

CITY OF AMARILLO

REQUEST FOR PROPOSAL P-02-11

**GEOTECHNICAL/ENVIRONMENTAL SERVICES FOR
INSTALLATION OF FIVE (5) NEW GROUNDWATER
PIEZOMETER WELLS AT THE CITY OF AMARILLO
MUNICIPAL SOLID WASTE LANDFILL**



***Please submit Request For Proposals (RFP) for the following no later than
4 p.m. Monday, November 22, 2010***

I. INSTRUCTIONS TO PROPOSERS

All proposers must familiarize themselves with the following instructions to proposers

1. PROPOSAL DELIVERY, TIME, & DATE

- 1.1 The City of Amarillo will receive written and sealed proposals from Qualified Licensed Geotechnical or Environmental Drilling Firms for the Installation of up to Five (5) Groundwater Piezometer Wells per the attached specifications and related survey activities. Sealed proposals will be received until 4 p.m., Monday, November 22, 2010 at the office listed below. Proposals received after that date and time will not be opened. Proposals will be opened Tuesday, November 23, 2010 to begin the selection process. Each qualification and supporting documentation must be in a sealed envelope or container plainly labeled in the lower left-hand corner:

“RFP for Geotechnical/Environmental Services for Installation of New Groundwater Piezometer Wells at the City of Amarillo Municipal Solid Waste Landfill (Permit 73A)”

Include the opening date and time of the proposal. Proposers must also include their company name and address on the outside of the envelope or container. Qualifications must be addressed to:

Michael Rice
Public Works Director
City of Amarillo
Room 210, City Hall
509 East 7th Avenue
Amarillo, TX 79101
Phone: (806) 378-6000

- 1.2 Proposers are responsible for making certain proposals and proposed contracts are delivered to the Public Works Department. Mailing of a qualification document does not ensure that the document will be delivered on time or delivered at all. If proposer does not hand deliver the qualifications document, we suggest that he/she use some sort of delivery service that provides a receipt.

- 1.3 Proposals will be accepted in person, by United States Mail, by United Parcel Service, similar parcel delivery businesses, or by private courier service. No proposals will be accepted by oral communication, telephone, electronic mail, telegraphic transmission, or facsimile transmission. Proposals may be withdrawn prior to the above scheduled time set for closing of the proposals. Any proposal received after the date and hour specified will be rejected and returned unopened to the proposer.
- 1.4 The City of Amarillo reserves the right to postpone the date and time for opening proposals through an addendum.
- 1.5 Proposals will not be accepted from any firm, person or party, parent or subsidiary for which the City has an outstanding claim against, or a legal or financial dispute relating to contract performance with the City.

2. REQUEST FOR ADDITIONAL INFORMATION

- 2.1 All requests for additional information or clarification concerning this proposal must be submitted in writing and addressed to the Public Works Director at the following address no later than five (5) days prior to the proposal due date:

Michael Rice
Public Works Director
City of Amarillo
Room 210, City Hall
509 East 7th Avenue
Amarillo, TX 79101
Phone: (806) 378-6000

- 2.2 Prior to a planned final selection, proposers may be required to submit additional information which the City may deem necessary to further evaluate the proposer's qualifications or abilities to perform the services required.

3. ADDENDA & MODIFICATIONS

- 3.1 Any proposer in doubt as to the true meaning of any part of this proposal or other documents may request an interpretation thereof from the City Engineer. At the request of the proposer or in the event the City Engineer deems the interpretation to be substantive, the interpretation will be made by written addendum issued by the City Engineer. Such addendum issued by the City Engineer will be sent to all proposers receiving the original proposal and will become part of the proposal, having the same

binding effect as provisions of the original proposal. No verbal interpretation will be considered. Any interpretation request must be submitted in writing and must be received by the City of Amarillo – Public Works Director no later than five (5) days prior to the proposal due date.

- 3.2 All addenda, amendments, and interpretations of this solicitation shall be in writing. The City of Amarillo shall not be legally bound by an amendment or interpretation that is not in writing. Only information supplied by the City in writing or in the proposal should be used in preparing proposal responses. All contacts that a proposer may have had before or after receipt of the proposal with any individuals, employees, or representatives of the City and any information that may have been read in any news media or seen or heard in any communication facility regarding this proposal should be disregarded in preparing responses.
- 3.3 The City does not assume responsibility for the receipt of any addendum sent to proposers.
- 3.4 A copy of all addenda issued must be signed and returned with the proposal submission. Failure to sign and return copies of all addenda shall be cause for rejection of the provider's proposal.

4. EXAMINATION OF DOCUMENTS AND REQUIREMENTS

- 4.1 Each proposer shall carefully examine all proposal documents and thoroughly familiarize themselves with all requirements prior to submitting a proposal to ensure that the services being promoted and offered meet the intent of these specifications.
- 4.2 Before submitting a proposal, each proposer shall be responsible for making all investigations and examinations that are necessary to ascertain conditions and requirements affecting the requirements of this proposal. Failure to make such investigations and examinations shall not relieve the Firm from obligation to comply, in every detail, with all provisions and requirements of the proposal.
- 4.3 The contractor must perform at least 30% of the total original contract cost within his own organization in accordance with Article 3.3.6 of the City of Amarillo General Conditions.

5. PROPOSAL COPIES

- 5.1 Proposers must submit one (1) original and three (3) copies of their proposal. Additional copies may be requested by the City of Amarillo if deemed necessary.

- 5.2 All proposals must include this proposal notice and any subsequent addenda. The proposer must sign and date their proposal in the space provided.
- 5.3 All proposals, responses, inquiries, or correspondence relating to or in reference to this proposal, and all reports, charts, and other documentation submitted by proposers shall become the property of the City of Amarillo when received.

6. PROPOSAL PREPARATION COSTS

- 6.1 Issuance of the proposal does not commit the City of Amarillo, in any way, to pay any costs incurred in the preparation and submission of a proposal.
- 6.2 The issuance of this proposal does not obligate the City of Amarillo to enter into contract for any services or equipment.
- 6.3 All costs related to the preparation and submission of a proposal shall be paid by the proposer.

7. TRADE SECRETS, CONFIDENTIAL INFORMATION AND THE TEXAS PUBLIC INFORMATION ACT

- 7.1 If you consider any portion of your proposal to be privileged or confidential by statute or judicial decision, including trade secrets and commercial or financial information, clearly identify those portions of your proposal by putting the term CONFIDENTIAL OR PROPRIETARY in bold letters on the applicable pages(s).
- 7.2 Proposals will be opened in a manner that avoids disclosure of the contents to competing proposers and keeps the proposals secret during negotiations. All proposals are open for public inspection after the contract is awarded, but trade secrets and confidential information in the proposals are not open for inspection.

8. SALES TAX

- 8.1 The City of Amarillo is exempt from all State Sales Taxes. Tax Exemption Certificates will be supplied upon request.

9. DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS

- 9.1 The City of Amarillo hereby notifies all proposers that in regard to any contract entered into pursuant to this proposal, Disadvantaged Business Enterprises (DBE's) will be afforded equal opportunities to submit proposals and will not be discriminated against on the grounds of race, color, sex, disability, or national origin in consideration of an award.
- 9.2 A DBE is defined as a small business concern which is at least 50% owned and controlled by one or more socially and economically disadvantaged persons including Women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, and Asian-Indian Americans.

10. AUTHORIZATION TO BIND SUBMITTER OF PROPOSAL

- 10.1 Proposals are to be signed by an officer of the company authorized to bind the submitter to its provisions. Proposals are to contain a statement indicating the period during which the proposals will remain valid. A period of not less than ninety (90) days is required.
- 10.2 **Failure to manually sign the proposal will disqualify it.**

11. AWARD OF CONTRACT

- 11.1 The City of Amarillo reserves the right to reject any or all proposals, reject any particular item on a proposal, and to waive any formalities and technicalities and to accept the proposal most advantageous to the City.
- 11.2 In connection with the performance of work under the Contract, the Proposer agrees to comply with the Fair Labor Standard Act, Equal Opportunity Employment Act, and all other applicable Federal, State, and Local Laws, Regulations, and Executive Orders to the extent that the same may be applicable.
- 11.3 The proposer will be required to procure the appropriate bonding and insurance as required by the City of Amarillo and State of Texas prior to starting work. The proposer must place the insurance on file in the Purchasing Department in compliance with the City Standard Certificate of Insurance Specification 2.04 including a waiver of subrogation.
- 11.4 The City of Amarillo will not award a proposal to vendors who are delinquent in the indebtedness to this City.

12. EQUAL EMPLOYMENT OPPORTUNITY

- 12.1 Proposer agrees that it will not discriminate in hiring, promotion, treatment, or other terms and conditions or employment based on race, sex, national origin, age, disability, or in any way violate any of Title VII of 1964 Civil Right Act and amendments, except as permitted by said laws.

13. INTENT

- 13.1 The City of Amarillo is seeking proposals from one or more firms or individuals to provide Services for the Installation of up to Five (5) Groundwater Piezometer Wells and related Survey activities per the Specifications and Permit requirements. Such services shall include, but not be limited to, Geotechnical Investigation, Surveying, Construction and Development, Project Representation, Testing and satisfying Permit Requirements.

14. SCOPE OF WORK

- 14.1 The City of Amarillo proposes to engage the services of an experienced Licensed Environmental Drilling Firm for installation of up to Five (5) New Groundwater Piezometer Wells located on the current City of Amarillo Landfill Site (MSW #73A). These wells shall be installed in accordance with MSW Permit No. 73A, Part III, Attachment 5, Groundwater Characterization Report as revised in July 2009 along with any other supporting permit documents. Attachment 5 can be viewed at the following link:

<http://amarillo.gov/departments/solidwaste/solwasteinfo.html>

(Please see attached plan sheets, Attachment A)

- 14.2 The firm must demonstrate experience and expertise in the Construction, Testing, and Installation of Groundwater Piezometer Wells to satisfy current TCEQ requirements.
- 14.3 The firm must employ a qualified and experienced on-site Geotechnical Professional capable of ensuring compliance with current regulations and coordination with the permitting Engineer.
- 14.4 The firm will also provide survey data of the installation of the wells to provide permit required verification of relative location and for permitting.

- 14.5 The proposed work will be initiated as soon as possible following the funding approval of a contractual agreement by the Amarillo City Commission. All services will be accomplished in accordance with applicable federal, state and local requirements.

15. SELECTION OF FIRM

- 15.1 It is the intention of the City of Amarillo to select one experienced Geotechnical Drilling Firm to complete this project.
- 15.2 The selection will be based on the following categories:
- 1) Experience and ability (25%)
 - 2) Time (25%)
 - 3) Unit Price (50%)
- 15.3 The firm with the highest total as ranked by the City will be selected.

16. PROPOSER INFORMATION

The Proposer shall submit the following information with their proposal:

- 16.1 Name and address of firm.
- 16.2 Experience in drilling Piezometer Wells for Environmental and Landfill applications. Include License Number and Expiration Date of Certification for Environmental Drilling and list key personnel.
- 16.3 Experience of on-site Geotechnical Professional demonstrating the ability to perform necessary inspection, plan interpretation, follow accepted procedures, and recording of well information, etc. to satisfy permit requirements. Provide license information for personnel.
- 16.4 A statement of qualifications covering the evaluation criteria listed below and references from at least three (3) public agencies and/or municipalities where the firm has provided similar services within the past five (5) years.
- 16.5 The Proposal shall not exceed five (5) single sided pages. This does not include Bid Proposal, Cover Letter, Divider Sheets or Appendix Material.

17. EVALUATION CRITERIA

Following is a partial list of criteria that will be reviewed:

- ◆ Capability of the firm to perform all aspects of the surveying, construction, geotechnical reporting, and materials testing on the project.
- ◆ A project schedule shall be included; however, the schedule may be no larger than one page on 11" by 17" paper. The schedule should include at a minimum total working days perform major items of work.
- ◆ Recent experience (within the last five (5) years) on projects comparable to the proposed work.
- ◆ Demonstrated a working relationship with Government Agencies and/or other Municipalities showing work on similar types of Piezometer Well Projects.
- ◆ Professional background, caliber, expertise and availability of key personnel to be assigned to the project. Key staff resumes may be included in the Appendix; however, no resume may be more than two pages long on 8.5" by 11" paper.
- ◆ Capability to complete projects without major cost escalation or overruns.
- ◆ Unit costs per attached proposal.

PROPOSAL
Groundwater Piezometer Wells

Item No.	Approx. Quantity	Unit Measure	Item Written in Words	Unit Price	Total Amount Bid
1.	1,067	Lin. Ft.	Groundwater Piezometer Well and Pump, drilled, cased and screened to the depth and location specified on plans and satisfy permit requirements, complete @ (PZ-823, PZ-206, PZ-207, PZ-821, PZ-822)	\$ _____	\$ _____

Total Construction Cost for Job #430049 \$ _____

Respectfully Submitted,

Name of Business

Authorized Representative-Signed Date

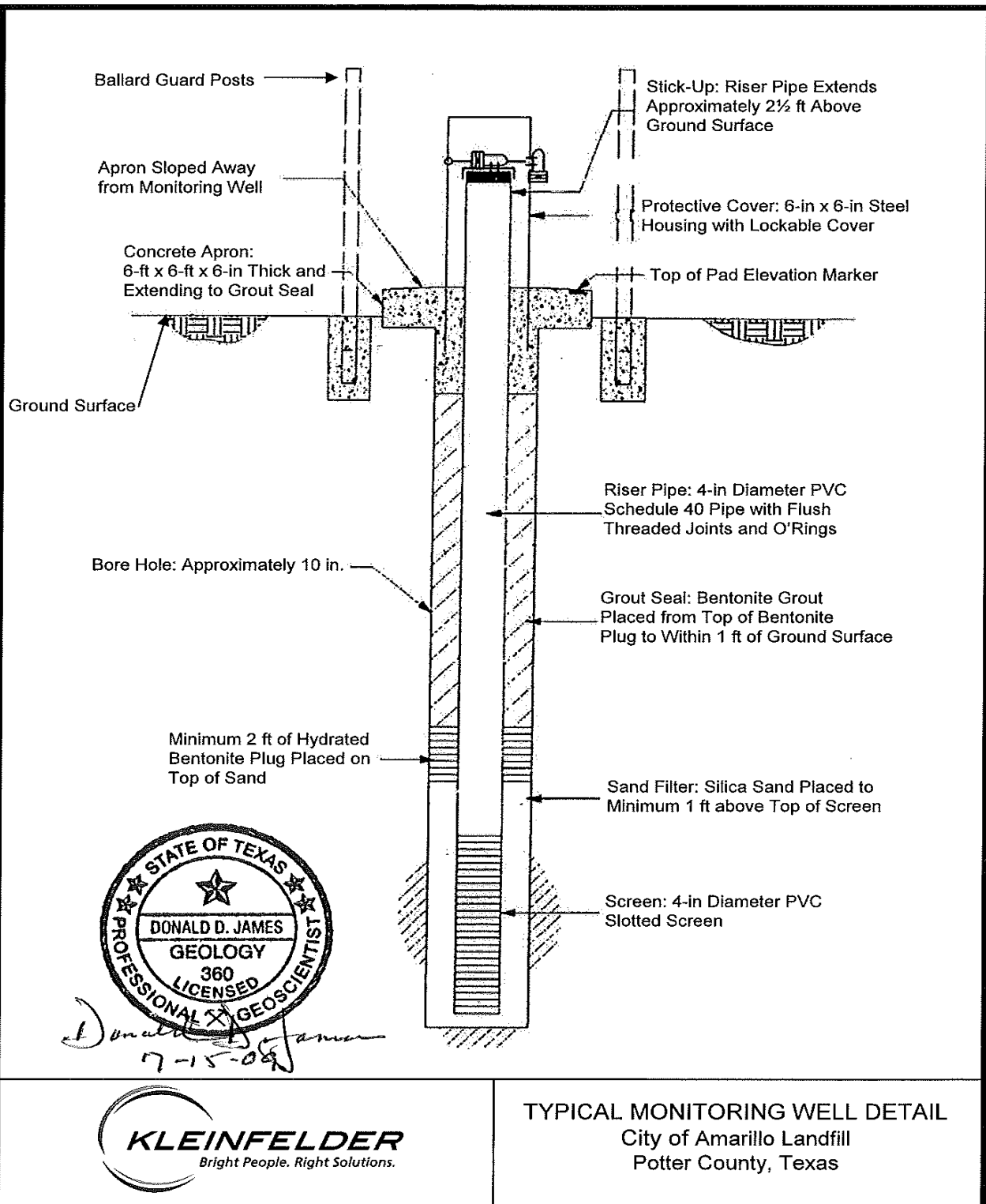
Authorized Representative-Typed or printed Name of Business

Business Address

City, State and Zip Code

Phone and Fax Numbers

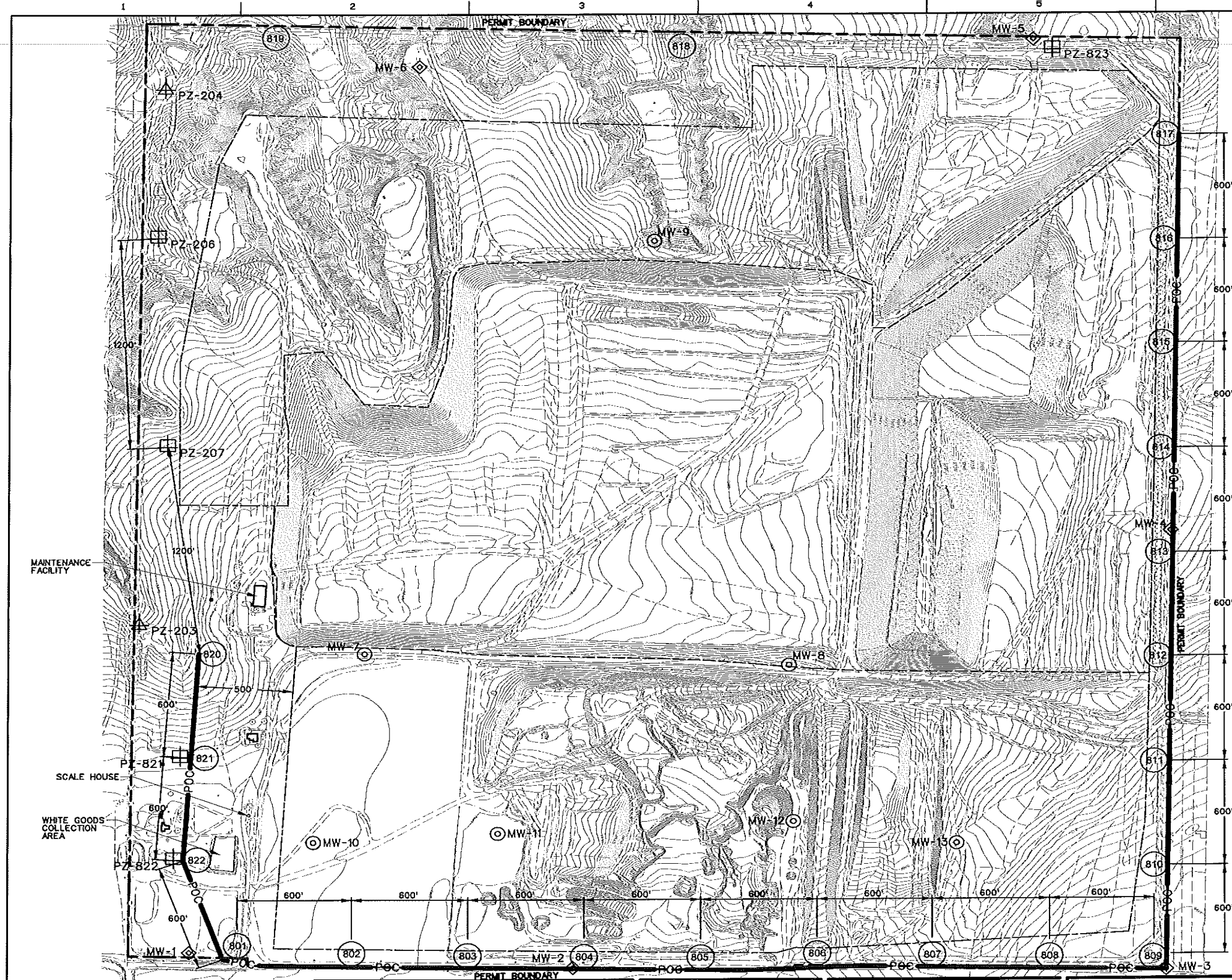
ATTACHMENT A



93651 / MW Detail
Copyright 2009 Kleinfelder

Plate 2, App 5B
Version 6

USER: RCDX DATE: 7/15/2009 TIME: 7:46:27 AM
FILE: ...\\DMS15903\\AM11105.Plate1A.DGN



LEGEND

- PERMIT BOUNDARY
- EXISTING CONTOURS, IN FEET, MSL
- LANDFILL FOOTPRINT
- EXISTING MONITORING WELL LOCATIONS TO BE PLUGGED AND ABANDONED UPON COMPLETION OF BACKGROUND MONITORING OF THE ADDITIONAL WELLS
- EXISTING MONITORING WELL LOCATIONS TO BE PLUGGED AND ABANDONED AS CONSTRUCTION ACTIVITY DICTATES.
- EXISTING PIEZOMETERS
- ADDITIONAL MONITORING WELL LOCATIONS
- POINT OF COMPLIANCE
- LIMITS OF WASTE (2009)
- PROPOSED PIEZOMETER (4")

NOTES

- FOR TOPOGRAPHIC INFO SEE SHEET M.1.1.
- TOPOGRAPHIC MAP WAS COMPILED BY PHOTOGRAMMETRIC METHODS BY STEWART GEO TECHNOLOGIES, SAN ANTONIO, TEXAS FROM AERIAL PHOTOGRAPHY DATED APRIL 7, 2005. VERTICAL DATUM BASED ON NGVD 29. MAPPING GROUND CONTROL PROVIDED BY THE CITY OF AMARILLO, COMPLETED IN ACCORDANCE WITH NATIONAL MAP ACCURACY STANDARDS.
- POINT OF COMPLIANCE FOR GROUNDWATER MONITORING IS SHOWN ON APP.5B PLATE 6.
- THE GROUNDWATER MONITORING SYSTEM WILL CONSIST OF UPGRADIENT WELLS 818, 819 AND MW-5 DOWNGRADIENT WELLS 801 - 817
- WELLS 820, 821 AND 822 TO BE INSTALLED ONCE CELL 12 IS DEVELOPED (PRIOR TO WASTE PLACEMENT). INSTALL PZ-821 AND PZ-822 ALONG WITH WELLS 801 - 819.

Professional Engineer Seal: STATE OF TEXAS, DONALD D. JAMES, GEOLOGY, LICENSED, 360, 15-09

Professional Engineer Seal: STATE OF TEXAS, M. M. SHIFLETT, LICENSED, 43763, 15-09



ISSUE	DATE	DESCRIPTION
4	7/2009	REVISED MONITOR WELL LOCATIONS
3	3/2009	REVISED MONITOR WELL LOCATIONS
2	1/2009	ADD POC/DISTANCE/WASTE
1	8/2008	REVISED MONITOR WELL NETWORK

PROJECT MANAGER	M. ODEN
CIVIL ENGINEER	M. ODEN
CHECKED BY	M. ODEN
DESIGNED	
DRAWN BY	
QA/QC	M. ODEN
PROJECT NUMBER	182070

CITY OF AMARILLO LANDFILL
MSW PERMIT NO. 73A
POTTER COUNTY, TEXAS

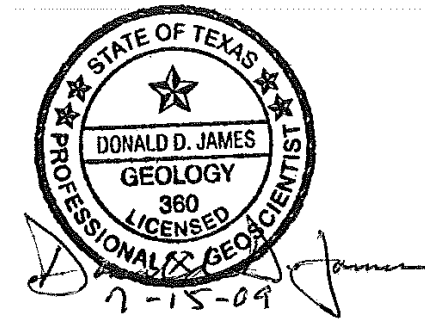
EXISTING AND PROPOSED MONITORING WELL LOCATIONS

0 1" 2"

FILENAME: SCALE: SHEET: Plate 1 App. 5B



**Proposed Monitoring Well Network
Screened Interval Elevations
City of Amarillo Landfill
Potter County, Texas**



Well No.	Well Location	Ground Surface Elevation	Top of Triassic Elevation, Bottom Elevation	Groundwater Elevation (April 2009)	Groundwater Thickness (ft.) (April 2009)	Groundwater Elevation (projected for 15 yrs. at current trend of 0.2 ft/yr drop)	15 yr. Projected Groundwater Thickness (ft.)	Top of Filter Pack Elevation (Groundwater Elevation-3ft.)	Submerged Top of Bentonite Seal Elevation (projected for 15 yr.)	Screened Interval, Top Elevation	Screened Interval, Bottom Elevation	Screen Length (ft.)
MW-801	Downgradient	3814.00	3532	3586.2	54.2	3583.2	51.2	3580.2	3582.2	3579.2	3532	47.2
MW-082	Downgradient	3811.11	3532	3585.0	53.0	3582.0	50.0	3579.0	3581.0	3578.0	3532	46.0
MW-803	Downgradient	3809.90	3535	3584.6	49.6	3581.6	46.6	3578.6	3580.6	3577.6	3535	42.6
MW-804	Downgradient	3806.66	3535	3583.4	48.4	3580.4	45.4	3577.4	3579.4	3576.4	3535	41.4
MW-805	Downgradient	3805.91	3534	3583.4	49.4	3580.4	46.4	3577.4	3579.4	3576.4	3534	42.4
MW-806	Downgradient	3796.77	3532	3583.4	51.4	3580.4	48.4	3577.4	3579.4	3576.4	3532	44.4
MW-807	Downgradient	3781.07	3533	3583.4	50.4	3580.4	47.4	3577.4	3579.4	3576.4	3533	43.4
MW-808	Downgradient	3789.70	3529	3583.3	54.3	3580.3	51.3	3577.3	3579.3	3576.3	3529	47.3
MW-809	Downgradient	3792.10	3526	3583.1	57.1	3580.1	54.1	3577.1	3579.1	3576.1	3526	50.1
MW-810	Downgradient	3784.08	3538	3584.5	46.5	3581.5	43.5	3578.5	3580.5	3577.5	3538	39.5
MW-811	Downgradient	3768.29	3549	3586.2	37.2	3583.2	34.2	3580.2	3582.2	3579.2	3549	30.2
MW-812	Downgradient	3743.14	3560	3587.8	27.8	3584.8	24.8	3581.8	3583.8	3580.8	3560	20.8
MW-813	Downgradient	3745.44	3571	3589.4	18.4	3586.4	15.4	3583.4	3585.4	3582.4	3571	11.4
MW-814	Downgradient	3745.83	3582	3593.3	11.3	3590.3	8.3	3587.3	3589.3	3586.3	3582	<5.0
MW-815	Downgradient	3746.92	3591	3598.0	7.0	3595.0	<5.0	3592.0	3594.0	3591.0	3591	<5.0
MW-816	Downgradient	3757.68	3600	3602.5	2.5	3599.5	<5.0	3596.5	3598.5	3595.5	3600	<5.0
MW-817	Downgradient	3746.21	3607	3607.5	0.5	3604.5	<5.0	3601.5	3603.5	3600.5	3607	<5.0
MW-818	Upgradient	3702.56	3594	3604.5	10.5	3601.5	7.5	3598.5	3600.5	3597.5	3594	<5.0
MW-819	Upgradient	3688.61	3560	3596.5	36.5	3593.5	33.5	3590.5	3592.5	3589.5	3560	29.5
MW-820	Downgradient	3784.80	3550	3590.5	40.5	3587.5	37.5	3584.5	3586.5	3583.5	3550	33.5
MW-821	Downgradient	3810.00	3543	3589.1	46.1	3586.1	43.1	3583.1	3585.1	3582.1	3543	39.1
MW-822	Downgradient	3815.82	3537	3587.5	50.5	3584.5	47.5	3581.5	3583.5	3580.5	3537	43.5
PZ-823	Upgradient	3738.35	3612	3613.3	1.3	3610.3	<5.0	3607.3	3609.3	3606.3	3612	<5.0
PZ-206	Upgradient	3704.72	3555	3594.8	39.8	3591.8	36.8	3588.8	3590.8	3587.8	3555	32.8
PZ-207	Upgradient	3764.98	3551	3592.7	41.7	3589.7	38.7	3586.7	3588.7	3585.7	3551	34.7
PZ-821	Downgradient	3810.00	3543	3589.1	46.1	3586.1	43.1	3583.1	3585.1	3582.1	3543	39.1
PZ-822	Downgradient	3815.82	3537	3587.5	50.5	3584.5	47.5	3581.5	3583.5	3580.5	3537	43.5

Note: For locations where 15 year project groundwater thickness is less than 5 feet, well screen length and top of bentonite seal will be finalized at the time of well installation, depending upon actual saturated thickness measured in the field.