



Request for Proposals (RFP)

RFP 2019-011

“Colorado Acres Water Treatment Facility Rehab”

Due: October 7, 2019 at/or before 10am

Notice is hereby given that Webb County is seeking to solicit formal Requests for Proposals (RFP) for the purpose of selecting a Contractor interested in the rehabilitation and re-activation of the Colorado Acres Reverse Osmosis Water Treatment Project. This formal solicitation will comply with the Texas Local Government Code, Section 262.030 (Alternative Competitive Proposal Procedure for Certain Goods and Services).

The accompanying RFP with its terms, conditions, attachments and all other forms in this RFP package are due by or before 10 a.m. (Central Time) on, October 7, 2019. ***RFP received after the due date and time will not be accepted.*** All RFP meeting the required deadline will be read publicly at the following location in accordance with Webb County Purchasing Policies and Procedures:

Webb County Purchasing Department
1110 Washington St., Ste. 101
Laredo, Texas 78040

This RFP solicitation can be viewed at the following online address. Interested firms may submit their proposals by registering on Webb County’s eBid site and uploading their file to our Response Attachment Tab. Should anyone need assistance please contact Mr. Juan Guerrero, Contract Administrator at (956) 523-4125.

<https://webbcountyebid.ionwave.net/Login.aspx>



Webb County reserves the right to reject any and all RFP, to waive informalities in the RFP process, or to terminate the RFP process at any time, if deemed in the best interest for Webb County.

THIS FORM MUST BE INCLUDED WITH RFP PACKAGE; PLEASE CHECK OFF EACH ITEM INCLUDED WITH RFP PACKAGE AND SIGN BELOW TO CONFIRM SUBMITTAL OF EACH REQUIRED ITEM.

RFP # 2019-011
“Colorado Acres Water Treatment Facility Rehab”

☐ Proposer Information

☐ Proposed Pricing Sheet (Form “A”)

☐ References

☐ Conflict of Interest form (Form CIQ)

☐ Certification regarding Debarment (Form H2048)

☐ Certification regarding Federal lobbying (Form 2049)

☐ Code of Ethics Affidavit

☐ Proof of No Delinquent Tax Owed to Webb County

Signature of Person Completing this Package

Date

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1. Introduction

Notice is hereby given that Webb County is seeking to solicit formal Requests for Proposals (RFP) for the purpose of selecting a Contractor interested in the rehabilitation and re-activation of the Colorado Acres Reverse Osmosis Water Treatment Project.

Location: 386 Ranch Road 7150G, Laredo, TX

Background:

The Reverse Osmosis Water Plant came about as a solution to providing water to multiple colonias in the eastern boundaries of Webb County community called Las Lomas. The facility is provided source water by only one (1) groundwater well located in the boundaries of the existing facility. The production specifications of the original facility was designed for approximately 50,000 gallons per day of potable water under the registered TCEQ approved Public Water System 2400029.

After approximately ten years of operation due to limited maintenance and unspecified equipment failures the production capacity was significantly reduced to a maximum of 15,000 gallons per day production due to limitation in both the well production and plant treatment capacity. In 2015 the well failed due to casing and pumping disrepair and the plant was closed for repair.

After a series of water quality investigations performed by Webb County subcontracted firms it was concluded that the new water quality issues were the “new normal” for the water produced from the existing well; this includes elevated dissolved solids and sulfide.

In order to address these issues of membrane fouling, improve plant functionality, and accommodate for possible new water sources the County requires the services of an entity that can provide the SOW below.

2. Proposal Preparation Cost

Webb County will not reimburse any proposer for any costs involved in the preparation and submission of proposals, amendments or other relevant documents associated with the RFP.

3. Instructions to Proposers

- a) Your proposal should be concise, specific, and complete and should demonstrate a thorough understanding of the terms and conditions of this proposal.
- b) Please include 5 references for whom you have done prior jobs of similar scope of work.
- c) Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete offer are not desired. Legibility, clarity, and completeness are much more important.
- d) Your proposal must be signed by an official authorized to bind your company or as an individual contractually and must be accompanied by a statement to the effect that your offer is firm for a period of not less than 60 calendar days after the closing date of Request for Proposal.
- e) Proposer must provide all information required by Form “A” attached and include all corresponding documents required by Webb County Purchasing Agent.
- f) Webb County has the right to negotiate with successful proposer before final execution of agreement.

4. Scope of Services:

1. Install and operate a new pretreatment facility to include multiple options of treatment and clarification prior to the existing RO facility. This process is to include;

A. Technical Instructions and recommendations for the clarification of the water being treated.

- Optimize mixing times for better clarity
- Monitor and check turbidity to determine if our modifications are working
- Make sure that all components like sensors, wiring, contactors and selector switches are working and responding as well as cleaning contacts.
- Run water test to make sure that the water is within specifications with the state and city requirements. (TCEQ)

B. Training and documentation by using best practice implementation for water clarification and treatment.

- Conduct training for the operators to make sure that they understand all aspects of treatment
- Create a log sheet and trend results to make sure that all is working as designed and specifications are being met
- Create a paper trail of what is being tested and see if they meet guidelines and be in compliance with TCEQ
- Better prepare the operators by training them in potable / waste water practices

C. Software changes to optimize process and timing of the clarification system.

- Implement changes to the programming as needed to optimize results
- Update current setups on equipment to make sure that we are running efficiently
- Respond to any glitches in the software that may arise from running the clarifier when it's a hot or cold day
- Fix any hiccups that might happen with controllers and communication links

D. Consultation as needed for water production and equipment at the plant.

- Advise and consult on any future modification to optimize clarification
- Assist and implement alternatives to the current operation to maximize efficiency and initiate a preventive maintenance program in place for pumps, controls, equipment etc.
- Document and present alternative return on investment projects to make the plant more productive and efficient.

E. Laboratory tests for any analysis needed for the influent and effluent water to the plant. (Ex. BOD, NTU, TSS, FE,)

- Conduct laboratory work that will maintain our equipment operable and corrosion free as well as calibrate existing and needed controllers
- Monitor and maintain THM within specifications when running CLO₂ or optimize system with a more safe and efficient product.
- Bi-Weekly water testing from us will check and verify results for the plant's water clarification to the consumer
- Meet State requirements and prevent any surcharges that can be generated by not meeting the required limits within our water clarification.

F. Chemical optimization, evaluations and testing. (Jar Testing)

- Double check and optimize chemical dosage by running jars on a needed basis
- Meet all standards within the plant by reviewing and maintaining guidelines from Safety Data Sheets and State requirements
- Training on chemical handling and inventory
- Run a more economical chemical program by modifying operation and using customer's chemical supply.

G. Onsite Testing and Assessments:

- Quarterly Analysis for potable water and calibration
- Micro-bio Testing and Documentation

2. Upgrade RO system membranes and equipment to increase the overall production of the Colorado Acres RO facility to include the following:

See Form "A"

5. Conflict of Interest

The contract or contracts in this solicitation are subject to Texas Govt. Code Sec. 2261.252(b), which prohibits the Webb County from entering into contracts with certain private vendors in which certain Webb County officers and employees have a financial interest. Each respondent shall include in its proposal a statement that it is not prohibited from entering into a contract with Webb County as a result of a financial interest as defined under Texas Govt. Code Sec. 2261.252(b).

A conflict of interest may involve conflicting incentives with regard to the firm as a whole, or any employee. The conflict may arise between the provider's work under a contract entered as a result of this solicitation and a relationship involving Webb County, a construction contractor, another engineering firm, a materials testing firm, a third party affected by the project, a sub provider for any other consultant or contractor, or any other entity with an interest in a project on which work is performed under a contract entered as a result of this solicitation.

6. Texas Ethics Commission Requirement Notification:

In 2015, the Texas Legislature adopted [House Bill 1295](#), which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

A signed and notarized Form 1295 shall be tendered to Webb County by providers selected to receive a contract prior to contract execution. Webb County will not evaluate the information provided, or respond to any questions on how to interpret the Texas Ethics Commission's rules.

For additional information, please reference the Texas Ethics Commission webpage at: <https://www.ethics.state.tx.us/tec/1295-Info.htm>

7. Webb County Purchasing Code of Ethics Policy

The County of Webb will ensure that it will promote and enforce proper ethical conduct by all Vendors, Procurement Officials, Elected Officials and County employees directly or indirectly involved in the procurement process. All vendors wishing to participate in any solicitation must sign and notarize the affidavit form included as part of this solicitation package and upload with your electronic submission. ***Failure to submit form will disqualify your bid or proposal package from being considered.***

The Ethics Policy can be viewed at the Webb County Purchasing Agents website listed below for vendors to read prior to signing and submitting the affidavit form.

<http://www.webbcountytx.gov/PurchasingAgent/PurchasingEthicsPolicy.pdf>

The Webb County Purchasing Board approved the Code of Ethics policy on April 19, 2018 and adopted by the Webb County Commissioners Court on May 14, 2018.

When responding to an Active Solicitation, Vendors shall be required to disclose donations and campaign contributions by the Vendor or any individual or entity acting on the Vendor's behalf to the Purchasing Agent or his designee made within six (6) months prior to the date of the Active Solicitation. ***Failure by a Vendor to accurately disclose such contributions may result in the Vendor's disqualification, debarment, or contract voidance as per Section 18 of the Ethics Policy.***

8. General Conditions

Interested proposers shall familiarize themselves with conditions relating to the scope, specifications, and restrictions regarding the execution of work to be performed under the contract. It is the proposer's responsibility to obtain any additional information it deems necessary to submit in its RFP proposal, as well as in the performance of the contract. Information contained in this document should not be considered all-inclusive.

All questions regarding this RFP proposal request must be submitted to in writing through eBid by utilizing the "Questions Tab" in the Bid Event in accordance with Section 11 (Proposal Schedule).

9. RFP Evaluation scoring criteria:

RFP will be evaluated as follows:

- | | |
|---------------------------------------|-----------|
| ▪ Pricing Schedule | 20 points |
| ▪ Experience & Qualifications | 25 points |
| ▪ References | 20 points |
| ▪ Prior jobs similar to Scope of Work | 35 points |

The evaluation committee may conduct the following tasks but is not an all-inclusive list of tasks that may be conducted by committee:

- Review all RFPs received for compliance with RFP terms and conditions.
- Prepare a comparative summary of proposals.
- Prepare a preliminary ranking of RFPs using a quantitative method based on the criteria presented in the RFP document and other criteria as directed by committee.
- Conduct a site visit with Proposer
- Request clarification from proposers.
- Prepare a final ranking of RFPs.

10. RFP Evaluation Committee:

The following Webb County employees are involved in the evaluation process for this procurement:

- Tomas Sanchez, Water Utilities
- Luis Perez Garcia, Webb County Engineer
- Jose Luis Neira, Road & Bridge Director

Note: Do not contact these individuals about this solicitation during the restricted contact period. [Please refer to our Purchasing Ethics Policy](#) Section 6 (*Restricted Contact Period*).

11. PROPOSAL SCHEDULE

Activity	Time	Date	Responsible Party
Public Notice/Newspaper	n/a	Sep 24 th , Oct 1 st	Webb Co. Purchasing Dept.
RFP on Posted on eBid	n/a	Sep until awarded.	Webb Co. Purchasing Dept.
Questions Due to County	No later than 5pm	Sep 26 th	Proposer/Contractor
Posting of Answers	No later than 5pm	Sep 17 th	Webb Co. Purchasing Dept.
Sealed Proposals Due	10am	Oct 7 th	Proposer/Contractor
Evaluation of Proposals	TBD	TBD	Webb Co. Evaluation Team
Award of Contract	TBD	TBD	Governing Body
Finalization of Contract Doc	TBD	TBD	Webb County/Contractor

***Footnote:** County reserves the right to adjust time and dates on above projected schedule if it is in the best interest for Webb County.*

12. Special Accommodations:

To request special accommodations pursuant to the Americans with Disabilities Act (ADA), please notify the contact shown below, a minimum of 48 hours prior to a scheduled meeting.

Mr. Juan Guerrero, Contract Administrator at 956) 523-4125 or email at juguerrero@webbcountytexas.gov



Proposer Information

Name of Company: _____

Address: _____

City and State _____

Phone: _____

Email Address: _____

Signature of Person Authorized to Sign:

Signature

Print Name

Title

Indicate status as to "Partnership", "Corporation", "Land Owner", etc.

(Date)

Note:

All submissions relative to these RFP shall become the property of Webb County and are nonreturnable.

If any further information is required, please call the Webb County Contract Administrator, Juan Guerrero, at (956)523-4125.

****Please place this form as your cover page for this RFQ package.***