

Water Tank Restoration and Renovation Projects - Request For Proposals, (RFPs)

The TOWN OF FERDINAND is seeking proposals for professional services (RFPs) for a project to renovate two of its water tanks in The Town of Ferdinand, Indiana: (1) the "Sisters Tank" at 814 Chapel Hill Drive, Ferdinand, Indiana standpipe 500MG; and (2) The "Leg Tank", Industrial Park Road, Ferdinand, Indiana MLT400MG. Proposals can be for either tank or for both tanks.

PROPOSALS SHALL BE RECEIVED ON OR BEFORE TUESDAY OCTOBER 22, 2024 AT 7:15 PM EASTERN STANDARD TIME. IF FOR ANY REASON YOUR PROPOSAL HAS CHANGES TO AND DETAILS DIFFERENT FROM THIS REQUEST THOSE CHANGES SHALL BE HIGHLIGHTED AND PROVIDE DETAILED REASONING FOR THE DIFFERENTIATION. THE TOWN OF FERDINAND HAS THE RIGHT TO ACCEPT OR REJECT ANY AND ALL PROPOSALS.

The **Town of Ferdinand** is soliciting proposals from qualified firms for specific renovation work meeting or exceeding the items included in the scope of work. Copies of the scope of work are available at Town of Ferdinand, Town Hall, 2065 Main Street, Ferdinand, Indiana 47532. All questions relating to the plans and specifications shall be addressed to Benjamin J. Brinkman, 812.367.2280. All work must comply with OSHA Confined Space Entry, Indiana Department of Natural Resources, Indiana Department of Environmental Management, AWWA, ANSI standards and NSF Regulations. The proposal shall address all the information outlined herein. Additionally, each prospective firm may include such other information as they deem pertinent to the proper evaluation of their proposal. Work is expected to start in Spring 2025 and be completed in Fall 2025. The two tanks are to be refurbished in separate phases and not concurrently.

• *All submitta/s shall be mailed or delivered in a sealed envelope marked "WATER TANK PROJECTS" to:*

**TOWN OF FERDINAND
C/O BENJAMIN J. BRINKMAN
2065 MAIN ST.
PO BOX 7, FERDINAND, IN 47532**

ITEMS TO BE ADDRESSED IN RFP

The details of this proposal shall include information on all the following items. Additionally, each prospective firm may submit such other information as deemed appropriate for the proper evaluation of their proposal.

- A. Proposal shall include an informative narrative report introducing your firm. Additionally, a statement of qualifications and resume detailing the experience of all individuals responsible for providing service under this contract should be submitted. Principals involved should be listed along with the names and addresses of the individuals placed in charge for the administration of the terms and conditions of the contract. It must include, at a minimum, information as to:
- B. The specialized experience and technical competence of the proposer with respect to the type of work specified in the scope of work
- C. Demonstration of the capacity and capability of the proposer to perform and provide the work and services requested.
- D. Past record of performance and experience with respect to ability to meet deadlines, quality of work and quality assurance and control of costs.
- E. Proximity and location of the proposer's crew and management.
- F. Scope and level of insurance
- G. Ability to begin work and finish it within the desired timetable.

The following items must be included in the proposal or the **Town of Ferdinand** may reject it as unresponsive:

- (a) Number of years in business
 - (b) Size of firm (annual sales and total assets)
 - (c) Ownership structure of firm. (Sole Proprietorship, Partnership, Publicly Held, etc.)
 - i. If the proposing company is a sole proprietorship, partnership, or limited liability Corporation, a succession plan and guarantee of future performance must be documented in the proposal.
 - ii. The primary criteria for approving or denying the contract include the financial and technical capabilities of the private contractor; the reasonableness of the contract terms; the protection of the public/water customer, from risks or subsidization of the contract; the financial terms for the company and impact of the contract on its ability to repay its indebtedness; and inclusion of statutorily required terms. Under the statute, the **City** may enter into a contract with the private firm with an automatically renewing successive one-year contract and will therefore require reasonable assurances from the firm that future performance under the contract will be secure.
 - iii. If one or more owners sell all, or a portion of the company, and/or is deceased prior to the required future tank renovations, the proposal must document the ability of the company to successfully fulfill the requirements outlined in this RFP.
 - (d) Total number of employees - direct and indirect
 - (e) Fully audited financial statements, including balance sheet and income statements, from the most recent fiscal year of the prime respondent.
 - (f) Reference from a financial institution
- H. Proposal shall include the details of appropriate expected work and renovation plan for the tanks.
- I. A list of similar projects performed by the proposer shall be submitted. Include the Name of the Owner, Person of Contact, Telephone Number of Contact, and Type of Tanks under contract.
- J. All rules and regulations of the **Indiana Department of Natural Resource and Indiana Department of Environmental Management will** be strictly adhered to. All permits, approvals, etc., required by the **Indiana Department of Natural Resources and Indiana Department of Environmental Management will** be the responsibility of the awarded firm.

K. The successful firm shall submit a detailed insurance certificate upon contract award. This insurance certificate should detail all levels of insurance that may be required by the **Town of Ferdinand** to accept a contractual obligation. A copy of this insurance certificate will be required upon contract award. The **Town of Ferdinand** must be named as additional insured on certificate to be provided prior to start of contract.

L. The firm may never cancel the contract for any reason other than non-payment.

M. Any permits, approvals, etc. required by the State of Indiana to accomplish all current and future work shall be the responsibility of the successful proposer.

N. Each bidder shall submit a formal Safety Program stating company policy on all safety procedures. Document procedures to include workers protection, confined space, and general safety procedures.

Please feel free to include the office location(s) where the work will be completed, company history, team history, or any other information that you feel would be beneficial to the selection committee.

The **Town of Ferdinand** reserves the right to accept or reject any proposal for any reason. All professional service providers' responses to this request for proposal will be evaluated and the following will be considered.

- 1) Overall service provider's qualifications and experience
- 2) Experience with water storage tank asset restoration programs in Indiana
- 3) In-house quality assurance
- 4) Commitment of sufficient staff and equipment to provide services
- 5) Price and work schedule
- 6) Ability to meet timetable for completion of work/implementation of services
- 7) Ability to provide any emergency service w/o extra cost
- 8) Proximity of staff and ability to provide service in timely manner
- 9) Insurance coverage and limits and statement of indemnification
- 10) Ability to assist with state regulatory compliance

- 11) Requested information was provided: level of completeness/detail
- 12) Results of reference check

Proposals are due no later than 7:15 PM October 22, 2024. Proposals will not be accepted if received after the time and date specified above.

Proposer shall not include sales tax as Town of Ferdinand is exempt from sales tax. A tax exempt certificate will be provided.

A No-Lien Affidavit, fully executed, shall be submitted with each monthly application for payment. Contractor and subcontractors shall agree to the Non-Discrimination Clause. Contractor and subcontractors shall maintain a drug-free workplace.

Benjamin J. Brinkman

Town of Ferdinand Water Supt.