



**REQUEST FOR PROPOSALS  
CITY OF DRIPPING SPRINGS, TEXAS  
SEWAGE SLUDGE DISPOSAL**

**Sealed Bids, one (1) original, (5) copies, and one (1) electronic copy (in PDF format) on a flash drive shall be delivered to the City of Dripping Springs, City, 511 Mercer St, Dripping Springs TX 78620, at or before: 4:00 PM on Friday, December 5, at which time bids will be publicly opened and read. Bids received after the opening date and time will not be considered.**

**NOTICE TO BIDDERS**

**PROJECT:** Sewage Sludge Disposal and Related Wastewater Services

**DUE DATE AND TIME:** **Friday, December 5, 2025 at 4:00 PM**

**SUBMISSION LOCATION:** For Hand Delivery:  
City of Dripping Springs  
Gray Lahrman  
511 Mercer Street  
Dripping Springs, Texas 78620

For U.S. Mail:  
City of Dripping Springs  
Gray Lahrman  
Post Office Box 384  
Dripping Springs, Texas 78620

No submissions by fax or email.

**DEADLINE FOR INQUIRIES:** **December 1, 2025 at 3:00 P.M.**

**TYPE OF WORK:** Contractor shall provide all necessary labor, material, and equipment to provide sewage sludge hauling and related services for the City of Dripping Springs starting on or about January 1, 2026, and ending on or about December 31, 2026, and subsequent renewal periods in strict accordance with the terms, conditions, and provisions of this solicitation.

**COSTS:** The proposal shall include the cost of sludge hauling, transport, and disposal of sludge and related wastewater services as needed and listed in the solicitation.

**Inquiries regarding this request must only be submitted in writing to Gray Lahrman, via e-mail at [glahrman@cityofdrippingsprings.com](mailto:glahrman@cityofdrippingsprings.com) with “Sludge Disposal RFP” in the subject line. Written requests from interested firms and written responses by the City will be provided to all Applicants who have provided their contact information to Gray Lahrman as an interested party. This is the only permissible contact with the City regarding this bid process until the bids are opened and the Applicant is contacted by the City, except that bids may be submitted at City Hall with City staff.**

CITY OF DRIPPING SPRINGS, TEXAS  
511 Mercer Street  
Dripping Springs, Texas 78620  
(512) 858-4725

REQUEST FOR PROPOSALS

Sealed bids addressed to the City of Dripping Springs, 511 Mercer Street, Dripping Springs, Texas, 78620, will be received from Contractors interested in providing sewage sludge hauling services as specified by the City of Dripping Springs, Texas for a NON-EXCLUSIVE CONTRACT DURATION OF ONE (1) YEAR, WITH THE OPTION TO RENEW FOR TWO (2) ADDITIONAL ONE (1) YEAR PERIODS.

THE AGREEMENT SHALL BE A NON-TRANSFERABLE AGREEMENT.

Contract awards for the sewage sludge hauling services will be made to the best value, responsive, responsible bidder. The lowest and best value bids are those, which result in the lowest cost to the City of Dripping Springs for sludge hauling and related services to be performed by a qualified bidder. The City reserves the right to reject any and all bids and to waive any and all irregularities. Evaluation criteria are below.

**NO PRE-SUBMITTAL CONFERENCE:** A pre-submittal conference will not be held.

**1.0 EVALUATION CRITERIA:**

Selection of the Contractor will be based on qualifications and rates. Criteria shall include:

- (a) the purchase price;
- (b) the reputation of the Contractor and of the Contractor's services;
- (c) the quality of the Contractor's services, as demonstrated by the Contractor's verifiable history of providing services comparable to those proposed in response to this Request for Bids;
- (d) the extent to which the services meet the City's needs;
- (e) the Contractor's past relationship with the City; and
- (f) the total long-term cost to the City to acquire the bidder's goods or services.

Bids shall include sufficient information to allow the City to evaluate qualifications based on the criteria above. This may include, without limitation, a list of relevant past projects on which the Contractor was engaged and a list of references able to speak to the Contractor's past performance.

Should this solicitation fail to contain sufficient information in order for interested contractors to obtain a clear understanding of the services required by the City, or should it appear that the instructions outlined in the solicitation are not clear or are contradictory, any interested contractor may in writing request clarification from Gray Lahrman, no later than **3:00 P.M. at December 1, 2025** prior to the required time and date for sealed bid submission. The interested contractor shall email a copy of the written clarification request to the Gray Lahrman, at [glahrman@cityofdrippingsprings.com](mailto:glahrman@cityofdrippingsprings.com). Written requests from interested firms and written responses by the City will be provided to all Applicants. This is the only permissible contact with the City regarding this bid process until the bids are opened and the Applicant is contacted by the City. **Any interested applicant who would like to receive written responses or**

**addendums to this solicitation directly shall provide their contact information to Gray Lahrman at [glahrman@cityofdrippingsprings.com](mailto:glahrman@cityofdrippingsprings.com).**

## **2.0 GENERAL CONTRACT REQUIREMENTS**

The General Contract requirements are in the attachments. Please see:

Schedule "A" Scope of Work

Schedule "B" Insurance Requirements

Insurance certificates satisfactory to the City must be received before contractor can begin work. Failure to supply and maintain such insurance shall be a in breach of contract. Insurance certification must be supplied to:

City of Dripping Springs  
511 Mercer St. /P.O. 384  
Dripping Springs, Texas 78620

CONFLICT OF INTEREST: A statement indicating the Applicant has no conflict of interest with the City of Dripping Springs, including any past or present employees or past or present elected officials of the City. **THE CIQ FORM MUST BE SUBMITTED WITH THE SEALED BID. THE FORM IS AVAILABLE HERE: [HTTPS://WWW.ETHICS.STATE.TX.US/FORMS/CIQ.PDF](https://www.ethics.state.tx.us/forms/cio.pdf)**

**APPLICANTS WILL ALSO BE REQUIRED TO COMPLETE A 1295 FORM FROM THE TEXAS ETHICS COMMISSION AVAILABLE AT [HTTPS://WWW.ETHICS.STATE.TX.US/WHATSNEW/ELF INFO FORM1295.HTM](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)**

## **3.0 CONTRACTOR'S RESPONSIBILITY FOR DAMAGE CLAIMS**

DAMAGES: In the event a written claim for damages against the Contractor remains unsettled at the time payment for work on the project is pending, City is authorized to withhold from said payment, at City's discretion, the amount of said claim, unless the Contractor shall submit written evidence satisfactory to City that the claim has been settled and a release has been obtained from the claimant involved, or good faith efforts have been made to settle such outstanding claims, and such good faith efforts have failed.

## **4.0 DELIVERIES AND PERFORMANCE**

NOTE: THE CITY HAS THE AUTHORITY TO CANCEL SCHEDULED SLUDGE HAULING CYCLES ON A WEEK-TO-WEEK BASIS. THE CANCELLATION WILL BE BASED UPON NEED, PREVAILING WEATHER CONDITIONS, AND AVAILABLE FUNDING.

THE CONTRACTOR WILL BE NOTIFIED OF ANY CANCELLATIONS.

THE CITY MAY CHANGE THE FREQUENCY OF SLUDGE HAULING CYCLES AT ANY TIME.

CONTRACTORS MAY BE CALLED UPON TO PERFORM ADDITIONAL CYCLES OF SLUDGE HAULING OR RELATED SERVICES AS REQUESTED WITHIN TWO

BUSINESS DAYS OF THE REQUEST, AT THE PRICE AGREED UPON IN THE CONTRACT FOR NUMBER OF MONTHLY HAULS.

## **5.0 COST OF DEVELOPING SEALED BIDS**

All costs related to the preparation of the sealed bids and any related activities are the sole responsibility of the Applicants. The City assumes no liability for any costs incurred by the Applicants throughout the entire selection process.

## **6.0 SCOPE OF WORK**

The City is requesting proposals to provide, transportation and disposal of sewage sludge, commencing January 1, 2026, for one year, with the possibility of two (2) one year renewals.

### **Scope of Service**

The contracted hauler or haulers will haul sludge to an approved landfill or landfills. The hauler must provide an approved method of transportation with a TCEQ designation for hauling sewage sludge. The sludge is hauled wet rendering a typical solids content of 2-8%. The 40 cubic yard/7000 gallon tankers must be water-tight and covered with a tarp for transportation.

### **Availability**

Contractor must be able to provide service in emergency situations. The successful bidder must provide transportation and disposal within 12 hours of request. The City reserves the right to use a secondary contractor if services are not rendered in the 12 hour period.

### **Sewage Sludge Haul Scope of Work**

- South Regional Wastewater Treatment Facility digested sludge hauls and disposal
  - o 14,000 gallons to 42,000 gallons per week
  - o Minimum 14,000 gallons per scheduled day
  - o Prescheduled reoccurring hauls
  - o Two days' notice for any changes in scheduling
  - o Prescheduled Work will occur M-F 7am – 3pm
  - o Must notify immediately for any spilled sludge and provide clean up at no charge
- Big Sky Wastewater Treatment Facility – digested sludge hauls and disposal
  - o 7,000 to 28,000 gallons per Month
  - o Minimum 7,000 gallons per scheduled day
  - o Scheduled 2 days in advance as needed
  - o Two days' notice for any changes in scheduling
  - o Prescheduled Work will occur M-F 7am – 3pm
  - o Must notify immediately for any spilled sludge and provide clean up at no charge
- Arrowhead Wastewater Treatment Facility - digested sludge hauls and disposal
  - o 7,000 to 28,000 gallons per Month

- o Minimum 7,000 gallons per scheduled day
- o Scheduled 2 days in advance as needed
- o Two days' notice for any changes in scheduling
- o Prescheduled Work will occur M-F 7am – 3pm
- o Must notify immediately for any spilled sludge and provide clean up at no charge

**Other Services (priced in emergency and non-emergency)**

- Line jetting / sewer clog
- Lift station cleaning
- Sanitary sewer overflow clean-up
- Pump truck services
- Vac Truck Services
- Line televising

Non-emergency work to be scheduled within 3 days

Emergency work to be completed ASAP

**7.0 PROPOSAL OUTLINE**

The following outline shall be used by proposers when completing their proposals:

- i. Title Page
- ii. Invitation for Proposals Sheet: including company name, address, contact name, phone number, and e-mail address, signature of the designated representative authorized to bind the proposing company
- iii. Company Description
  - 1.1 Business Structure
  - 1.2 Description of Proposer's Experience
- iv. Proposed Rates for Services

**INVITATION FOR PROPOSALS SHEET  
SEWAGE SLUDGE HAULING  
CITY OF DRIPPING SPRINGS, TEXAS**

Having read and understood the instructions, terms, conditions, and specifications, we submit the following:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Tax Identification Number (TIN)

\_\_\_\_\_  
Email Address

Contact Name: \_\_\_\_\_

**THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED**

## **COMPANY DESCRIPTION**

### **1.1 BUSINESS STRUCTURE**

State that proposer is authorized to do business in Texas.

Identify the legal entity(ies) that would execute the Agreement. State whether each entity is a sole proprietorship, partnership, corporation, or joint venture. Describe in detail the relationship of the proposer to the entity that will execute the Agreement.

### **1.2 DESCRIPTION OF PROPOSER'S EXPERIENCE**

Describe the proposer's experience in providing similar services to three to five jurisdictions in Texas, including any experience with the City of Dripping Springs. The jurisdictions described should be of similar size and demographics to the service area of the City. Proposers without municipal experience will not be disqualified solely on that basis, however that lack of experience will be considered in the evaluation of proposer qualifications. The services provided to reference jurisdictions should be similar to those being procured through this RFP. The description shall include:

- A. The service performed;
- B. The jurisdiction where the activities were performed and commencement date of the agreement;
- C. The name, address, and telephone number of each jurisdiction representative responsible for administering the agreement;
- D. The number of customers served, gallons collected, and type; and
- E. Other wastewater related services as listed herein.



**PROPOSED RATES FOR FRONT END SERVICE**  
**All fees included.**

<b>Pickup Frequency per Week – Prescheduled (2 business day notice minimum)</b>	<b>Unit Price per Container – 40 cubic yd/7000 gallon</b>
<b>1</b>	
<b>2</b>	
<b>3</b>	
<b>4</b>	
<b>5</b>	
<b>6</b>	
<b>Extra P/U – Emergency</b>	

**ADDITIONAL SERVICES**

<b>Service</b>	<b>Non-Emergency (3 days)</b>	<b>Emergency (immediately)</b>
<b>Line Televising</b>		
<b>Lift Station Cleaning/Pumping</b>		
<b>Disposal of Raw Sewage</b>		
<b>Hydrojetting Sewer Line</b>		
<b>Pump Truck Services</b>		
<b>Vac Truck Services</b>		

**THIS DOCUMENT MUST BE COMPLETED AND SUBMITTED**

# Insurance Requirements

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## CITY OF DRIPPING SPRINGS CONTRACTOR'S INSURANCE REQUIREMENTS

Contractor providing goods, materials, and services for the City of Dripping Springs shall, during the term of the contract with the City of Dripping Springs or any renewal or extension thereof, provide and maintain the types and amounts of insurance set forth herein. All insurance and certificate(s) of insurance shall contain the following provisions:

1. Name the City of Dripping Springs as additional named insured as to all applicable coverage.
2. Provide for at least ten (10) days prior written notice to the City of Dripping Springs for cancellation, non-renewal, or material change of the insurance.
3. Provide for a waiver of subrogation against the City of Dripping Springs for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance.

**Insurance Company Qualification:** All insurance companies providing the required insurance shall be authorized to transact business in Texas and rated at least "A" by AM Best or other equivalent rating service.

**Certificate of Insurance:** Certificates of insurance evidencing all of the required insurance coverages shall be submitted with the Contractor's submission. Copies of any modifications, amendments, renewals, or terminations of any coverage shall be promptly submitted to the City. If the contract is renewed or extended by the City of Dripping Springs, certificates of insurance evidencing all of the required insurance coverages shall also be provided to the City of Dripping Springs prior to the date the contract is renewed or extended.

### Type of Contract Type and Amount of Insurance

- Statutory Workers Compensation insurance as required by state law.
- Commercial General Liability minimum limits of \$1,000,000 per occurrence for bodily injury, personal injury, and property damage and \$2,000,000 Annual Aggregate.
- Automobile Liability with a minimum of:
  - \$250,000 Bodily Injury Per Person Each Accident
  - \$500,000 Bodily Injury Each Accident
  - \$100,000 Property Damage; or
  - \$1,000,000 Combined Single Limit Each Accident