



SYRACUSE
EST. CITY 1935

REQUEST FOR PROPOSAL

Engineering Design for Culinary Water Tank and Secondary Water Tank Conversion

REQUEST FOR PROPOSALS

Syracuse City is seeking the services of a qualified engineering consultant to design a 110 foot tall above ground two-million gallon water tank as well as the conversion of a one-million gallon water tank for secondary water use.

Proposal packets may be obtained from Syracuse City Public Works at 3061 South 2400 West, Syracuse, Utah, or may be downloaded from our website and must be submitted no later than 3:00 P.M. on Tuesday October 3, 2017. Late proposals will not be accepted. Addendums, if any, will be posted to the city website by Friday September 29, 2017. These must be acknowledged on the Request for Proposal Form (included herein). A Pre-proposal will be held Tuesday September 26, 2017 at 10:00 AM at Syracuse Public Works 3061 South 2400 West. The pre-proposal meeting will include a site tour.

Syracuse City reserves the right to reject any or all proposals and to accept any proposal that best serves the interest of the city.

Dated this 17th day of September 2017.

Purpose

The purpose is to retain an engineering consultant to provide design engineering services to prepare design engineering, construction plans, specifications, and cost estimates for the construction of a 110 foot high above ground two-million-gallon culinary water storage tank as well as a conversion of a one-million gallon water storage tank for secondary water use.

As part of the Consultant's proposal the Consultant will be required to provide a specific work plan to accomplish the project. The City reserves the right to delete all or part of any of the services specified in the contractor's work plan. The engineering services being asked for in the request for proposal (RFP) and the necessary tasks that need to be included in the work plan to complete the services include but are not limited to:

1. Geotechnical engineering services.
2. Land surveying services for topographical surveys and any other required land surveying associated tasks.
3. Civil engineering services for tank site grading and drainage design.
4. Structural engineering services for the design of a two-million-gallon storage tank and any other structural engineering services.
5. Design of the SCADA system for the tank to be compatible with the existing SCADA system.
6. Cost estimating and value engineering services.
7. Preparation of construction plans and specifications, which must include a plan for removal of the existing tank; testing, inspection, disinfection, and other start-up specifications for the 2MG tank; conversion of the existing IMG tank; piping, valves, and other proposed improvements or appurtenances.
8. Provide full size drawings and contract documents for review during the design process.
9. Obtain State approvals for the water system changes.

In comparing proposals, consideration will not be confined to price only. The successful bidder will be the one whose product is judged to best serve the interests of the City when price, quality, experience, schedule, and references are considered. The City reserves the right to reject any or all bids or any part thereof, and to waive any minor technicalities. A contract will be awarded to the bidder submitting the best responsible bid meeting the requirements of this specification.

Required Personnel Qualifications

The Consultant shall be responsible to ensure that all personnel proposed under this RFP be qualified through training, experience, and appropriate certification to achieve the objectives of the project. The principal-in-charge on the project must be a licensed professional engineer (P.E.) in the State of Utah. The principle in charge must be available at whatever time and at whatever level of consultation the project requires. All key personnel identified by the Consultant shall not change during the project without the approval of the City. The successful bidder shall plan on attending one Planning Commission meeting and one City Council meeting.

Project Schedule/Cost

A detailed project schedule and cost shall be submitted for completion of the design. The proposed fee will serve as a not-to-exceed fee amount and prior written authorization.

All tracings, plans, manuscripts, specifications, data, maps, electronic files etc. prepared or obtained by the consultant as a result of working on this contract shall be delivered to and become property of Syracuse City.

Interpretations

In order to be fair to all bidders, no oral interpretations will be given to any bidder as to the meaning of the specification documents or any part thereof. Any request for such consideration shall be made in writing to the City. Based upon such inquiry, the City may choose to issue an addendum to this proposal.

Bid Submission

Each bidder is required to submit three (3) copies, which includes the following:

1. Completed Request For Proposal Form
2. Project team and experience
3. Scope and cost of services
4. Proposed schedule
5. References

Bids may be hand delivered, or mailed to:
Syracuse City Public Works
3061 South 2400 West
Syracuse, UT 84075

Bid Review

Bids submitted on time will be reviewed based upon the following:

Price 20%
Quality 20%
Experience 20%
Schedule 20%
References 20%

**SYRACUSE CITY CORPORATION
REQUEST FOR PROPOSAL**

Please include this sheet as the cover for your proposal. Mark proposals as follows:

“Engineering Design for Culinary Water Tank and Secondary Water Tank Conversion”

Mail / Hand Deliver to: Syracuse City Public Works
3061 South 2400 West
Syracuse, UT 84075

Proposals will be accepted until: Tuesday, October 3, 2017 at 3:00 P.M.

Description of services:

This proposal shall include all costs associated with completing the Engineering Design for both Culinary and Secondary Water Tanks as described in this proposal.

Company Name: _____

Address: _____

Telephone: _____ Email: _____

Specify Services Provided: _____

Total Proposal Price: _____

Time Period of Services: _____

Payment Terms: _____

Proposal Honored Through: _____

Contact Person: _____ Telephone: _____

Anticipated Project (Design) Completion _____

Addendums acknowledged (if applicable) _____

Additional Comments (attach additional sheets if necessary): _____

Syracuse City reserves the right to accept or reject this proposal, or any portion thereof, and call for new proposals if their interests or convenience are better served by such a course.

Authorized Signature: _____ Date: _____