

VILLAGE OF FREDERICKTOWN, OHIO

REQUEST FOR PROPOSAL

FOR

**DEWATERING AND/OR DRYING EQUIPMENT
REPLACEMENT**



**Bruce Snell
Village Administrator
Village of Fredericktown
2 E. Sandusky Street
Fredericktown, OH 43019**

NOTICE TO DEWATERING and DRYING EQUIPMENT VENDORS

Fredericktown WWTP Sludge Dewatering and/or Biosolids Drying Equipment Replacement

REQUEST FOR PROPOSAL

The Village of Fredericktown, OH hereby solicits the submittal of PROPOSALS from interested manufacturers and suppliers of packaged Mechanical Dewatering Equipment and/or Biosolids Class A Drying Equipment to be used as the bidding documents associated with the Fredericktown WWTP Dewatering and/or Drying Equipment Replacement Project.

Dewatering Equipment and/or Drying Equipment PROPOSALS will be accepted by the Village of Fredericktown (OWNER), located at 2 E. Sandusky Street, Fredericktown, Ohio 43019 until 12:00 PM local time on Thursday, October 24, 2024. Electronic submittal of PROPOSALS will be accepted.

The intent of the selection process is for the Village to purchase equipment for installation by the General Contractor. Once awarded, the successful VENDOR(S) will be issued a Purchase Order for their scope of supply and will then be required to compile a complete submittal package for the Village's review. Once approved, the submittal information will be used to finalize the procurement process, and the equipment will be released for fabrication.

The Village of Fredericktown may reject any PROPOSAL not in compliance with all prescribed procedures and requirements of this document. The Village of Fredericktown may cancel this solicitation or reject any or all PROPOSALS upon finding that it is in the best interest of the public to do so.

Request for Proposal (RFP) selection documents can be obtained by requesting an electronic copy from the Village Administrator.

PROPOSALS shall be sent to the below contact. Printed copy or electronic submittals will be accepted.

Bruce Snell
Village Administrator
Village of Fredericktown
2 E. Sandusky Street, Fredericktown, OH 43019
Phone: 740-694-1098
brucesnell@fredericktownohio.net

SECTION 1 – INSTRUCTIONS FOR OFFERORS

1.1 General

1. The Village of Fredericktown, OH (OWNER) is soliciting PROPOSALS to purchase Dewatering Equipment and/or Drying Equipment to be used for the Fredericktown WWTP Dewatering and/or Drying Equipment Replacement Project.
2. The Contract with the successful OFFEROR(S), also referred to as Dewatering Equipment VENDOR and/or the Drying Equipment VENDOR, will remain assigned to the OWNER. The Dewatering Equipment VENDOR and/or the Drying Equipment VENDOR will be required to coordinate with both the VILLAGE and the General CONTRACTOR during construction to provide a fully functional and operational dewatering and/or drying system.
3. The selection resulting from this RFP is contingent upon the approval from the Village Council of the Village of Fredericktown.
4. OFFERORS shall provide all equipment and services to meet the requirements requested by this RFP and the successful OFFEROR(S) shall remain responsible for contract performance including the startup, commissioning, and performance testing of the equipment provided.

1.2 Point of Contact (POC)

The point of contact for the OWNER, for purposes of this solicitation and prior to the award of any Contract, is the Village Administrator at the address listed below:

Bruce Snell
Village Administrator
Village of Fredericktown
2 E. Sandusky Street, Fredericktown, OH 43019
Phone: 740-694-1098
brucesnell@fredericktownohio.net

1.3 Questions and Request for Information

Written questions from prospective OFFERORS will be accepted by the POC. Questions to the POC shall be submitted via e-mail.

Questions should be submitted to the POC email in a timely manner at least seven (7) days prior to the RFP due date. The last day questions will be accepted is Thursday, October 17, 2024 by 12:00 PM local time. POC based on the availability of time to research and communicate an answer, and in its sole discretion, shall decide whether an answer can be given before the RFP due date. Time permitting, answers to all substantive questions that have not previously been answered, and are not clearly specific only to the requestor, will be distributed to the potential OFFERORS that have received a copy of the RFP. Written responses shall be considered the official answers and shall supersede any verbal discussions. Verbal answers are not binding, and reliance should not be placed on the same.

If it becomes necessary to revise this RFP before the due date for PROPOSALS, The POC shall endeavor to provide addenda to all prospective OFFERORS that were sent this RFP, or which are otherwise known by the POC to have obtained this RFP.

1.4 PROPOSALS Due Date, Time and Duration

PROPOSALS must be received by 12:00 PM on Thursday, October 24, 2024 by the OWNER at the address listed on the Notice to Dewatering and DRYING Equipment Vendors, and no later than the time stipulated, to be considered. Requests for an extension of this time or date will not be granted. OFFERORS mailing PROPOSALS should allow sufficient mail delivery time to ensure timely receipt. PROPOSALS received after the due date and time will not be considered. PROPOSALS may be modified or withdrawn by written notice received by the OWNER before the time and date set forth in this section for receipt of PROPOSALS. PROPOSALS will be accepted electronically to the email address indicated in the advertisement. All PROPOSALS will be opened and the prices will be publicly read by designated OWNER'S staff. OFFERORS and other interested parties are invited to attend these public forums.

All price PROPOSALS shall be irrevocable for a period of ninety (90) days, but the time may be extended by mutual agreement between the OWNER and the OFFEROR(S).

1.5 Addenda

Addenda, if any, will be emailed to all that are known to have received a copy of RFP and will be posted on the Village of Fredericktown Facebook. Copies of Addenda will be made available for inspection wherever PROPOSAL documents are on file for that purpose.

Addenda may be issued to prospective OFFERORS, but in no case less than at least four (4) days before the due date. It is OFFERORS responsibility to make sure all addendums are included and acknowledged in their PROPOSAL. Failure to acknowledge receipt of an addendum does not relieve the OFFEROR from complying with the terms, additions, deletions, or corrections set forth in the addendum.

1.6 Contract Type

The Contract that results from this RFP will be an agreement for the OFFEROR(S) to supply equipment and provide services as specified and at the prices stated in the OFFEROR(S) Price PROPOSAL. The OFFEROR(S) will also be required to coordinate with the VILLAGE and the GENERAL CONTRACTOR, also referred to as Installation Contractor (IC) for the Fredericktown WWTP Dewatering Equipment and/or Drying Equipment Replacement Project.

1.7 Confidential Information

OFFERORS should give specific attention to the identification of those portions of its PROPOSAL that it considers confidential and/or proprietary commercial information or trade secrets, and provide justification why such materials, upon request, should not be disclosed by the OWNER.

OFFERORS are advised that, upon request for this information from a third party, the OWNER is required to make its own determination whether the information must be disclosed.

1.8 Award

Selection of the Dewatering and/or Drying Equipment VENDORS will be awarded to the OFFEROR(S) submitting the PROPOSALS with determined by the OWNER, considering price and evaluation factors set forth in this RFP for providing the goods and services as specified in this RFP.

The OWNER reserves the right, at its sole discretion; to award a contract based upon the written proposal received without prior discussions or negotiations.

The OWNER also reserved the right to negotiate further terms of the contract, including the award amount, with the selected OFFEROR(S) prior to entering into a contract. If contract negotiations cannot be concluded successfully with the selected bidder, the OWNER may negotiate a contract with the next selected OFFEROR, so on. The OWNER reserves the right to waive any irregularities and technicalities and may, at its discretion, request a follow-up or amended proposal.

Only one Dewatering Equipment VENDOR will be selected, and only one Drying Equipment VENDOR will be selected for the scope included in this RFP.

1.9 Cancellations / Investigation

The OWNER, in its discretion, reserves the right to cancel this RFP, accept or reject all PROPOSALS, in whole or in part, received in response to this RFP, to waive or permit the cure of minor irregularities, and to conduct discussions with all qualified or potentially qualified OFFERORS.

The OWNER may make such investigations it deems necessary to determine the ability of the Dewatering Equipment VENDOR and/or Drying Equipment VENDOR to perform the work and the OFFEROR(S) shall furnish to OWNER all such information and data for this purpose as requested. The OWNER reserves the right to reject any PROPOSAL if the evidence submitted by, or investigation of, such Dewatering Equipment VENDOR and/or Drying Equipment VENDOR fails to satisfy the OWNER that such VENDOR(S) is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated herein.

1.10 Expenses

The OWNER will not be responsible for any costs incurred by any OFFEROR in preparing and submitting a PROPOSAL, in providing a demonstration, or in performing any other activities related to this solicitation.

1.11 OFFEROR Responsibilities

The selected OFFEROR(S) shall be responsible for all products and services required by this RFP. All subcontractors must be identified and a complete description of their roles relative to the PROPOSAL must be included in the OFFERORS PROPOSAL.

If an OFFEROR that seeks to perform or provide the services required by this RFP is the subsidiary of another entity, all information submitted by the OFFEROR, including but not limited to references, minimum qualifications, and financial reports, or experience and documentation

(e.g. insurance policies, bonds, letters of credit) used to meet minimum qualifications, if any, shall pertain exclusively to the OFFEROR, unless the parent organization will guarantee the performance of the subsidiary.

OFFEROR is responsible for inspecting the site at their own discretion and responsible for all logistical considerations and for reading and being thoroughly familiar with this RFP.

OFFEROR can request a meeting and discuss the PROPOSAL with the OWNER in a timely manner at least seven (7) days prior to the RFP due date. The last day meetings can occur is Friday, October 18, 2024.

1.12 Contractual Terms

By submitting a PROPOSAL in response to this RFP, an OFFEROR, if selected for award, shall be deemed to have accepted the terms and conditions of this RFP. A PROPOSAL that takes exception to any of these terms may be rejected at OWNER's sole discretion. All OWNER contracts are subject to the OWNER's General Terms and Conditions unless otherwise specifically changed or waived hereunder or in the Contract.

By submitting a PROPOSAL in response to this RFP, the OFFEROR acknowledges that All Village purchases are subject to and to be accomplished in accordance with the federal, state, and local laws.

1.13 PROPOSAL Certifications

By submitting a PROPOSAL in response to this RFP, the OFFEROR(S), if awarded the contract, certifies that it will comply with all federal, state, and local laws applicable to its activities and obligations under the contract.

OFFEROR(S) certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph:

1. "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution.
2. "Fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of OWNER, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive OWNER of the benefits of free and open competition.
3. "Collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of OWNER, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

1.14 Most Cost Effective and Best Value

The most cost effective and best value shall be based on criteria set forth in this RFP including, but not limited to, the initial price, the total cost of operating, maintaining and supporting the equipment process, the assessed technical merit of the PROPOSAL, the Dewatering and/or Drying Equipment VENDOR(S) and system suppliers, manufacturer's past performance, the assessed likelihood of performing the requirements of this RFP on time and over the life of the contract with high quality, reliability, and in a manner that best achieves the mission and objectives required of OWNER and serving the Village of Fredericktown. The information requested herein and submitted by the OFFERORS will be used for this evaluation.

SECTION 2 – SCOPE OF WORK

2.1 Background and Purpose

OWNER is replacing their existing mechanical dewatering and/or drying equipment at their Fredericktown Wastewater Treatment Plant for the purpose of (a) dewatering sludge from their wastewater treatment process and/or (b) producing Class A biosolids. The Fredericktown Wastewater Treatment Plant is located at 20 Shoemaker Dr, Fredericktown, OH 43019.

OWNER has been utilizing a 0.5-meter belt press to dewater their waste sludge from their wastewater treatment process. The existing mechanical dewatering equipment has proven to be ineffective and is proposed for complete removal and replacement.

OWNER has been utilizing a microwave system to dry the dewatered sludge and meeting 40 CFR Part 503, Standards for the Use or Disposal of Sewage Sludge, Class A Biosolids requirements. The approximately annual biosolids amount is 60 dry tons with approximate 90% solids content. The existing drying equipment has proven to be ineffective and is proposed for complete removal and replacement.

OFFERORS shall submit their PROPOSALS for the Dewatering and/or Drying Equipment with general equipment drawings and specifications.

The intent of this effort is to select the equipment best suited for the application and not solely identified by the lowest cost offering.

2.2 Scope of Work - Requirements

OFFERORS are responsible to configure a cost-effective Dewatering system and/or Drying Equipment that meets the project goals and to submit a complete PROPOSAL containing all the information requested so OWNER can evaluate the PROPOSAL on its merit.

The Successful OFFEROR(S) shall furnish the equipment and services for the Dewatering and/or Drying Equipment being proposed, complete and with appurtenances and accessories for the OWNER to fulfill the project requirements as specified herein.

1. Dewatering Equipment: Meeting (a) existing operational conditions of 15 gallons per minute (gpm) liquid sludge with 2-3% solids content, and (b) future operational conditions of 4-7 gpm liquid sludge with 2-3% solids content.

2. Drying Equipment: Meeting (a) operational conditions of drying dewatered sludge cake with 15-20% solids content, (b) 40 CFR Part 503 Class A Biosolids requirements, and (c) minimum 24-48 consecutively operational hours per week.

2.3 Scope of Work - Minimum Qualifications

The OFFEROR must provide proof with its PROPOSAL that the minimum qualifications as listed in this section are satisfied.

The Successful OFFEROR(S) shall furnish the equipment and services for the Dewatering and/or Drying Equipment being proposed, complete and with appurtenances and accessories for the OWNER to fulfill the project requirements as specified herein.

1. Accept responsibility for the satisfactory start-up and operation of the entire Dewatering and/or Drying equipment system, after acceptable installation checkout and commissioning efforts.
2. Guarantee for a period of one (1) year following the date of Installation Contractor Substantial Completion acceptance that all equipment is free from defects in design, materials, and workmanship. Furnish replacement parts for any defective component at no cost to the OWNER.

SECTION 3 – PROPOSAL FORMAT

3.1 PROPOSAL

1. Hard copy of the PROPOSAL shall be sealed and contain an unbound original, three (3) printed copies. The submittal shall be labeled on the outside with the following:
 - a. The RFP Title
 - b. Name and address of the OFFEROR
2. The electronic version of the PROPOSAL is to be emailed and in a searchable Adobe.pdf format.

3.2 Delivery

OFFERORS may either mail, hand-deliver or email PROPOSALS.

1. For U.S. Postal deliveries, any PROPOSAL that has been received by OWNER by the time and date listed in the RFP will be deemed to be timely.
2. PROPOSAL can be hand delivered to OWNER in Fredericktown, Ohio at the address provided. For any type of direct (non-mail) delivery, OFFERORS are advised to secure a dated and request signed (or otherwise indicated) receipt of delivery.
3. PROPOSAL can be emailed as one fully compiled searchable Adobe.pdf to brucesnell@fredericktownohio.net. The OFFEROR shall request acknowledgment from OWNER for receipt of the full PROPOSAL. Appropriate time shall be allotted to confirm acknowledgment that the full PROPOSAL was received.