



Website:
www.beaumontca.gov

Address:
550 E. 6th Street
Beaumont, CA 92223

Phone:
951.769.8520

Request for Proposal for Wastewater Treatment Plant Chemical Supply & Delivery

Proposals Due By:

May 2, 2023, at 2:00 P.M. PST

CONTACT:

Grace Wichert
Procurement and Contracts Specialist
GWichert@beaumontca.gov

RFP AVAILABLE:

www.publicpurchase.com or
<https://www.beaumontca.gov/949/Bids-and-RFPs>



Introduction

The City of Beaumont ("City") invites written proposals from qualified contractors to provide chemical supply and delivery to the Beaumont Wastewater Treatment Plant. The City may elect to award more than one contract for these commodities to ensure availability of product to the City.

Responses must conform to the requirements of this Request for Proposal (RFP). The City reserves the right to waive any irregularity in any proposal, withdraw or amend this RFP or reject any proposal that does not comply with this RFP or City policies.

City of Beaumont

Founded at the turn of the 20th century, Beaumont is proud of its rich history and rural charm. The town served as a welcome "stopping-off point" for early travelers making their way from the Mohave desert to Los Angeles, and later for L.A. residents eager to vacation in Palm Springs. Some, however, set down roots, drawn by the beautiful mountain vistas, clean, crisp air, and the abundance of cherry and apple orchards. The City is located in the western portion of Riverside County and is bounded on the west by Calimesa and unincorporated areas, on the north by the unincorporated County areas (Cherry Valley), on the south by unincorporated County areas and the City of San Jacinto, and on the east by the City of Banning. The land area within the City's boundaries is approximately 26 square miles.

Beaumont provides the very best of rustic, rural beauty and charm, combined with the planned growth, abundant recreational opportunities, and rich community life offered by the finest Southern California cities. The progressive city sits at 2,612 feet in elevation between Riverside and Palm Springs in the Inland Empire. The city contains 16 city parks, including a 20-acre sports park and an extensive trails system. The Beaumont School District, with 10 schools, has an outstanding reputation, and ranks highly in the Pass Area. The city is rounded out with various local service clubs, a new state of the art community recreation center, a library, two four-star golf courses, and multiple churches. T

The City of Beaumont has been one of the fastest growing cities in California over the past 15 years and has a current population of over 55,000 residents. An average of 500 new homes have been permitted annually since 2013 and the population has grown by approximately 1,500 residents each year. Beaumont has seen significant growth in its quality of workforce with educational levels and technical skills. The community has also seen growth in its household income levels. As a result of this growth, the City must continue to provide residents with the quality of life they expect. This involves expanding park and recreational amenities, maintaining a quality police force to keep pace with growth, construction of regional surface transportation projects, and to perform economic development activities to diversify the city's tax base and increase employment opportunities in the region.



Scope of Services

The Scope of Services for the Wastewater Treatment Plant Chemical Supply and Delivery is attached as Exhibit A.

Term

The initial term of the agreement shall be for three (3) years, with each year renewable in one (1) year increments. The annual renewal shall be based on mutually acceptable services, cost adjustments and consistent with City policies. It is understood there is no obligation by the City to purchase any specified amount of goods or services. The selected vendor(s) shall be responsible for completing the specified services in accordance with the City's Professional Services Agreement (Exhibit C).

Proposal Requirements

Proposals shall clearly address all the information requested herein. To achieve a uniform review process and obtain the maximum degree of comparability, it is required that proposals be organized and contain all information as specified below.

- A. Cover Letter: Maximum of two (2) pages serving as an Executive Summary which shall include an understanding of the scope of services. The RFP shall be transmitted with a cover letter that must be signed by an official authorized to bind the consultant contractually. The letter accompanying the RFP shall also provide the name, title, address, and telephone number of individuals with the authority to negotiate and contractually bind the consultant. The cover letter constitutes certification by the consultant that the consultant complies with nondiscrimination requirements of the State and Federal Government. An unsigned proposal or one signed by an individual unauthorized to bind the consultant may be rejected.
- B. Introduction/Information: Introduction of the service proposal, including a statement of understanding for the types of services contemplated. Provide a discussion on how the objectives of the scope of services will be accomplished. Provide the name of the firm submitting the proposal, its mailing address, telephone number, and the name of the individual to contact if further information is required. Any participating firms and proposed sub-consultants shall be identified and included in the proposal (all sub-consultants must be approved by City prior to signing the agreement with City).
- C. The firm's approach to delivering the scope of services. Provide a summary of the work plan and/or methodology and physical resources (staff and equipment) your company will commit to ensure successful project completion. Provide a description of the firm's approach to communicating effectively with City staff and officials, other stakeholders, to facilitate successful delivery of assigned tasks.



- D. Firm Profile: Provide a description of the firm, including number of professional personnel, years in business, office location(s), organizational structure (e.g., corporation, partnership, sole practitioner, etc.), areas of particular expertise, etc.
- E. Location of principal office that will be responsible for the implementation of this contract.
- F. References: Provide three (3) to five (5) references for similar services within the last three (3) years, which include: name, address, contact person, and phone number of the company, length of time services were provided and description of services provided.
- I. Scope of Services: Provide a description of the tasks, sub-tasks, and deliverables that will be provided. The Scope of Services should be presented in a logical format that can be easily attached to the Professional Services Agreement (Exhibit C).
- J. Cost proposal: Provide a comprehensive cost proposal inclusive of all fees in addition to chemical pricing, including, but not limited to, vehicle fuel surcharge, etc. All chemical cost proposals shall be in price per gallon of product.
- K. The firm will be required to have professional liability insurance including liability at a minimum of one million per occurrence, worker's compensation, and vehicle coverage including comprehensive and collision insurance naming the City of Beaumont as additional insured. The proposal shall state whether such insurances will be in force at time of contract execution.

Submittal

Three (3) bound copies and one (1) color digital pdf copy (flash drive) of the proposal must be submitted no later than 2:00 P.M, TUESDAY, MAY 2, 2023. The cost proposal shall be submitted in a separate sealed envelope. Proposal must be labeled "RFP for Wastewater Treatment Plant Chemical Supply and Delivery". Proposals shall be submitted to:

City of Beaumont
c/o Grace Wichert
550 E. 6th Street
Beaumont, CA 92223

Electronic submittals of the proposal will not be accepted. Proposals received after the closing date and time noted will not be accepted. Once submitted, proposals, including the composition of the consulting staff, cannot be altered without prior written consent of the City.

Each proposal shall be limited to a maximum of 25 pages, using a minimum 12-point font size. All costs associated with the preparation of any proposal shall be the sole responsibility of the proposer.



***DUE DATE FOR QUESTIONS IS THURSDAY, APRIL 13, 2023, AT 2:00 P.M. PST.**

All questions shall be submitted through PublicPurchase.com. Answers will be posted on the same website to allow all users to review the City's responses to all questions within one (1) week of the question due date.

Timetable for reviewing and evaluating Proposals:

RFP Release	Tuesday, April 4, 2023
RFC Due	Thursday, April 13, 2023 @ 2:00 PM PST
Proposal Due Date	Tuesday, May 2, 2023 @ 2:00 PM PST
Consultant Interviews (if required)	Week of May 8, 2023
Tentative Award Date	June 6, 2023

Confidentiality

Prior to the proposal submittal deadline, all proposals will be designated confidential to the extent permitted by the California Public Records Act. After the proposal submittal deadline, all responses will be regarded as public records and will be subject to review by the public. Any language purported to render confidential all or portions of the proposals will be regarded as non-effective and will be disregarded.

Amendments to Request for Proposals

The City reserves the right to amend the RFP by addendum prior to the final proposal submittal date.

Non-Commitment to City

The City reserves the right to reject any and all proposals and to waive informalities and minor irregularities in any proposal reviewed. The City may reject any proposal that does not conform to the instructions provided in this RFP. Additionally, the City reserves the right to negotiate all final terms and conditions of any proposal received before entering into a final contract.

Conflict of Interest

The Consultant shall disclose any personal or professional financial, business, or other relationships with the City that may have an impact on the outcome of this contract or any resulting project. The consultant shall also list current clients who may have a financial interest in the outcome of this contract.



Proposal Evaluation/Selection

The City intends to engage the most qualified consultant available that demonstrates a thorough understanding of the City's needs/objectives and the ability to meet those needs/objectives.

City staff will use the following criteria to evaluate the proposals:

Criteria	Points
Proposer's ability and history in providing requested services or work for public agencies of similar size, population and need as the City.	30
Demonstrated technical competence and experience to perform services of work requested in RFP	30
Responsiveness of proposal and clarity and completeness of the proposed Scope of Services.	20
Cost Proposal	20
Total	100

The City may request a qualification interview with the highest ranked consultant(s) prior to making the final determination. The City reserves the right to reject any and all proposals.

CONTACT WITH ANY CITY EMPLOYEE OTHER THAN THE CONTACT NAMED IS STRICTLY PROHIBITED AND WILL BE CAUSE FOR DISQUALIFICATION OF THE PROPOSAL.



Exhibit "A"

Scope of Service

The following scope of services provide general description and performance requirements. It is expected that the proposal developed by each of the responding firms will provide significant additional details for implementing.

The City wishes to set up delivery of chemicals used in the treatment of wastewater with delivery to be made on an as-needed basis. Estimated chemical usage is shown in Exhibit B.

The City of Beaumont Wastewater Treatment Plant is located at:

715 W. 4th Street
Beaumont, CA 92223

Delivery:

1. All deliveries shall be made Monday through Friday between 7:00 a.m. and 2:00 p.m.
2. Delivery vehicles shall be in good condition and operated by Supplier. Truck tractors and tank trailers shall conform to all applicable State and Federal regulations and be fully equipped and maintained to safely transport and deliver specified chemical product.
3. Tank trailers shall be specially designed to prevent leakage and resist rupture in the event of a collision and carry all equipment necessary to respond to an accidental chemical release.
4. Delivery Driver shall be trained and experienced in handling specified chemical product and be specifically trained to stop chemical flow in the event of an emergency. Supplier shall provide evidence of such training and experience upon request.
5. Posted Speed Limits shall be observed at all times while driving on agency property. Supplier shall be completely liable for any damage to property or personnel.
6. Delivery Equipment shall include all equipment necessary to permit the safe transfer of the specified chemical product(s).
7. Product(s) requested shall be delivered within 48 hours of agency request.
8. Should requested chemical not be available at time of delivery, Supplier shall recommend comparable alternative(s).

Unloading shall be done in accordance with the following:

1. Shall be done in a safe manner by Supplier in the presence of a plant operator.
2. Appropriate personal protective equipment (PPE) clothing shall be worn, and industry safety practices and procedures followed explicitly at all times.
3. Delivery driver must present chemical manifest.
4. Driver may be required to capture a sample of the product from the delivery tank in order for a plant operator to do a visual inspection.
5. Supplier to be able to provide proof of tank and hose inspections prior to delivery demonstrate that all components are in proper working order.



City will refuse delivery of product at no penalty to the City if:

1. Product does not match the specific gravity.
2. If there is debris in the sample from the delivery truck.
3. Vendor is non-compliant with industry standard safety practices and procedures.
4. Failure of Supplier to wear proper PPE while making chemical transfers.

Agency may require Supplier to furnish an affidavit stating product complies fully with specification(s), a certified analysis of the product delivered, and/or the preventative maintenance schedule of delivery truck's unloading compressor.

Quantity:

Exact quantities may vary from the estimates given and may be increased or decreased to meet agency's requirements. No minimum is guaranteed.

Invoicing:

A separate invoice shall be provided for each delivery during contract period.

Specification:

Supplier shall bring apparent error or omissions to City's attention.



Exhibit "B"

Estimated Annual Usage



Chemical	Concentration	Tank/Tote	Tank Capacity (g)	Estimated Delivery Qty (g)	Estimate Annual Usage
R.O. Antiscalant	Currently Using Spectraguard 360	Tote	275	1 Tote	2,750 gal (10 Totes)
Citric Acid	50%	Tote	275	4 Tote	6,300 gal (23 Totes)
Sulfuric Acid	93%	Tank	1150	700	2,300 gal
Liquid Ammonium Sulfate	40%	Tank	1150	700	7,800 gal
Sodium Hypochlorite	12.5%	Tank	4400	2800	25,000 gal
Sodium Bisulfite	25%	Tank	1550	1000	18,000 gal
Sodium Hydroxide	25%	Tank	1550	1000	1,000 gal