mayor

Department of Finance
Division of Purchases & Supplies
601 Lakeside Avenue, Room 128
Cleveland, Ohio 44114-1080
216/664-2620 • Fax: 216/664-2177
www.cleveland-oh.gov

July 11, 2025

ADDENDUM 1

BID TITLE: File No. 83-25 Orthophosphoric Acid

BID DUE: Wednesday, July 16, 2025 at 12 o'clock noon (Eastern Time)

Attention Bidders:

We have been requested to issue the addendum for the following:

Please ensure that a copy of this addendum is included and returned with the bid specifications furnished to you by this office, as it will have the same force and effect as if it were part of the specifications originally issued.

1. Release sign-in sheet and agenda from pre-bid meeting.
2. Provide Wage Theft Form.
3. Answers to questions received by the last day for questions.

If you have any questions regarding the attached, please contact Jules Gilliam at jgilliam@clevelandohio.gov. Thank you for your prompt attention and assistance in this matter.

Also, please ensure that copy of this addendum is included and returned with the bid specifications furnished to you by this office, as it will have the same force and effect as if it were part of the specifications originally issued.

Signature of Potential Bidder & Name of Company

Today's Date

Thank you,
Donia Patterson, Assistant Administrator
Purchases & Supplies
CC:

ORTHOPHOSPHORIC ACID

ADDENDUM NO. 1 – FILE NO. 83-25

Bids are due before Noon EST July 16, 2025 at the Division of Purchases & Supplies, 601 Lakeside Avenue, Room 128, Cleveland, OH 44114. The bid envelope must be date-stamped no later than 11:59 a.m. that day.

This addendum is to answer questions from the non-mandatory pre-bid meeting held on July 3, 2025. In addition, the sign-in sheet and agenda are attached.

Answers to questions received before the last day for questions:

Question: The current contract will expire next week; how soon will the new contract require shipment?

Answer: Shipments will commence per the instructions of the Division of Water.

Question: Is there a cost adjustment for the extension period?

Answer: No

Question: Is there any price adjustment over the two-year contract period?

Answer: No, unit price to remain firm for the duration of the contract.

Question: Is there any change in the bid from the last posting?

Answer: Check Section C-7 for required documentation, there is a change.

Question: Is a performance bond of 25% required?

Answer: See Section B for complete details.

Question: The Wage Theft Form is not attached to the bid forms.

Answer: The form is attached to Addendum No. 1

CITY OF CLEVELAND
DEPARTMENT OF PUBLIC UTILITIES/DIVISION OF WATER
NON-MANDATORY PRE-BID MEETING
Thursday, July 3, 2025
9:30 a.m.

ORTHOPHOSPHORIC ACID

SIGN-IN SHEET

	REPRESENTATIVE NAME (PLEASE PRINT)	COMPANY NAME (PLEASE PRINT)	TELEPHONE NUMBER	E-MAIL ADDRESS (PLEASE PRINT CLEARLY)
1	April Locker	DPU		
2	Michelle Vitale	DPU		
3	Maggie Rodgers	DPU		
4	Kimberly Mendoza	Carus	815-224-6534	Kimberly.Mendoza@Carusllc.com
				Bids@Carusllc.com (documents)
5	Craig Principi	Carus	704-904-9570	Craig.Principi@carusllc.com
6	Kim D'Ambrosio	Shannon Chemical	610-363-9090	shanchem@shannonchem.com
7	Colin Barrett	AquaSmart, Inc.	404-696-4406	Cbarrett@aquasmartinc.com

**City of Cleveland
Department of Public Utilities
Non-Mandatory Pre-Bid Meeting
Thursday, July 3, 2025
9:30 a.m.**

Orthophosphoric Acid

Agenda

1. Introductions

2. Review of Required Submittals of Bid Package

- A. Bidder's Check List
- B. Bid - Schedule of Items
- C. Bid Bond/Certified or Cashiers Check (must use City's Bid Bond form)
- D. Bid Form
- E. Bidder's Affidavit - Must be Notarized
- F. Tax I.D. Number - W-9 Information
- G. Northern Ireland Fair Employment Practices Form
- H. Vendor Information Form
- I. Wage Theft Disclosure
- J. ADDITIONAL FORMS

3. OEO Participation Goal - Waived

4. Scope of Work

- A. Bid Overview/Highlights of Detailed Specifications

5. Miscellaneous

- A. Contract Execution
- B. Addendums
- C. Questions after the Pre-Bid Meeting
 - To Purchasing - Jules Gilliam, Buyer
 - Phone: 216-664-2621
 - Fax: 216-664-2177
 - Email: purchasing@clevelandohio.gov
jgilliam@clevelandohio.gov



WAGE THEFT AND PAYROLL FRAUD DISCLOSURE

SUMMARY:

Bidders on certain City contracts, recipients of Assistance, and any of their prospective subcontractors must disclose any wage theft or payroll fraud violations over the last three years. Unless they receive a waiver from the City's Fair Wage Employment Board, violators are placed on the City's Adverse Determination List, which prevents them from entering into new contracts with or receiving Assistance from the City. This disclosure requirement and the waiver process are set forth in Chapter 190 of the Codified Ordinances of Cleveland, Ohio, 1976 ("Chapter 190").

INSTRUCTIONS:

Pursuant to Chapter 190, the information requested on this document must be provided by any person or entity bidding on or making a proposal for a Construction or Improvement Contract or a Service Contract, or applying for Assistance, and any of their prospective subcontractors.

Any person or entity that is deemed to have made a false statement shall be declared to have acted in default of its contract and shall be subject to the remedies for default contained in its contract.

DEFINITIONS:

"Adverse Determination" means a final action or adjudication that the person or entity in question has committed Wage Theft or Payroll Fraud and is further defined in Chapter 190.

"Assistance" means any form of City financial assistance, except for financial assistance provided for the development, rehabilitation or other means of providing residential housing. Assistance includes but is not limited to: grants; economic development loans; tax credits, incentives and abatements; subsidies; and bonds. Assistance does not include financial assistance which is received from another government or other entity with the City acting only as a conduit or fiscal agent for the funds, where the City exercises no control over the identity of any recipient or of the terms of the contract. Community Development Block Grant Funds are not considered conduit funds and, to the extent they otherwise qualify, are included as Assistance.

"Construction or Improvement Contract" means any contract entered into pursuant to Chapter 167 or Chapter 185 of the Codified Ordinances.

"Payroll Fraud" means concealing an entity's true payroll tax liability or other financial liability to a government agency from government licensing, regulatory or taxing agencies through misclassification of employees, failure to report or underreported payment of wages, or executing a cash transaction while failing to maintain proper records of reporting and withholding.



"Service Contract" means any contract or subcontract between a person, business or corporation and the City of Cleveland that primarily involves the furnishing of services to the City (as opposed to the purchase of goods or other property or the leasing of property), and shall be limited to the following categories of services: food service, janitorial, security services, parking lot attendants, home health care, health care aides, waste management, automotive repair services, landscaping, towing contracts, building and maintenance services, carpentry, clerical services, urban forestry, housekeeping, street maintenance and repair, and sidewalk maintenance and repair. This includes services performed on City-owned premises including the following City-owned locations: airports, parking lots, municipal parks, recreational facilities, and City-owned buildings. Contracts that are primarily for the purchase of goods or other property are not considered Service Contracts.

"Wage Theft" means a violation of the Ohio Prompt Pay Statute, RC 4113.15; the Ohio Minimum Fair Wage Standards Act, RC Chapter 4111; Oh. Const. Art. II, Sec. 34a; RC Chapters 4109 or 4115; RC 4113.17, 4113.18, 4113.52 or 4113.61; or a violation of any substantially equivalent federal or state law; as any of these laws may be amended or superseded.

CHECK WHICHEVER IS APPLICABLE:

- (A) (☐) The undersigned person or entity HAS NOT had any Adverse Determinations within the last three (3) years.
- (B) (☐) The undersigned person or entity HAS had any Adverse Determinations within the last three (3) years.

If (B) is checked, then in an attachment(s) to this form, please disclose all Adverse Determinations within the last three (3) years.

Name of Person or Entity: _____

Signature: _____

Printed Name of Signatory: _____

Title of Signatory: _____

Date: _____