



Website:
<http://beaumontca.gov/>

Address:
550 E. 6th Street
Beaumont, CA 92223

Phone:
951.769.8520

Request for Proposal
for
Chemical Supplier Services
for Wastewater Treatment Plant Project

Proposals Due By:

12:00 pm
May 29, 2020

Contact:

Jeff Hart
Director of Public Works
jhart@beaumontca.gov

RFP Available:

www.publicpurchase.com



Introduction

The City of Beaumont (City) is seeking proposals for chemical supplier services from qualified firms (Consultant) interested in assessing and providing chemicals used for the treatment of wastewater at the City of Beaumont Wastewater Treatment Plant (Project).

All services provided by the Consultant shall be performed by individuals who meet the qualifications, education, and certification/licensing requirements for the position. The successful Consultant shall also have the resources to provide cost effective chemicals for the treatment of wastewater to the City.

Qualified firms that submit a proposal will be evaluated in accordance with the requirements defined within this RFP. Upon successful negotiations with the City, the selected firm will provide chemicals used for the treatment of wastewater at the WWTP Project as described in the scope of this RFP.

Background

The City of Beaumont was incorporated in November 1912. The City is located in the western portion of Riverside County and is bounded on the west by Calimesa and unincorporated areas, on the north by the unincorporated County areas (Cherry Valley), on the south by unincorporated County areas and the City of San Jacinto, and on the east by the City of Banning. The land area within the City's boundaries is approximately 26 square miles.

Scope of Services

The Scope of Services for the Wastewater Treatment Plant Chemical Usage Project is attached as Exhibit A.

Additional Responsibilities

The Consultant shall be responsible for completing the specified services in accordance with the City's Professional Services Agreement (Exhibit B).

Term

The term of the agreement shall be determined upon need of services and consistent with the City's policies. The initial period of the contract is for one (1) year, with two (2) one-year extensions if approved by City Council, subject to agreement terms and the Beaumont Municipal Code.



Proposal Requirements

The proposal shall clearly address all the information requested herein. To achieve a uniform review process and obtain the maximum degree of comparability, it is required that proposals be organized and contain all information as specified below.

- A. Cover Letter: Maximum of two (2) pages serving as an Executive Summary which shall include an understanding of the scope of services. The RFP shall be transmitted with a cover letter that must be signed by an official authorized to bind the consultant contractually. That letter accompanying the RFP shall also provide the name, title, address, and telephone number of individual(s) with the authority to negotiate and contractually bind the consultant. The cover letter constitutes certification by the consultant, under penalty of perjury, that the consultant complies with nondiscrimination requirements of the State and Federal Government. An unsigned proposal or one signed by an individual unauthorized to bind the consultant may be rejected.

- B. Introduction/Information: Introduction of the service proposal, including a statement of understanding for the types of services contemplated. Provide a discussion on how the objectives of the scope of services will be accomplished. Provide the name of the firm submitting the proposal, its mailing address, telephone number, and the name of the individual(s) to contact if further information is required. Any participating firms and proposed sub-consultants shall be identified and included in the proposal (all sub-consultants must be approved by City prior to signing the agreement with City).

- C. Firm's Approach: The firm's approach to delivering the scope of services. Provide a description of the firm's approach to communicating effectively with the City to facilitate successful delivery of assigned tasks.

- D. Firm Profile: Provide a description of the firm, including number of professional personnel, years in business, office location(s), organizational structure (e.g., corporation, partnership, sole practitioner, etc.), areas of expertise, etc. and specifically identify whether the firm employs its own delivery drivers and if it owns the trucks/trailers for deliveries related to this RFP or if the firm contracts out to a delivery service and/or leasing company..

- E. Resumes: Resume of all consultants on the team.



- F. Key Personnel: Provide a summary description of the key personnel, their roles and responsibilities, and their relevant experience. The proposal must name a project manager.
- G. References: Three (3) to five (5) references to include: name, address, contact person and phone number of the company, length of time services were provided, and a description of the services provided.
- H. Scope of Services: Provide a description of the tasks, sub-tasks, and deliverables that will be provided. Include a timeline to complete the tasks for the project.
- I. Cost: Consultant shall provide comprehensive cost proposal inclusive of all fees in addition to chemical prices including, but not limited to, vehicle fuel surcharges, etc. All chemical cost proposals shall be in price per gallon of product.
- J. Related Projects: Please include a minimum of three (3) similar projects with a full description, timeline, and website to review the approved project. The related projects must demonstrate experience with delivery of chemicals being supplied and safety precautions taken while delivering such chemicals.
- K. Additional Information: Any other information which should be considered, such as any special services or customer service philosophy which define your firm's practice.

Submittal

A digital PDF copy of the proposal and fee proposal must be submitted no later than **12:00 pm, May 29, 2020 to jhart@beaumontca.gov**. Mail, Postmarks, and faxes are not acceptable. Proposal and email subject must be titled "RFP for Chemical Supplies Services for the Wastewater Treatment Plant Project". Requests for Clarifications (RFCs) or questions regarding this RFP shall be requested on the Public Purchase website via "Ask Questions" section for this RFP.

No RFC or questions will be accepted after **12:00 pm, May 22, 2020**.

No postmarked proposals will be accepted. Once submitted, proposals, including the composition of the consulting staff, cannot be altered without prior written consent of the City.

All costs associated with preparation of any proposal shall be the sole responsibility of the proposer. Each proposal shall be limited to a maximum of 30 pages (not including resumes), using minimum 12-point font size. Electronic copies of the proposal will not be



accepted.

All RFC's and responses will be posted on Public Purchase within three days of RFC due date.

Timetable for reviewing and evaluating proposals:

- | | |
|----------------------|---------------------------|
| 1. RFP Release | May 15, 2020 |
| 2. RFC Due | May 22, 2020 @ 12:00 pm |
| 3. Proposal Due Date | May 29, 2020 @ 12:00 pm |
| 4. Interviews | If required, June 2, 2020 |
| 5. Award Date | June 16, 2020 |

Confidentiality

Prior to the proposal submittal deadline, all proposals will be designated confidential to the extent permitted by the California Public Records Act. After the proposal submittal deadline, all responses will be regarded as public record and will be subject to review by the public. Any language purported to render confidential all or portions of the proposals will be regarded as non-effective and will be disregarded.

Amendments to Request for Proposals

The City reserves the right to amend the RFP by addendum prior to the final proposal submittal date.

Non-Commitment to City

The City reserves the right to reject any and all proposals and to waive informalities and minor irregularities in any proposal reviewed. The City may reject any proposal that does not conform to the instructions provided in this RFP. Additionally, the City reserves the right to negotiate all final terms and conditions of any proposal received before entering into final contract.

Conflict of Interest

The Consultant shall disclose any personal or professional financial, business, or other relationships with the City that may have an impact on the outcome of this contract or any resulting project. The consultant shall also list current clients who may have a financial interest in the outcome of this contract.



Proposal Evaluation/Selection

The City intends to engage the most qualified consultant available that demonstrates a thorough understanding of the City’s needs. City staff will use the following criteria to evaluate the proposals:

Criteria	Points
Project Approach, Work Plan, and Duration	15
Project Team Organization and Qualifications	15
Related Experience and Past Projects	15
References	10
Proposed Fee	45
Total	100

The City may request a qualification interview with the highest ranked consultants prior to determining the final ranking. The City reserves the right to reject any and all proposals.

Exhibits

- A. Scope of Services
- B. Professional Services Agreement
- C. Estimated 30-day Chemical Usage

----- END OF REQUEST FOR PROPOSAL -----

EXHIBITS TO FOLLOW



EXHIBIT B Scope of Services

The City wishes to set up delivery of chemicals used in the treatment of wastewater with delivery to be on a 30-day delivery schedule. Estimated 30-day chemical usage is shown in Exhibit C.

The City of Beaumont Wastewater Treatment Plant is located at:

**715 W. 4th Street
Beaumont, CA 92223**

The following scope of services provide general description and performance requirements. It is expected that the proposal developed by each of the responding firms will provide significant additional details for implementing the project.

Project Management/Implementation Plan:

- Successful respondent shall plan to attend at least two (2) meetings w/ City Staff to:
 - a. Kick-off project,
 - b. Track progress,
 - c. Ensure collaboration, and
 - d. Review draft/ final submittals.
- Consultant shall develop a tentative schedule that includes proposed delivery schedule(s) for the project. Delivery times must be Monday – Thursday between the hours of 6:30 am to 3:30 pm.
- Successful respondent shall offload wet chemicals with all proper PPE, spill containment, etc. and provide hose connections/adapters as needed.
- All deliveries should include weight ticket, Certificate of Analysis (COA), and Safety Data Sheets (SDS).

Recommend Upgrades, Improvements and Alternatives:

- Consultant shall recommend chemical alternatives if the requested/required chemicals is not available at time of delivery. As part of the recommendations, the Consultant shall analyze the following:

Deliverables:

- Consultant shall provide comprehensive cost proposal inclusive of all fees in addition to chemical prices including, but not limited to, vehicle fuel surcharges, etc.
- All chemical cost proposals shall be in price per gallon of product.



EXHIBIT B

Professional Services Agreement



EXHIBIT C

Estimated 30-Day Chemical Usages Based on Engineer Estimates, After Successful Start-Up



Chemical	Concentration	Tank/Tote	Capacity (g)	Dose	Units	30 Day Usage (EST)
Citric Acid	50%	Tote	275	8	GAL/Batch	160
Sulfuric Acid	93%	Tank	1550	1.13	GPH	814
Liquid Ammonium Sulfate	40%	Tank	1550	2.083	GPH	1500
Sodium Hypochlorite	12.5%	Tank	4600	4.1	GPH	2952
				10	GAL/Batch	200
Sodium Bisulfite	38%	Tank	1550	0.5	GPH	360
Sodium Hydroxide	25%	Tank	1550	0.14	GPH	101

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Estimated 30 day chemical usages, based on engineer estimates, after successful start up.