

Greater Peoria Sanitary District
Wastewater Treatment Plant (WWTP) Biosolids Hauling Services
Request for Proposal (RFP)



Posting Date on GPSD Website: July 7th, 2021

Response Due: July 30th, 2021 at 3:00 P.M. Central Time (per instructions below)

Invitation for Bids

The purpose of the Request for Proposal (RFP) is to obtain proposals for the provision of trucking services to, and as part of the biosolids hauling efforts of, the Greater Peoria Sanitary District (GPSD or the District) for calendar year 2021.

All communications regarding this RFP should be directed to:

James E. Sloan, P.E.
Director of Operations
via e-mail to jsloan@gpsd.org
via phone to (309) 272-4860

To be considered, each contractor must submit a completed proposal, certificate of liability insurance, and any additional information requested in the RFP with their proposal packet; additionally, with a representative of the District, a representative of each contractor, who is involved in the development of a submittal in response to the RFP, must visit the sites of biosolids loading. The proposal must be signed and include a statement as to the period during which the proposal remains valid.

Responses to this RFP will be evaluated based on a selection process consisting of:

- To determine if the proposal meets all criteria for consideration, a review by GPSD of the contractor's response to the RFP; and
- Relevant experiences, project understanding, project requirements, strength of the proposal, and proposed fees.

Every effort will be made to adhere to the following schedule:

- Via upload to GPSD website, distribute RFP on July 7th, 2021;
- Thru July 29th, 2021, with a representative of GPSD, from Monday through Friday, during the hours of 7:00 AM to 3:30 PM, conduct site visits with representatives of interested contractors;
- By the deadline of July 30th, 2021, at 3:00 PM, proposals must be submitted;
- Selection of a contractor by August 20th, 2021.

Prior to the deadline, with the GPSD Facilities Supervisor, Mike May, who can be contacted at (309) 272-4872, site visits must be scheduled and conducted.

Envelopes shall be clearly marked "Request for Proposal – Wastewater Treatment Plant (WWTP) Biosolids Hauling Services" on the outside of the envelope.

Scope of Work

In accordance with the schedule defined below, GPSD is requesting proposals for the provision of trucking services to facilitate the hauling of up to 20,000 dry tons of stabilized biosolids to agricultural locations identified; the biosolids in question are the product of the District's wastewater treatment processes and,

after removal from the drying beds of the WWTP, are ready for agricultural land application. The scope of work shall include complete hauling services of up to the quantity of biosolids below to the locations identified.

As shown on the attached maps included as attachments to this RFP, hauling of the biosolids will be from the District’s WWTP at 2322 S. Darst St. in Peoria, IL, to four locations throughout the Peoria tri-county area. The total amount of biosolids to be disposed will be divided between four destinations approximately as shown below:

Attachment Reference	Location Reference	Location Description	Potential Qnty. of Biosolids (Dry Tons)
A		Overall Map; GPSD Biosolids Hauling	
B	Worner Farm	near the intersection of N. Nofsinger Rd. and County Rd. 1200 North, in Woodford County	6,770
C	Streitmatter Farms	both near the intersection of Rte. 91 and W. Lakeshore Dr. and off of Rt. 91, east of N. Rice Rd., in Peoria County	6,090
D	Virdot Field	near the intersection of W. Alta Rd. and Rt. 91, in Peoria County	1,440
E	Schuttler Field	Bounding Townline Rd., west of Wagonseller Rd., in Tazewell County	10,500

Additionally, shown on the attachments are the locations of loading within the District’s WWTP. Loading of acceptable hauling equipment will be completed by District staff using equipment either owned or rented by the District; generally, vehicles will be loaded either around the perimeter of what is referenced as the “Centrifuge Pad” or a transfer site within the drying beds of the WWTP. Both requirements for hauling equipment and specifics about the loading process will be detailed more later in this RFP.

Contractors shall recognize that the District’s disposal of stabilized biosolids via land application is governed by conditions within application regulatory permits; therefore, both the timing of needed hauling services and the determination of destination locations shall be as directed by the District or an agent thereof. Among other conditions, both the atmospheric weather and ground conditions are factors that control the District’s land application process. The District strives to assure that all aspects of the land application process, including the hauling of biosolids, are in accordance with all local, state and federal laws, ordinances, statutes, orders and regulations. If, during the provision of hauling services, to maintain compliance, District staff must alter the plans thereof, Contractors shall not make claims for additional compensation. The means of communication between District staff and the contractor is detailed later in this RFP.

Determination of routing from the loading locations to the destination disposal sites shall be the responsibility of the contractor, exclusively. Contractors shall be responsible for maintaining compliance with all local, state and federal laws, ordinances, statutes, orders and regulations, including the acquisition of necessary permits and the compliance with the conditions thereof. The costs associated with compliance with all local, state and federal laws, ordinances, statutes, orders and regulations shall be the contractors, exclusively; included later in this RFP is an explanation of costs that shall be included in unit prices made part of proposals.

The contractor shall realize that the District’s permitted window of time to land apply biosolids is finite and further limited by adverse weather and ground conditions. Conditions dependent, hauling services will be

required when needed by the District during time intervals that might extend, in whole or in part, from the times when crop(s) are removed from the agricultural fields in question to the end of November. Hauling services are generally required during the normal business week, Monday through Friday; however, again, as conditions allow, hauling services may be required on weekends. On any given day, when conditions allow for land application, including hauling, the contractor shall be prepared to provide hauling services from sunrise to sunset.

To promote coordination between the contractor and District staff, the District's Facilities Supervisor, Mike May, or another member of the Supervisory staff of the Operations Department of the District, acting on Mike's behalf, will provide the contractor with as much notice as possible of the dates that hauling services will be required. If, on any given day, conditions are not favorable for hauling, either by 7:00 A.M. the morning thereof or, preferably, the afternoon or evening before, to define hauling services for that day, if any, Mike will contact an appropriate person designated by the Contractor.

Since opportunities to land apply are finite, when conditions are favorable, the District strives to maximize productivity. When hauling, the trucking broker shall assure the provision of a sufficient quantity of complying trucks to allow the District to maintain consistent operation of loading equipment without interruption; requirements for participating trucks are described below. If the contractor fails to provide a sufficient number of trucks to maintain operations as desired and, therefore, is not fulfilling the terms of the agreement, the District shall reserve the exclusive right to seek remedy which might include measures such as, but not limited to, either the securing of the provision of supplemental trucking services from others or terminate the agreement with the non-performing contractor.

Trucks utilized for hauling services shall be either tandems or tractor-trailers, reliable and in good working order; equipment, including trucks of both types, leaking fluids shall not be considered for participation in the completion of hauling services. The beds of tandems provided shall have a minimum hauling capacity of 9.0 cubic yards (CY); tractor-trailer combos shall have a minimum hauling capacity of 18.0 CY. As often as necessary to assure the maintenance of capacity during the provision of hauling services, but no less frequently than daily, truck beds and trailers provided shall be inspected for solids that will not discharge via tipping alone; if solids will not freely discharge, to assure that the quantity of hauls are maximized, the contractor shall assure that beds and trailers are kept clean. As indicated above, equipment used shall be fully compliant; additionally, equipment shall be capable of fully containing all loaded biosolids throughout the whole of routes travelled. Any biosolids discharged by any equipment used or commissioned by the contractor shall be removed from roadways by the contractor, and at the contractor's expense, exclusively, in accordance with directions provided by the governing roadway authority. From the fleet participating in hauling services, the District reserves the right to direct the contractor to remove any equipment that it deems nonperforming.

The contractor and its agents, including equipment operators, shall be solely responsible for assuring compliance with roadway weight limits. District staff will both load hauling equipment using a wheel loader with a 3.0 CY bucket and will strive to load only quantities of biosolids to support compliance; for any given piece of hauling equipment, the contractor shall provide directions regarding the number of buckets of biosolids to be loaded.

Operators of equipment shall be appropriately licensed to perform such work. As with equipment, from the workforce participating in hauling services, the District reserves the right to direct the contractor to remove any operator that it deems either unqualified or unprofessional.

Administration of hauling services by the contractor shall be performed to the satisfaction of the District. Administrative services shall include, but not limited to, the accounting for hauling performed, including the provision of delivery manifests (tickets), invoicing, the demonstration to the District of the acquisition of needed insurance coverages and the administration of personnel. Invoices shall be provided weekly in a

format acceptable to the District, and shall include information about hauling services provided such as the date, time, destination, hauling equipment type and quantity of hauling services rendered; furthermore, as necessary to allow the District to assure completeness and accuracy, invoices shall be supported by the contractor's provision of tickets demonstrating services performed. Invoicing for hauling services performed shall be completed by the contractor and not its hires.

The trucking broker shall acquire and maintain insurance coverages in accordance with District Specifications as made part of this RFP and shall demonstrate compliance as required by the District.

Proposals shall include unit prices for the provision of hauling services to both identified destinations and for allowable equipment types. Unit prices shall be provided on the form included as **Attachment F** of this RFP. Although two types of hauling equipment will be considered, contractors need not submit unit prices for both types of allowable equipment. Since the District is concerned about productivity as defined above, there is no preference for the type of equipment provided, whether exclusively or in combination; however, when selecting a partnering broker, unit price differences between tandems and tractor-trailers, and the availability of each, will be considered. Furthermore, proposals shall include unit prices for the provision of hauling services to each and every destination identified.

Unit prices provided shall include all costs associated with the provision of hauling services as described above, including, but not limited to, costs associated with the following: the provision of fuel for hauling equipment; truck maintenance, repair and depreciation; any fines levied by governing authorities and resulting from the provision of hauling services; the acquisition of permit necessary for hauling services; operator (driver) costs including those inclusive of weekdays and weekends; the provision of required insurance coverages; the administration of the work as described above; and any cleanup of uncontained biosolids released during transport.

The chosen contractor must be able to respond to and comply with all elements listed in this RFP. Failure to comply can and will result in termination of a bid proposal or service contract.

Selection Process

GPSD will take into account such matters it considers appropriate in selecting the successful contractor. GPSD reserves the right to reject, for any reason, any and all bids. Evaluation criteria will include:

- The contractor's understanding of the assignment and ability to follow bidding instructions;
- The contractor's proposed fees as provided in Attachment F;
- The experience and qualifications of the contractor;
- The degree to which certified MBE/WBE/DBE enterprises will be utilized by the contractor in the completion of the work;
- References (provide a minimum of three references).

Bidder Qualifications & Proposals

The requests that contractors interested in submitting proposals:

1. On the bid form provided on Attachment F, clearly outline the unit prices per haul from the loading stations at the WWTP to each destination location;
2. Submit a summary of your experience and qualifications;
3. Submit three references that you currently service;
4. Submit a summary of your plan to utilize MBE, WBE and/or DBE certified enterprises will be utilized in the completion of the work;
5. Submit a certificate of liability insurance and automobile equipment insurance. The contractor will need to name GPSD as additional insured and meet the following liability limits if awarded a maintenance contract: for commercial general liability insurance, \$1.0 million per occurrence and

- \$2.0 million aggregate; and, for automobile liability, \$1.0 million combined single limit. Also, submit proof of statutory worker's compensation coverage under Illinois law;
6. Specify the staff to be involved (primary contact, applicators, single proprietor, clerical contact, and owner or owner's agent);
 7. Submit two (2) signed copies of the proposal packet. Failure to not submit two full copies of your proposal may result in your proposal not being considered).

The contractor should be aware of the following:

- The proposal should confirm that neither the contractor nor any employee would be in a conflict of interest with respect to the proposal if the contractor were to be selected to perform the services required;
- All proposals will be property of GPSD;
- The lowest proposal will not necessarily be accepted. GPSD reserves the right to reject all bids, award the agreement, interview contractors, negotiate specific terms of the agreement, and make other adjustments as required in consultation with the successful contractor;
- Sealed envelopes marked "Wastewater Treatment Plant (WWTP) Biosolids Hauling Services" with the proponent's name and address shown on the upper left-hand corner of the envelope, must be received at GPSD, Attn: James Sloan, Director of Operations, 2322 S. Darst St., Peoria, IL 61607 prior to 3:00 pm on July 30th, 2021.

Terms and Conditions

1. Bidders shall inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles which may be encountered, and all other relevant matters concerning the work to be performed under this contract.
2. The Contractor shall assume full responsibility for the actions of its employees or agents and shall repair or replace any damaged item or area of GPSD properties caused by the actions of its employees or agents unless said damage occurred under circumstances beyond their reasonable control as determined by GPSD. All work must be completed in compliance with "GPSD Safety Policy and Certification of Substance Abuse Policy." Prior to the initiation of work, the contractor must read, execute and provide GPSD with a signed-copy of the GPSD Contractor Safety Policy.
3. Any damage of public or private property caused by the Contractor's operations shall be resolved with the property owner within ten (10) days after damage occurs to the satisfaction of GPSD. The Contractor shall inform GPSD of any damage caused by the Contractor's operation on the day such damage occurs. Should the damage not be rectified within the time frame agreed upon or to the satisfaction of GPSD, GPSD reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damaged caused by the Contractor, and deduct these costs from any payment due the Contractor.
4. It is mutually understood and agreed that the Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of this contract or his right, title, or interest therein, or his power to execute such contract, to any other person, firm, or corporation, without the previous written consent of an authorized representative of GPSD; but in no case shall consent relieve the Contractor from his obligations or change the terms of the contract.
5. The contract may be canceled or annulled by GPSD in whole or in part by written notice of default to the Contractor upon nonperformance or violation of contract terms. GPSD reserves the right to terminate the service at any time during the term of the contract upon thirty (30) days written notice to the Contractor. Failure of the Contractor to deliver services within the time stipulated, unless extended in writing by GPSD, shall constitute contract default.
6. Contractor shall supply both cell phone numbers and daytime office numbers of supervisors handling this contract. The Contractor shall return all calls within one hour of GPSD placing the call. On-site

response time for complaints must be made within twenty-four (24) hours of the initial call being made by GPSD. The Contractor must assign an English-speaking crew leader to monitor all work being performed within GPSD. Failure to comply with the accessibility requirements shall be deemed as substandard work and will be subject to the same penalties.

7. The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to GPSD for all work involved in the respective items. This cost also includes all proposal preparation costs, insurance, royalties, transportation charges, use of all tools and equipment, superintendent, overhead expense, inspection costs, all profits and all other work services and conditions necessarily involved in the work to be done in accordance with the requirements of the contract documents considered collectively.
8. Once all work has been completed in a satisfactory manner and the specifications stated herein have been met, payment for hauling services shall be made within sixty (60) days following receipt of an invoice from the Contractor. Payments are approved on the third (3rd) Tuesday of each month. In order to ensure sufficient time for the payment to be processed, invoices must be submitted for payment on the first (1st) Wednesday of each month.

This Agreement entered into on _____.

GPSD (Signature)

CONTRACTOR (Signature)

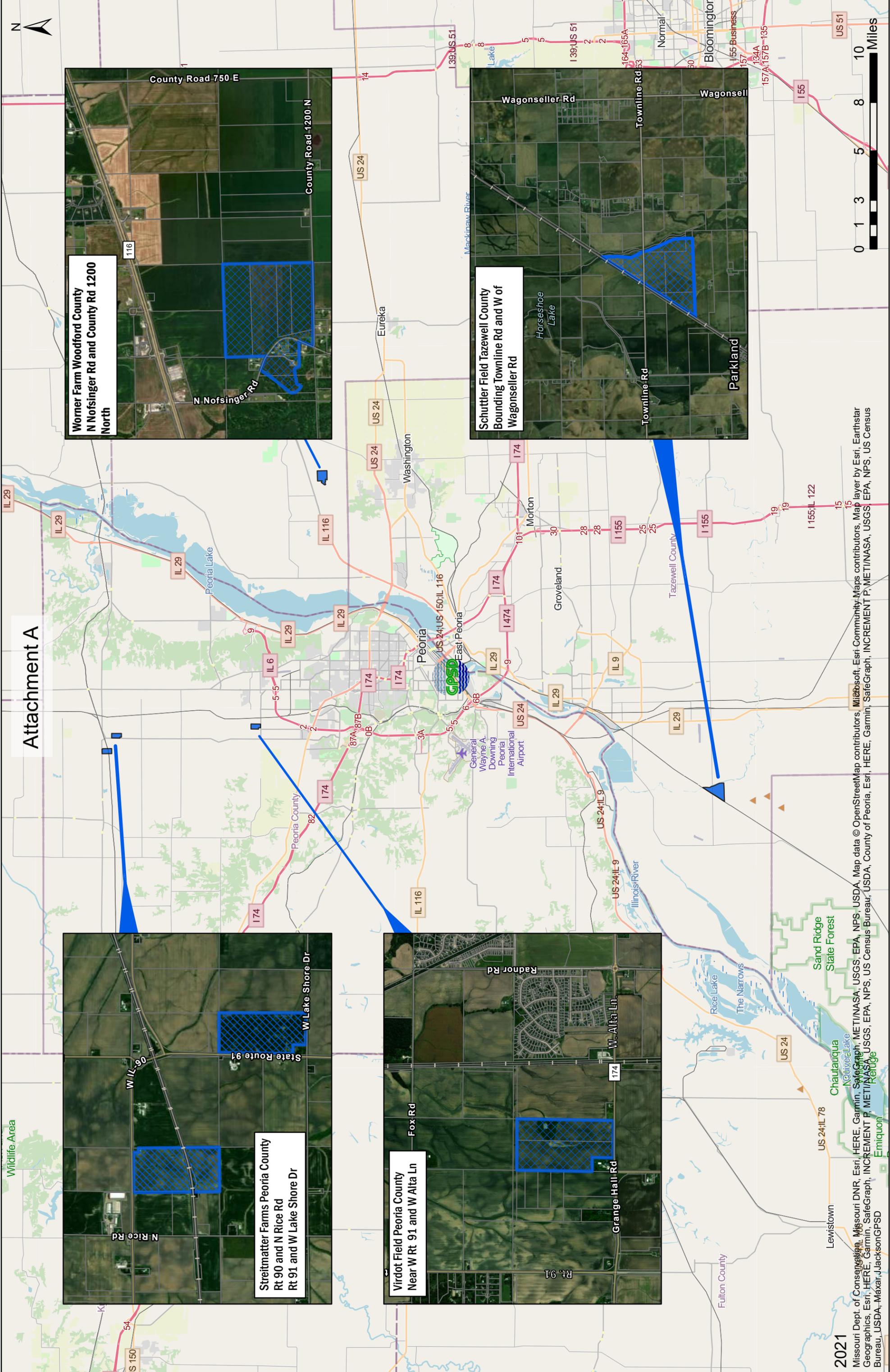
(Printed name and title)

(Printed name and title)

Contractor to sign when proposal submitted

GPSD to sign only if proposal accepted

Attachment A

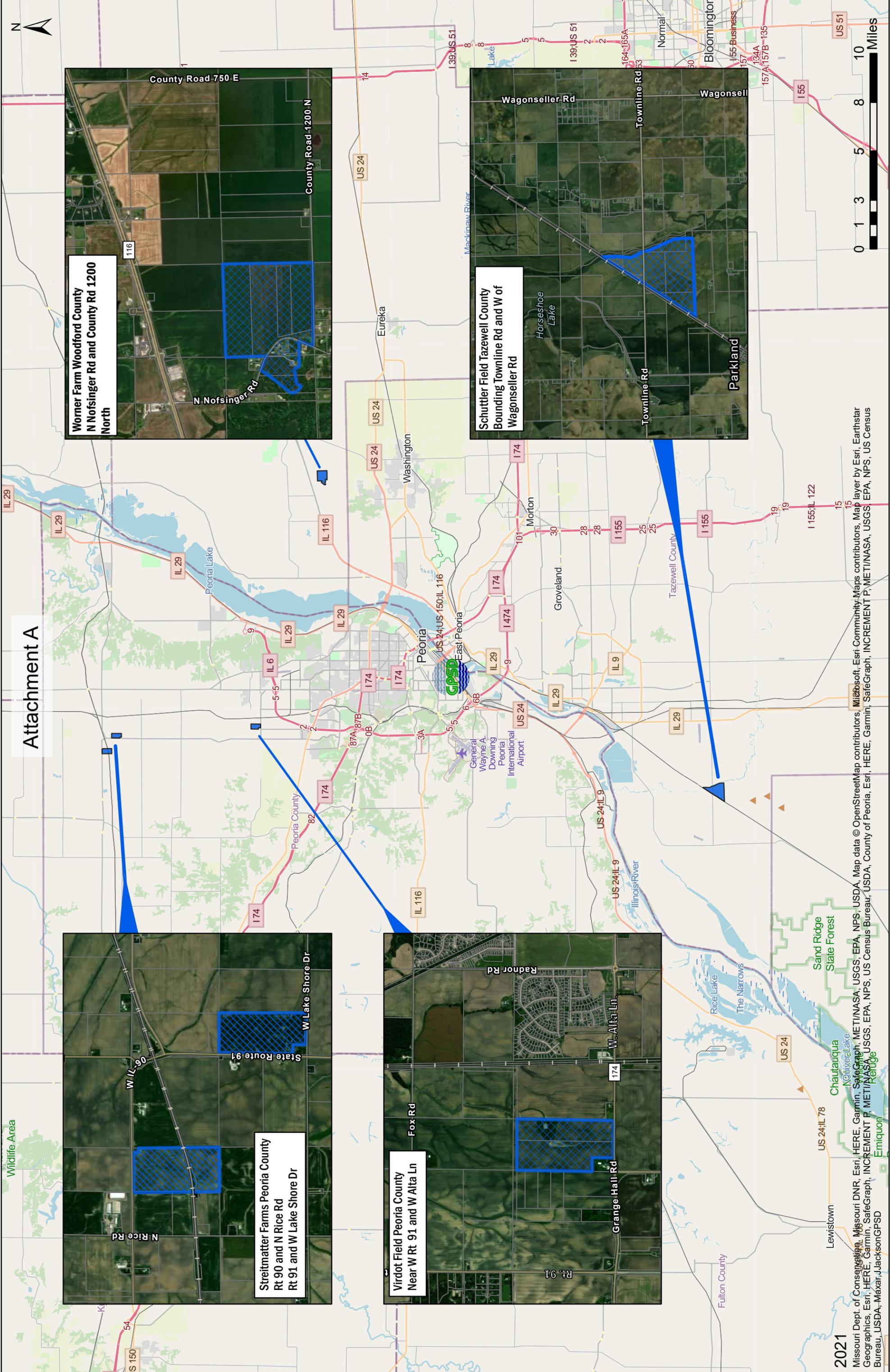


Streitmatter Farms Peoria County
 Rt 90 and N Rice Rd
 Rt 91 and W Lake Shore Dr

Virdot Field Peoria County
 Near W Rt 91 and W Alta Ln

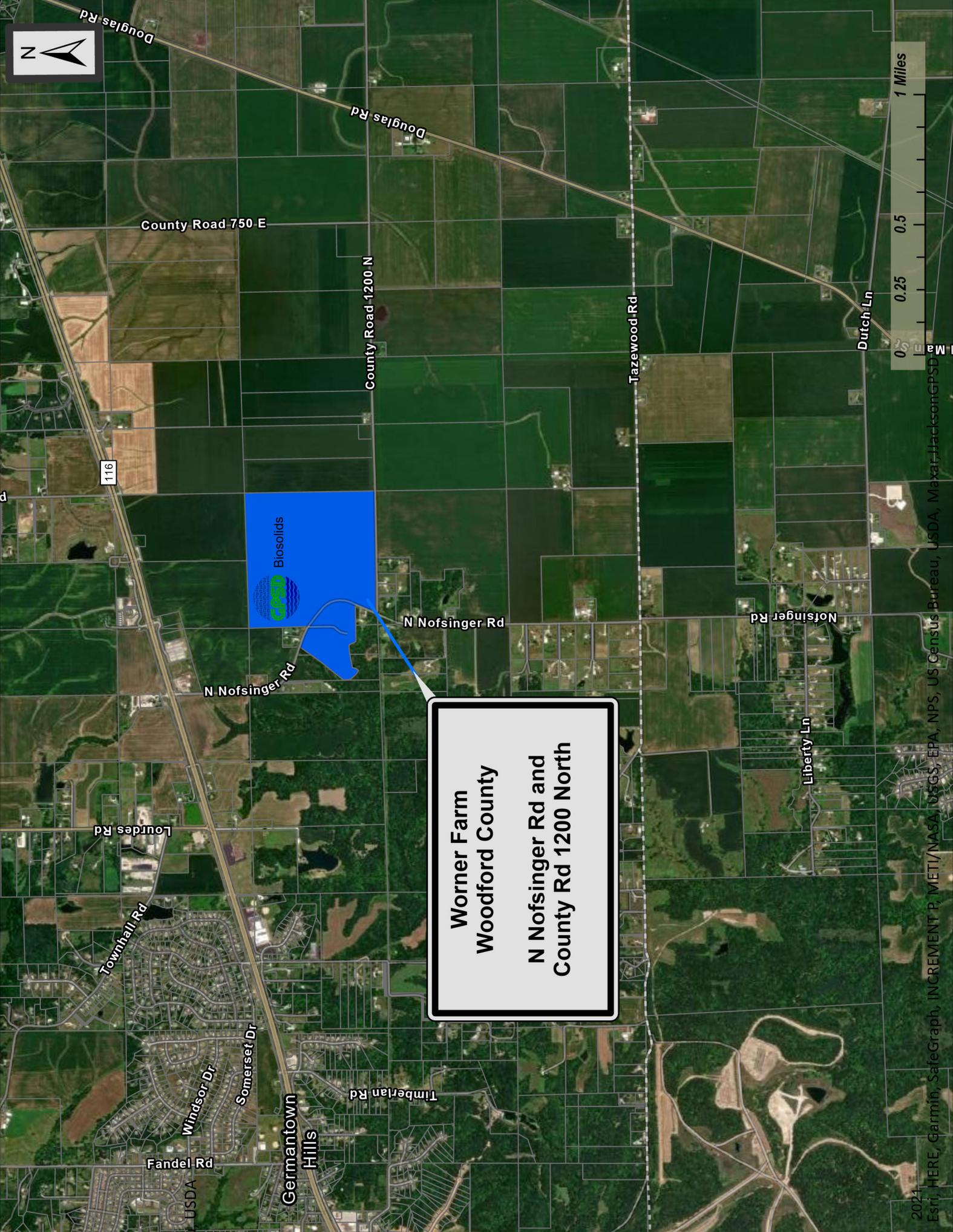
Worner Farm Woodford County
 N Nofsinger Rd and County Rd 1200 North

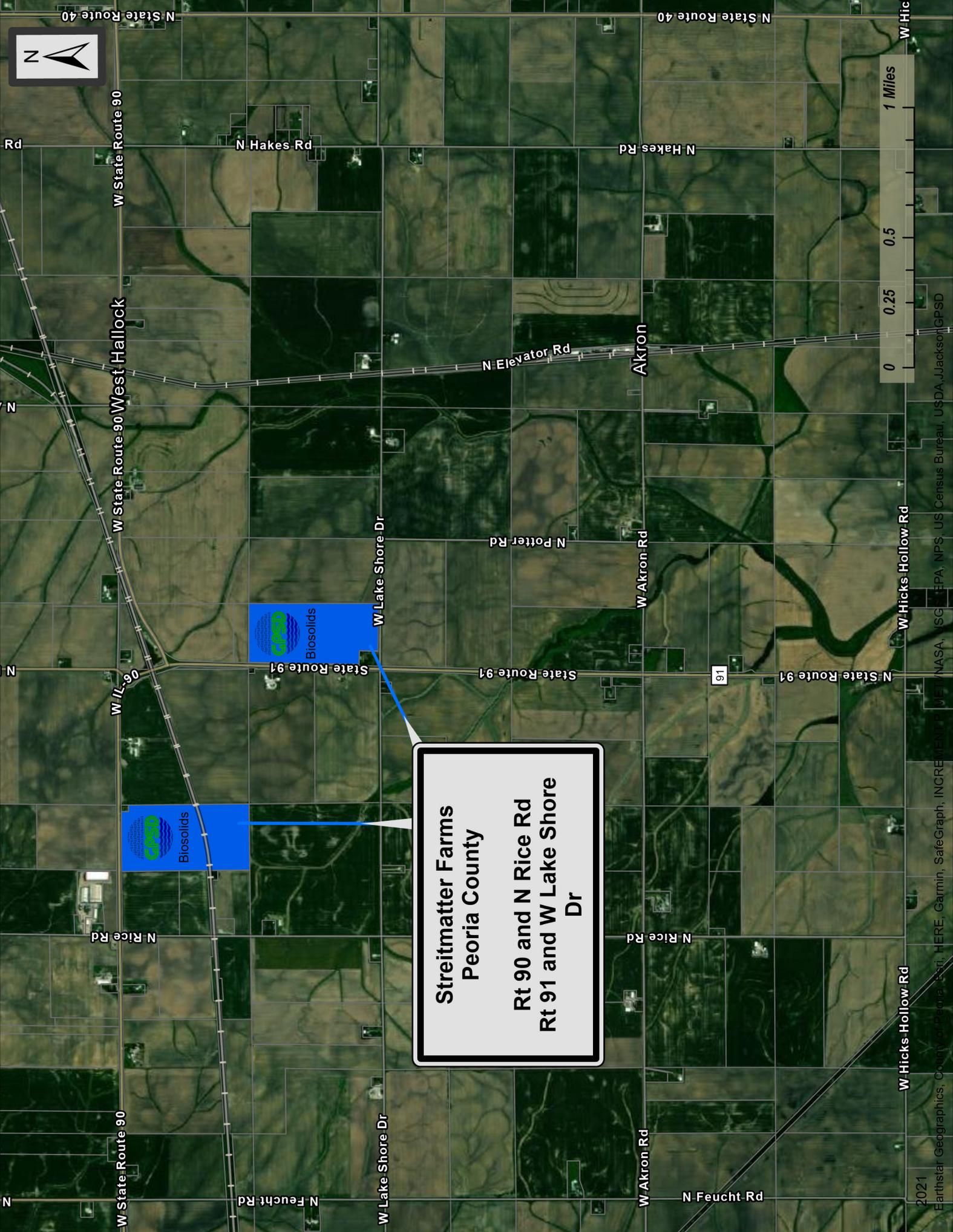
Schuttler Field Tazewell County
 Bounding Townline Rd and W of Wagon seller Rd





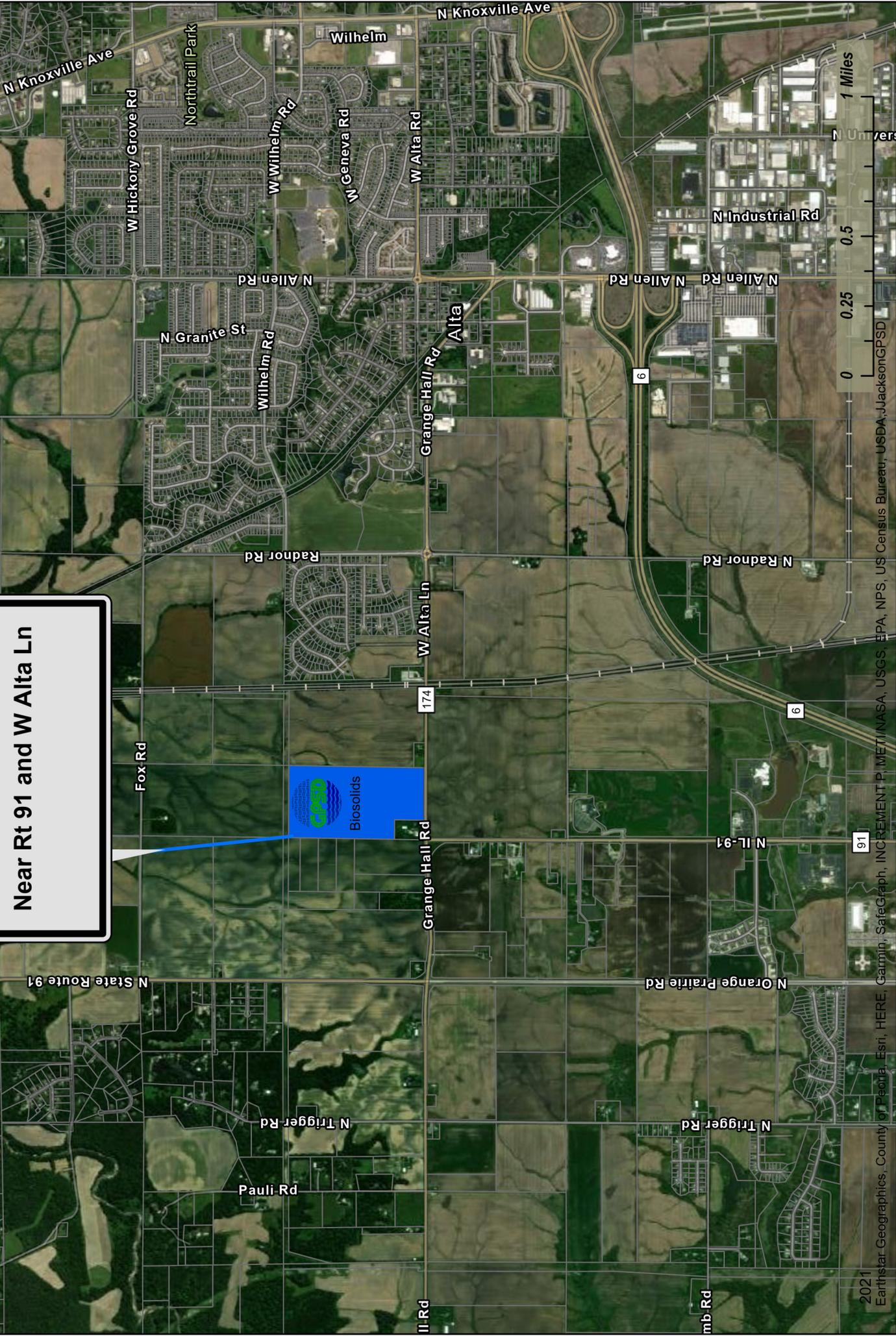
**Worner Farm
Woodford County
N Nofsinger Rd and
County Rd 1200 North**





Streitmatter Farms
Peoria County
Rt 90 and N Rice Rd
Rt 91 and W Lake Shore
Dr



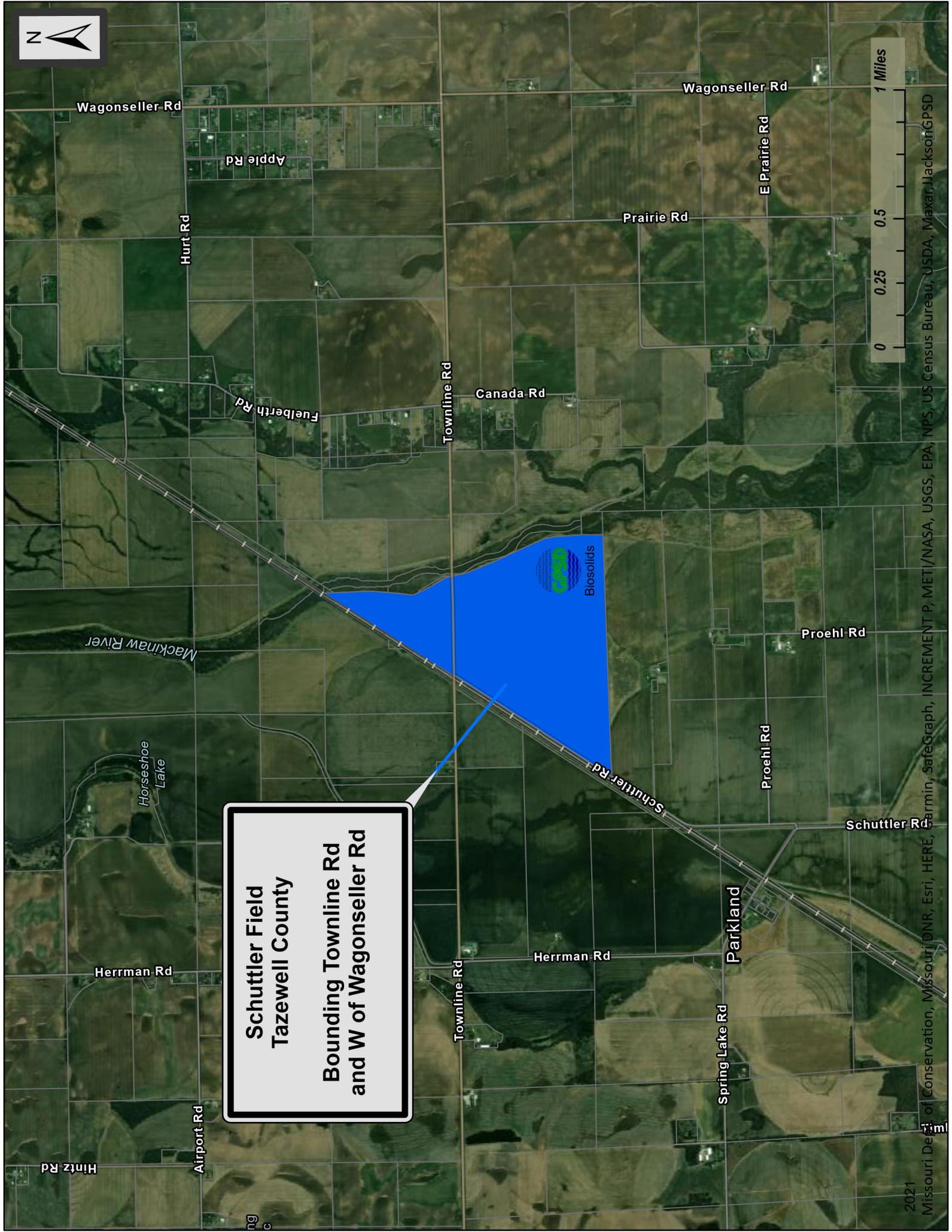


Virdot Field
Peoria County
Near Rt 91 and W Alta Ln





**Schuttler Field
Tazewell County
Bounding Townline Rd
and W of Wagonseller Rd**



2021
Missouri Department of Conservation, Missouri DNR, Esri, HERE, Garmin, SafeGraph, INCREMENT P, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Maxar, JacksonGPSD

ATTACHMENT F

Item	Description	Unit Price Per Provision of Services (\$)
1	Worner Farm; Tandem	
2	Worner Farm; Tractor-Trailer	
3	Streitmatter Farms; Tandem	
4	Streitmatter Farms; Tractor-Trailer	
5	Virdot Field; Tandem	
6	Virdot Field; Tractor-Trailer	
7	Schuttler Field; Tandem	
8	Schuttler Field; Tractor-Trailer	