

City of Weslaco

"The City on the Grow"



David Suarez, Mayor
Olga M. Noriega, Mayor Pro-Tem, District 3
Leo Muñoz, Commissioner, District 1
Greg Kerr, Commissioner, District 2
Gerardo "Jerry" Tafolla, Commissioner, District 4
Letty Lopez, Commissioner, District 5
Fidel L. Peña, III, Commissioner, District 6

Mike R. Perez, City Manager

CITY OF WESLACO

Request for Proposals

The City of Weslaco hereby requests sealed proposals for the following:

Proposal to Conduct Landfill Post-Closure Care Monitoring – RFP No.: 2015-16-13

Sealed proposals addressed to Homer Rhodes, will be accepted at the Weslaco City Hall Purchasing Office, 255 S. Kansas Avenue, Weslaco, Texas 78596, until **3:00 p.m.** on **June 2, 2016**, at which time they will be opened and read aloud. Please mark envelope, "Sealed Proposal"

Proposal to Conduct Landfill Post-Closure Care Monitoring – RFP No.: 2015-16-13

Potential Respondents are advised that the proposal documents can be downloaded from the City of Weslaco web page address: www.weslacotx.gov, and may also be secured at the Weslaco City Hall Purchasing Office, 255 S. Kansas Avenue, Weslaco, Texas 78596, or by calling 956.447-2240. Be advised that if your company is contemplating on responding to this project you must contact the Purchasing Office, so that any changes/additions via addendum form can be forwarded to your company. (Please include your company name, address, e-mail, telephone and fax, and contact person). **No electronic proposals will be accepted.**

The City of Weslaco reserves the right to accept or reject any or all proposals, to waive any informalities, and to accept the proposal to be the best and most advantageous to the City and to hold proposals for a period of forty-five (45) days without taking action, for the purpose of reviewing the proposals and investigation of respondent's qualifications prior to award. Proposals submitted past the aforementioned date and time will not be accepted.

City of Weslaco

Homer Rhodes,
Purchasing Office

hrrhodes@weslacotx.gov



VENDOR'S NOTICE OF INTENT TO SUBMIT A PROPOSAL

If you intend to submit a **Proposal to Conduct Landfill Post-Closure Care Monitoring – RFP**
No.: 2015-16-13

with the City of Weslaco as outlined in the specifications, please indicate your intention by signing, dating, and returning this form to the address below prior to **June 2, 2016** so that you may receive any addendums to the specifications should the need arise.

Homer Rhodes
City of Weslaco
Purchasing Office
255 S. Kansas Avenue
Weslaco, Texas 78596
Phone: 956.447.2240
Fax: 956.969.8452
hrhodes@weslacotx.gov

Name: _____ Signature: _____
(print / contact person)

Title: _____ Company/Agency: _____

Mailing
Address: _____ City/State/Zip: _____

Phone: _____ Fax: _____

Email Address: _____

Proposal No.: 2015-16-13



"The City on the Grow"

City of Weslaco / Request for Proposal
For Landfill Post-Closure Care Monitoring
Location: Alton, Texas
Hidalgo County
(RFP No.: 2015-16-13)

1 INTRODUCTION:

The City of Weslaco is seeking proposals from potential qualified contractors that would demonstrate to the City that the firms would be “qualified” and competent to provide the services listed in this Request for Proposal (RFP).

To be considered “qualified,” firms must be independent and demonstrate the skills and experience necessary to perform, at a minimum, the services listed in this Request for Proposal (RFP). Services shall be undertaken in a manner consistent with the prevailing accepted standard for similar services with respect to projects of comparable function and complexity and with the applicable laws and regulations published and in effect at the time of performance of the services.

SCOPE OF SERVICES REQUESTED

See the attached scope of work.

2 INSTRUCTIONS AND CONDITIONS FOR SUBMITTING PROPOSALS:

In connection with this RFP, interested firms should limit their contact to the City of Weslaco by communicating only with Homer Rhodes at (956) 447-2240, hrhodes@weslacotx.gov regarding this RFP.

Contact with persons other than Mr. Rhodes regarding this RFP may be grounds for eliminations from the selection process.

3 RFP SUBMISSION:

All responses to this RFP must be received by **3:00 P.M. Central Standard Time, June 2, 2016**. Proposals will be opened immediately after the closing deadline. Proposal openings are open to the public and will be at the proposal delivery address. **One original and Four Copies of Proposal must be sent/delivered to the City of Weslaco, Attention: Homer Rhodes, Purchasing Office, 255 South Kansas Avenue – Weslaco, Tx. 78596.**

Delivery by telephone facsimile or electronic submission will not be accepted. All proposals should be mailed in and **sealed** envelope clearly marked “Landfill Post Closure Care Monitoring - RFP No.: 2015-16-13.”

4 RESPONSIVENESS:

4.1 The detailed requirements set forth below are mandatory. Failure to respond to a specific requirement may result in disqualification. The submission should be concise and limited to no more than necessary pages to describe your proposed Landfill Post- Closure Care Monitoring. Brochures of your services may be added to your proposal.

5 PLEASE SUBMIT THE INFORMATION IN THE FOLLOWING ORDER:

5.1 State the name of the firm submitting proposals, the primary address, telephone, telefax and Federal Employer Identification (FEIN) numbers (W9), the name and title of the person who will serve as key contact person for the firm with respect to the proposals, and the name of the person submitting the proposals as an authorized representative of the firm..

5.2 List and describe the firm’s professional relationships involving the City of Weslaco for the past five years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the requested Services.

5.3 Provide a statement explaining the special resources or qualifications the firm possesses to make it uniquely qualified to provide the services listed and related management advisory services.

5.6 Provide a list of at least five organizations with the name of a contact person and phone number that can be used as references for performance of similar or related services. Selected organizations may be contacted to determine quality of work performed and personnel assigned to the project.

6 SCHEDULE OF EVENTS:

The City of Weslaco intends to use the following schedule of events for issuance of and response to this Request for Proposal:

<u>Date of Completion</u>	<u>Description of Event</u>
May 18, 2016	1 st Advertisement in Advance News Journal
May 25, 2016	2 nd Advertisement in Advance News Journal
June 2, 2016	Proposal deadline & Opening at 3:00 p.m.
June 7, 2016	City Commission will award most advantageous Proposal

7 AWARDS AND EVALUATION PROCESS:

7.1 The contents of the proposals of the successful firm shall become contractual obligations if procurement ensues. In the event of any conflict in the terms and /or conditions of this RFP and any subsequent contract resulting from this RFP, then the terms and conditions of this RFP shall take precedence. Failure to accept these obligations in the contractual agreement would result in cancellation of the award.

7.2 Evaluation Criteria:

All Proposals will be reviewed by a designated committee with staff assistance as needed. Firms may be asked to give formal presentations to those committees. Their findings may be submitted to the City of Weslaco for consideration and /or award. The review committee will determine the relative importance of each category

Cost = 20 Points

Experience / Background / Qualifications = 20 Points

Firms ability to complete timely monitoring = 20 Points

Firms familiarity with City's project requirements / Proposed Plan = 20 Points

References = 20 Points

8 STANDARD TERMS AND CONDITIONS:

8.1 Proposal Cost Incurred:

The City of Weslaco is not liable for any costs, including postage, incurred by firms responding to RFP.

8.2 Propriety Information:

The firms are hereby notified that information submitted will be handheld in accordance with applicable laws, regulations, and policies of the City of Weslaco.

8.3 Insurance and Indemnifications Requirements:

8.3.1 The firm shall protect, indemnify , save and hold harmless the City of Weslaco, its officers, agents, and employees from all suits, actions, or claims of any kind or character brought because of injuries or damages received or sustained by any person, persons, or property on account of any operation of the firm, its agents, employees, sub-contractors or any others authorized by the firm to perform work as specified under any contract for services which may result from responding to this solicitation.

8.3.2 The firm shall at its own expense procure coverage provided hereunder from companies authorized to do business in the state of Texas prior to executing a contract for services. Before commencing any work hereunder, the firm shall furnish to the City of Weslaco certificates of insurance as required herein showing that it has complied with this section.

8.3.3. In the event any of the work performed by the firm is sublet or assigned, or is otherwise to be performed by anyone other than the firm's own employees, the insurance specified in this section shall extend to cover such work.

8.3.4 All policies required under this solicitation and any ensuing contract shall be maintained in force until completion of the work and shall include an endorsement requiring thirty (30) day prior written notice to the Authority before any change or cancellation is made effective

8.4 Types and minimum limits of insurance required:

8.4.1 Comprehensive General Liability Insurance shall be carried for a combined amount of not less than one million (1,000,000) of coverage for all damages arising out of bodily harm, death, and property damage for each occurrence.

8.4.2 Worker's Compensation and Employer's Liability Insurance shall be carried to cover the Offerer's liability under the Worker's Compensation Law of the State of Texas.

8.4.3. Automobile liability of \$1,000,000 combined single limit per accident for bodily injury and property damage.

9 PUBLIC AVAILABILTY TO RFB RECORDS:

Copies of the proposals will be available for public inspection, (after award has been made) under supervision of Homer Rhodes from 8:00am-5:00pm Monday through Friday at the Weslaco City Hall, 255 S. Kansas Ave. Weslaco, TX 78596.

10 DEVIATIONS AND EXCEPTIONS:

Deviations and exceptions from terms, conditions, or specifications shall be described fully on the firm's letterhead. In the absence of such statement, the proposals shall be accepted as in strict compliance with all terms, conditions, and specifications.

Scope of Services

The City of Weslaco is seeking a Four year Agreement for Landfill Post-Closure Care Monitoring at the City of Weslaco owned Landfill in Alton, Texas

As part of the City's post-closure requirements the City is required to monitor, implement and maintain environmental programs related to air, soil and groundwater for various closed landfills. The selected firm(s) will perform environmental consulting and remediation services including, but not limited to the following:

1. Provide assistance with quarterly and semi-annual groundwater monitoring events at select landfills. CONSULTANT will be responsible for analyzing select parameters, evaluating analytical data, and preparing a report, as required by TCEQ. Consultant may also be responsible for continuing groundwater sampling events at selected landfills;
2. Provide assistance with the evaluation and maintenance of existing leachate and methane collection systems at select landfills. CONSULTANT will be responsible for making recommendations, acquiring equipment, and supplying labor to ensure systems are operating effectively and efficiently;
3. Provide assistance with air monitoring, permitting and reporting to meet Title V permit requirements and New Source Performance Standard (NSPS) requirements and permit rule requirements or other air quality requirements at selected sites. These services may include air monitoring, landfill gas sampling and analyses, or landfill gas surface monitoring;
4. Develop work plans including Sampling Plans, Quality Assurance/Quality Control Plans, and Health and Safety Plans;
5. Provide groundwater monitoring well system design, installation, sampling and testing;
6. Develop landfill gas and leachate management plans;
7. Conduct Risk Assessments;
8. Design and implement site specific remediation plans;
9. Operate and maintain all remediation equipment, including any equipment and labor as may be required such as pumps, compressors, gas analyzers, bailers, and other testing equipment;
10. Obtain site closure on projects pertaining to impacted soil, water, air and other affected media in accordance with federal, state and local requirements;
11. Complete Environmental Compliance auditing;
12. Provide Engineering, design, surveying and over-sight of construction activities required at selected landfill sites;
13. Construct and maintain gas collection and leachate collection systems;
14. Provide regulatory coordination and other services, as required;
15. Develop spill prevention countermeasures control (SPCC) plans for facilities subject to SPCC requirements. Consultant will also provide assistance with design and implementation of containment measures required for facility compliance;
16. Prepare monthly reports describing tasks completed, tasks anticipated to be completed and expenses incurred for all assigned projects.

Sites that may be addressed under this contract include properties owned and/or maintained by the City and may include, but not limited to: **City of Weslaco Landfill in Alton, Texas**