



Chester Sewer District d/b/a Chester County Wastewater Recover (CWR)

Request for Proposal

Mechanical Dewatering Services.

Chester County Wastewater Recovery (CWR) located in Chester County South Carolina is seeking proposals for mechanical dewatering services at the Sandy River and Rocky Creek Wastewater treatment plants.

The process of responding to this Request for Proposal (RFP) should involve interested companies reviewing and analyzing the information provided herein and responding in writing to any and all items where a response is requested.

Response Request

Proposals will be received by CWR until 2:30 PM local time on May 21st ,2021. No e-mails will be accepted. Details of the award will be posted on our website www.cwr.services after the proposals have been evaluated and successful proposal chosen.

No proposals will be accepted after the deadline. The proposer is solely responsible for the timely submission of his/her proposal.

No proposal may be withdrawn for a period of forty-five (45) calendar days after the proposal.

Bids may be mailed to Chester County Wastewater Recovery, Attn: Joel Manning PO Box 279 Richburg SC 29729 or delivered to our office at 3261 Lancaster Highway Richburg SC 29729 prior to the appointed time of the proposal opening.

All proposals must be in a sealed envelope and marked “**REQUEST FOR PROPOSALS; MECHANICAL DEWATERING, OPEN (May 21st, 2021 AT 2:30 PM)**”

All proposals must be approved by the Operations Director and the Executive Director.

Should the proposals be higher than the amount allocated by the District for this project, the District reserves the right to negotiate in good faith with the low propose. Failing an agreement, the District may reject all bids and resubmit for new proposals or make any other decisions it deems to be in its own best interest.

District Contact

If you have any questions regarding this RFP or terms or conditions, please contact Joel Manning at jmaning@cwr.services.

All questions about the RFP or the work itself must be submitted to CWR staff by (May 7th ,2021) at 2:30 PM

Qualified Vendor

A qualified vendor is defined for this purpose as one who meets, or by the date of proposal acceptance can meet all requirements for licensing, insurance and service contained within this RFP.

Insurance

Company agrees that Company shall keep and maintain general automobile liability insurance in the amount of \$1,000,000 per occurrence for each vehicle and \$1,000,000 in aggregate for all vehicles which Company brings onto District property or use in any manner in the provision of services, including transportation to and from the sites(s) where the services are rendered; and Company further agrees that Company shall maintain general liability insurance in the amount of at least \$1,000,000 per incident/occurrence and \$1,000,000 in aggregate for all incidents/occurrence during the policy period; and Company agrees that Company shall maintain Worker’s Compensation Insurance on all of the Company’s employees. In no event shall Company serve as self-insurer for the purpose of Worker’s Compensation Insurance. Company also agrees that Company shall provide, in a form acceptable to the District, certificates of Worker’s Compensation Insurance, Automobile Liability Insurance and General Liability Insurance.

Indemnification

Company agrees to and shall indemnify and hold the District harmless for and against all liability, loss, damages or injury, and all costs and expenses (including attorney's fees and costs of any suit related thereto), suffered or incurred by the District, arising from or related to Company's negligent performance under this Agreement.

Illegal Immigration Reform Act Compliance

The contractor certifies that the contractor will comply with the requirements of Chapter 14, Title 8 of the South Carolina Code of Laws titled **Unauthorized Aliens and Public Employment** and agrees to provide the District any documentation required to establish either; (a) the applicability of such laws to the contractor, subcontractor, and sub-subcontractor; or (b) the compliance with this laws by the contractor and any subcontractors or sub-subcontractors.

WMBE Statement

It is the Policy of CWR to provide minorities and women equal opportunity for participating in all aspects of the District's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina.

It is further the policy of the District to prohibit discrimination against any person or business in pursuit of these opportunities based on race, color, national origin, religion, sex, age, handicap, or veteran status.

It is further the policy of the District to conduct its contracting and procurement programs to prevent such discrimination and to resolve any and all claims of such discrimination.

Customer Service

Please remember, although you are a contracted District service, you each represent Chester County Wastewater Recovery during all work performed, face-to-face as well as telephone conversations. These guidelines are to give all contract employees a solid feeling for what Chester County Wastewater Recovery expects from any contracted service.

Overview:

- A. Be friendly, courteous, and helpful
- B. Company uniforms must always be worn
- C. Staff members must always look and act professional

Instructions to Bidders

Purpose: The purpose of this document is to provide potential responders general and specific information in submitting a proposal to supply the District's needs as listed within.

1.1 Definitions:

- A) Responder: This term is used to encompass the party seeking an agreement with Chester County Wastewater Recovery
- B) District: This term is defined as Chester County Wastewater Recovery. All communications relating to the bid process or the resulting purchase should be directed to the Districts Financial Analyst or designated contact.
- C) Purchase: This term means the agreement executed by the District and the successful bidder.

1.2 Proposal Preparation: All Proposal responses shall be

- A) Prepared and submitted on the forms enclosed, unless otherwise prescribed.
- B) Typewritten or completed in ink, signed by the bidding firm's authorized representative with all erasures or corrections initialed and dated by said signer.
- C) Each proposal constitutes an offer and may not be withdrawn except as provided herein. Proposal Prices are to remain firm for the period stated in the Proposal Request.
- D) Each proposal shall include the name, address, telephone number, fax number and e-mail address of at least three (3) current customers for whom they have provided similar products. These references may be contacted, and if so, their responses will constitute a significant part in the proposal evaluation process.

1.3 Proposal Submission: three (3) copies of the Proposal Response shall be:

- A) Submitted in a sealed envelope with the following information written on the outside of the envelope:
 - The name of the bidding company
 - Identification of items being proposed.
- B) Mailed or delivered to the address shown in the Proposal Request for receipt by the District by the stated deadline.

C) Proposals not received by the time and date specified will not be opened or considered, unless the delay is a result of the District, its agents, or assigns.

1.4 **Errors in Proposals:** Proposers or their authorized representatives are expected to fully inform themselves as to the conditions, requirements and specifications before submitting proposals. Failure to do so will be at the proposer's risk. In case of error in extension of prices in the proposal, the unit price shall govern.

1.5 **Award Criteria:** The award shall be made to a single proposer who submits the lowest responsible and responsive proposal taking into consideration product quality, past performance, and compliance with stated terms, conditions and specifications. The District reserves the right to make such decisions as it deems to be in its own best interest. The District alone shall make such determination.

1.6 **Compliance with laws:** The successful proposer shall obtain and maintain all licenses, permits, liability insurance, workers compensation insurance and comply with all other standards or regulations required by federal, state, county or city ordinances and rules during the performance of any purchase between the proposer and the District. Any such requirement specifically set forth in any purchase document between the proposer and the District shall be supplementary to this section and not in substitution thereof.

1.7 **Brand Name:** The use of a brand name is for the sole purpose of describing the standard of quality, performance, and a characteristic desired and is not intended to limit or restrict competition.

Scope of Work to be Completed

Temporary mechanical dewatering services are required to process accumulated sludge at the Rocky Creek WWTP and Sandy River WWTP. The estimated quantity at the facilities is about 300,000 gallons each. The goal of the project is to process most of the sludge without the need for extensive removal such as vacuum truck services. Should further tank flushing cleaning be necessary then these services can be quoted separately.

Requirements:

Contractor shall furnish labor, equipment and materials to complete the work; items to include:

1. **Trailer Mounted Belt Filter Press/Operator**
2. **Polymer and Dosing System**
3. **Hose/Pipe to connect equipment**

CWR shall furnish all access, openings and right of way into the work

areas; Firm level area to stage, operate and maintain the equipment.
Any local fees or permits; 480 Volt, 3-Phase electric power and
Qualified electrician to connect service. Generator can be utilized in
Remote location; Process water source capable of 100gpm @ minimum 60 psi
Per each belt filter press system; Gravity draining filtrate discharge receptacle
i.e. return to manhole or basin. CWR shall be responsible for transportation
disposal of sludge cake.

Hours of Operation: Work may be performed between the hours of 9:00AM
– 4:00pm, Monday through Friday; any other days or times must be approved
by Operations Department in advance.

Prime Contractor Responsibilities: The contractor will be required to
assume sole responsibility for the complete effort as required by this RFP.
The District will consider the contractor to be the sole point of contact
regarding contractual matters.

Response Sheet

We, the undersigned, do hereby affirm that we have read and understand the
enclosed proposal requirements and specifications; and do submit this
proposal for the items listed below:

Please enclose three (3) copies of this sheet.

Provide temporary mechanical dewatering services as needed at Rocky Creek
and Sandy River WWTP's. Pricing items below:

Initial Preparation, Mobilization to Rocky Creek WWTP \$_____

Re-set equipment to Sandy River WWTP \$_____

Project Demobilization \$_____

Belt Press Services per Dewatered Cake Ton \$_____

Total Amount: \$_____

Indemnity Provision

CONTRACTOR (or Lessee or Vendor) assumes entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of any injury, or alleged injury (including death) to any person, or damage, or alleged damage, to property of the District or others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the performance of the work/service by the Contractor, his subcontractors, agents, and employees, including losses, expenses, damages sustained by the District, and agrees to indemnify and hold harmless the District, its officials, employees or volunteers from any and all such losses, expenses, damages, demands and claims and agrees to defend any suit or action brought against them, or any of them, based on such alleged injury or damage, and to pay all damages, cost and expenses in connection therewith or resulting therefrom. As an integral part of this agreement, contractor agrees to purchase and maintain during the life of this contract, contractual liability insurance in the amount required in the general liability insurance requirements and to furnish proper evidence thereof.

Above provision specifically applies to the contract dated _____ between the Chester Sewer District d//b/a Chester County Wastewater Recovery and _____ for
(contractor)

(service or products)

Name _____

Print Name _____

Title _____

Company _____