

**ADVERTISEMENT
REQUEST FOR PROPOSALS FOR ENGINEERING
SERVICES RELATED TO EMISSION RATE TESTING AT
THE SOLID WASTE LANDFILL
CITY OF GRAND ISLAND, NEBRASKA**

Sealed proposals will be received by the **City Clerk's Office**, 100 E. First Street, Grand Island, NE 68802 until **4:00 P.M. (local time) on Tuesday, April 10, 2012** for **Engineering Services Related to Emission Rate Testing at the Solid Waste Landfill, City of Grand Island, NE**. Proposals received after the specified time will be returned unopened to sender. Proposals must be based on the City's Request for Proposals. Contact Jeff Wattier with the Solid Waste Division of the Public Works Department at (308) 385-5433, extension 4 for further information.

Proposed services shall include, but are not limited to:

- **Preparation of sampling plan**
- **Submit sampling plan to the NDEQ**
- **On-site sampling using a geoprobe**
- **Laboratory analysis to determine NMOC concentration data**
- **Preparation of Tier II analysis report**

The award winning offer will be required to comply with the City's insurance requirements.

Proposals will be evaluated based upon costs, responsiveness and completeness of proposal, experience and qualifications of firm, team qualifications, experience with the City, and proposed agreement. Proposals shall remain firm for a period of ninety (90) days after the proposal due date. The City of Grand Island reserves the right to refuse any or all proposals, to waive technicalities, and to accept whichever proposal that may be in the best interest of the City, at its sole discretion.

REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES RELATED TO EMISSION RATE TESTING AT THE SOLID WASTE LANDFILL CITY OF GRAND ISLAND, NEBRASKA

PROPOSED WORK

The Solid Waste Division of the Public Works Department for the City of Grand Island, Nebraska is seeking a consultant to provide engineering services to conduct USEPA Tier II Non-Methane Organic Compounds (NMOC) Emission Rate Testing at the City's Sub-Title D landfill. The Solid Waste Division is responsible for the operation of a 300 ton-per-day landfill located six miles North of Shelton, Nebraska, Hall County.

The proposed engineering services will involve the USEPA Tier II NMOC testing of the current Sub-Title D landfill and the City's old landfill, which is adjacent to the current Sub-Title D landfill, per USEPA requirements.

More specifically, the proposed services shall include, but are not limited to:

- Preparation of a sampling plan for sample location and collection;
- Submit sampling plan to the NDEQ for approval;
- On-site landfill gas sampling using a geoprobe;
- Laboratory analysis to determine the concentration of NMOC in the landfill gas;
- Revised estimate of NMOC emissions based on the site-specific concentration data utilizing the USEPA methodology;
- Preparation of a Tier II analysis report;
- Provide the City of Grand Island two (2) hard copies and one (1) electronic copy of the report.

EVALUATION CRITERIA

Proposals will be evaluated with the following considerations, along with the weight percentages assigned to each element which will be used to rank and evaluate the proposals:

- Firm experience on similar work. (25%)
- Experience with the City of Grand Island Solid Waste Division. (25%)
- Approach. (20%)
- Proposed schedule. (10%)
- Proposed fees and agreement. (20%)

PROPOSAL SHALL INCLUDE

(Limit 12 pages excluding staff resumes)

In order to be carefully evaluated, the proposal shall include:

- Brief firm profile.
- Brief approach to the project.
- Resume of key staff designated for the work.
- Copy of typical agreement with proposed cost.
- Brief summary of no more than five (5) similar projects the firm has completed.
- Any exception(s) to the proposal requirements.

PROPOSAL PROTOCOL

Jeff Wattier of the Solid Waste Division of the Public Works Department will be the City's contact person for additional information on this proposal (telephone number 308-385-5433, ext. 4). Interested firms shall send three (3) copies of their proposal to the City Clerk, Grand Island City Hall, 100 East 1st Street, P.O. Box 1968, Grand Island, NE 68802-1968. Proposals must be received by **4:00 p.m. on April 10, 2012**. Proposals must remain firm for ninety (90) days from the proposal due date. The City of Grand Island reserves the right to reject any or all proposals and to select the proposal which is deemed to be in the City's best interest, at its sole discretion.

CONTRACT NEGOTIATIONS

The evaluation committee will rank the proposals. It is anticipated that no interviews will be necessary. The City will then negotiate with the highest ranked proposer. If a satisfactory agreement cannot be negotiated with the highest ranked proposer, then an attempt will be made to negotiate an agreement with the next highest ranked proposer.

ANTICIPATED SCHEDULE

The following timetable is anticipated:

- April 10, 2012 @ 4:00 p.m. Proposal due
- April 16, 2012 Begin negotiations
- April 24, 2012 City Council approve agreement
- April 25, 2012 Issue notice to proceed
- July 18, 2012 Complete work and submission of final report

GRATUITIES AND KICKBACKS

City Code states that it is unethical for any person to offer, give or agree to give any City employee or former City employee, or for any City employee or former City employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination,

claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

INSURANCE COVERAGE

The proposer shall purchase and maintain at his expense as a minimum insurance coverage of such types and in such amounts as are specified herein to protect proposer and the interest of Owner and others from claims which may arise out of or result from proposer's operations under the Contract Documents, whether such operations be by proposer or by any Subcontractor or anyone directly or indirectly employed by any of them or for whose acts any of them may be legally liable. Failure of proposer to maintain proper insurance coverage shall not relieve him of any contractual responsibility or obligation.

WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY

1. "Worker's Compensation and Employer's Liability." This insurance shall protect the Contractor against all claims under applicable State worker's compensation laws. This insurance shall provide coverage in every state in which work for this project might be conducted. The Contractor shall also be protected against claims for injury, disease, or death of employees which, for any reason, may not fall within the provisions of a worker's compensation law. This policy shall include an "all states" endorsement. The liability limits shall be not less than the following:

Worker's Compensation	Statutory Limits
Employer's Liability	\$100,000 each accident
	\$100,000 each employee
	\$500,000 policy limit

2. "Business Automobile Liability." This insurance shall be written in comprehensive form and shall protect the Contractor, Contractor's employees, or subcontractors from claims due to the ownership, maintenance, or use of a motor vehicle. The liability limits shall be not less than the following:

Bodily Injury & Property Damage	\$500,000 Combined Single Limit
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FAIR EMPLOYMENT PRACTICES

Each proposer agrees that they will not discriminate against any employee or applicant for employment because of age, race, color, religious creed, ancestry, handicap, sex or political affiliation.

LB 403

Every public contractor and his, her or its subcontractors who are awarded a contract by the City for the physical performance of services within the State of Nebraska shall register with and use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

FISCAL YEARS

The City of Grand Island, Nebraska operates on a fiscal year beginning October 1st and ending on the following September 30th. It is understood and agreed that any portion of this agreement which will be performed in a future fiscal year is contingent upon the City Council adopting budget statements and appropriations sufficient to fund such performance.

TITLE VI

The City of Grand Island, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notified all bidden that it will affirmatively insure that in any contact entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin, sex, age and disability/handicap in consideration for an award.

SECTION 504/ADA NOTICE TO THE PUBLIC

The City of Grand Island does not discriminate on the basis of disability in admission of its programs, services, or activities, in access to them, in treatment of individuals with disabilities, or in any aspect of their operations. The City of Grand Island also does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973. Questions, complaints, or requests for additional information or accommodation regarding the ADA and Section 504 may be forwarded to the designated ADA and Section 504 compliance coordinator.

Mary Lou Brown
308-385-5444, extension 140
100 East First Street, Grand Island, NE 68801
Monday through Friday; 8:00 a.m. to 5:00 p.m.

PROPOSAL TERMS AND CONDITIONS

The City will not pay any costs incurred by the firm in preparing or submitting the proposal. The City reserves the right to modify or cancel, in part or in its entirety, this RFP. The City reserves the right to reject any or all proposals, to waive defects or informalities, and to offer to contract with any firm in response to any RFP. This RFP does not constitute any form of offer to contract.