

City of Hattiesburg, MS

*200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401*



Meeting Agenda - Final

Friday, August 28, 2015

4:30 PM

Council Chambers

City Council - Special Called Meeting

*City Council
Special Called Meeting*

1. [2015-2120](#) Approve request for proposals for the City of Hattiesburg for professional design services for a land application system for wastewater treatment and disposal; authorize advertisement of legal notice for same.

Attachments: [RFP for Design of Land Application Wastewater Treatment System \(Final\)](#)
 [Legal Notice, RFP for design of Land Application System 8-28-15](#)
 [executed Legal Notice, RFP for design of Land Application System 8-28-15 \(2\)](#)

2. Approve minutes of the July 21, 2015, meeting of the City Council.



City of Hattiesburg, MS

200 Forrest St.
P.O. Box 1898
Hattiesburg, MS 39401

Master

File Number: 2015-2120

File ID: 2015-2120

Type: Regular Agenda Item

Status: Passed

Version: 1

Reference:

In Control: City Council

File Created: 08/27/2015

Brief Title: Approve RFP for design of land application wastewater treatment system; authorize advertisement of legal notice for same.

Final Action: 08/28/2015

Minute Book Number: MB2015-259

Title:

Approve request for proposals for the City of Hattiesburg for professional design services for a land application system for wastewater treatment and disposal; authorize advertisement of legal notice for same.

Notes:

Sponsors:

Enactment Date:

Attachments: RFP for Design of Land Application Wastewater Treatment System (Final), Legal Notice, RFP for design of Land Application System 8-28-15, executed Legal Notice, RFP for design of Land Application System 8-28-15 (2)

Enactment Number:

Contact:

Meeting Date: 08/28/2015

Drafter: Debbie Bernardo

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council - Special Called Meeting	08/28/2015	Approve				Pass
	Action Text: A MOTION was made by Carroll and seconded by Naylor to Approve request for proposals for the City of Hattiesburg for professional design services for a land application system for wastewater treatment and disposal; authorize advertisement of legal notice for same.						
	Following discussion, the Motion received the affirmative vote of the Council as follows:						
	Yeas: 4 - Bradley, Carroll, Dryden and Naylor						
	Nays: 0						
	Absent: 1 - Delgado						
		Yea: 4	Bradley Carroll Naylor Dryden				

Text of Legislative File 2015-2120

Title

Approve request for proposals for the City of Hattiesburg for professional design services for a land application system for wastewater treatment and disposal; authorize advertisement of legal notice for same.

Summary

Approve RFP for design of land application wastewater treatment system; authorize advertisement of legal notice for same.

Budget Information

Expenditure Type

Purchasing Item

Publication Information

**REQUEST FOR PROPOSALS FOR
CITY OF HATTIESBURG, MISSISSIPPI**

**LAND APPLICATION SYSTEM
FOR
WASTEWATER. TREATMENT AND DISPOSAL**

SECTION I - GENERAL INFORMATION

- A. The City of Hattiesburg, Mississippi has selected land application as a feasible alternative to dispose of treated effluent from the South Wastewater Treatment Plant. As such, the City is inviting all interested and qualified parties to submit proposals to provide a completed design for a land application system to receive and dispose of treated wastewater effluent, design of required modifications to the City's existing wastewater treatment lagoons. The proposed completed design submitted for a land application system must specify the total proposed surface-acreage required taking into consideration all relevant factors, including, but not limited to, regional geology, and surface, subsurface and soil conditions and characteristics, and additionally must demonstrate the ability of the proposed land application to obtain required permitting.

Proposals should be mailed or hand delivered to:

City Clerk
City of Hattiesburg
P. O. Box 1898
Hattiesburg, MS 39403-1898
Physical Address: 200 Forrest Street
PROPOSAL: Land Application of Treatment and Disposal System

Questions regarding this Request for Proposals should be directed, in writing, to Neel-Schaffer, Inc., Attn: Mr. Nathan Husman, P.E., P. O. Box 1487, Hattiesburg, MS 39403-1487, upon which answers will be issued, in writing. The cutoff date for questions will be no later than 4:00 pm September 11, 2015

- B. All proposals the City receives that are deemed to be in the best interest of the City of Hattiesburg will be selected for further evaluation. The City of Hattiesburg reserves the right to reject any and all proposals, to waive any and all technicalities or informalities and to accept any and all proposals deemed to be in the best interest of the City.
- C. Any party submitting a proposal shall abide by and comply with the true intent of the scope as contained herein and not take advantage of any unintentional error or omission, but shall fully address the full intent and meaning of each aspect of the scope of work.
- D. The City is a tax exempt organization.

- E. The City of Hattiesburg, in accordance with Title VI of the Civil Right Act of 1964 and Title 49, Code of Federal Regulations, hereby notifies all interested parties that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, creed, sex, handicap or national origin in consideration for an award.

SECTION II- PROJECT WORK SCOPE

The City of Hattiesburg is inviting proposals from all interested parties to provide professional design and consulting services for a complete system for the treatment and disposal of wastewater utilizing a land application process. The City's existing South Treatment Lagoon can be utilized for treatment and/or storage as part of the comprehensive land application system and the design of any modifications to the existing South Treatment Lagoon required as part of the land application system shall be included as part of the scope of work.

Interested parties submitting a Proposal must include the following information as a part of their Proposal:

- A. A detailed plat showing all proposed locations and proposed boundary lines for the proposed land application system, taking into account and reflecting the regional geology, and surface, subsurface and soil characteristics and conditions. The detailed plat will also be required to show current ownership, wetlands, other restrictions or limitations, and be color-coded to illustrate which parcels are presently owned by the City and the additional property which is proposed for use under the completed design.
- B. Demonstrate through either an existing permit or other method that the proposed land application system can be permitted, specifically for the proposed system size and location
- C. A preliminary technical proposal providing adequate detail on the disposal system layout and design. As part of the technical proposal, additional details should be provided to address industrial flows within the City and the proposal should address the unique treatment challenges inherent with yeast manufacturing and poultry slaughter facilities - estimated cumulative flow rates are approximately 2 MGD; and, a design flow for non-industrial waste stream (13 MGD) for a total of 15 MGD.
- D. Within 60 days of award of this contract, the selected firm shall provide the following:
1. All reports, results or other documentation demonstrating the suitability, including capacity to handle the projected flow of 15 MGD, of the proposed property. Documentation should include geotechnical and other similar reports addressing soil, groundwater and other capacity influencing factors.
 2. Evidence of title and any liens, leases or other factors relevant to ownership and/or the ability of the City to acquire ownership or leasehold interest to all of the proposed property in a manner compliant with Mississippi municipal laws.

- F. A detailed price estimates that shall, at a minimum, be itemized to include :
1. Estimated Construction costs;
 2. Estimated Engineering costs based upon the scope included in the Proposal;
 3. Estimated Costs for land acquisition, whether through acquisition or lease, for a period of not less than thirty (30) years;
 4. Legal costs;
 5. Regulatory costs;
 6. Any other items the interested party desires to include, all related to the proposed comprehensive land application system and modifications to the existing South Treatment Lagoon.
- G. Selection of the professionals shall be based upon an evaluation of the following criteria:
1. Project Team Experience – firm and individual
 2. Specific Project Experience – with the proposed design
 3. Location of offices and facilities
 4. Proposed design approach – design benefits and risks
- H. All necessary design work shall be performed by a Professional Engineer registered in the State of Mississippi. The names and qualifications of all Engineers or Engineering Firms of the design team shall be included in the Proposal for the City's consideration.
- I. A statement from the interested party acknowledging that permit drawings required for the complete land application disposal system and recommendations for required modifications to the City's existing South Treatment Lagoon must be completed and design basis reports (soil studies) of sufficient detail necessary for submittal to Mississippi Department of Environment Quality for their review and concurrence by no later than November 20, 2015.
- J. A statement from all Engineers or Engineering Firms providing design services as part of the Proposal acknowledging their acceptance to respond to comments received from the City, or its selected Engineer or Program Manager, based upon a review of the design documents, including comments and questions pertaining to the completeness and accuracy of the Drawings and Technical Specifications.
- K. A statement from Engineers or Engineering Firms providing design services as part of the Proposal acknowledging their acceptance to work directly for the City, or as a sub-consultant to another Engineer chosen by the City, during the bidding and construction of the land application system and modifications to the existing South Treatment Lagoon, should any be required, to answer technical questions and respond to Requests for Information related to the design. A list of proposed standard hourly rates for such services shall also be included for the City's consideration.

The City of Hattiesburg will thoroughly review and consider all proposals received with regard to standard design recommendations from the United States Environmental Protection Agency

(EPA) for land application facilities. Any proposals deemed to be insufficient, technically inadequate, or not economically feasible will be rejected. All proposals deemed to be technically and economically feasible will be held for further evaluation.

The selected provider(s) will enter into an agreement with the City of Hattiesburg to design, assist with required permitting actions for a wastewater treatment and effluent land disposal system in accordance with the rules and regulations of the Mississippi Department of Environmental Quality (MDEQ) and the United States Environmental Protection Agency (EPA) for an agreed-to fee.

LEGAL NOTICE

**REQUEST FOR PROPOSALS
FOR THE CITY OF HATTIESBURG, MISSISSIPPI
FOR PROFESSIONAL DESIGN SERVICES
FOR A LAND APPLICATION SYSTEM
FOR WASTEWATER.TREATMENT AND DISPOSAL**

The City of Hattiesburg will be accepting proposals from qualified parties to provide professional design services for a Land Application System to treat and dispose of the City's wastewater. Interested parties shall submit sealed proposals *in* the format specified *in* this Request for Proposals no later than 10:00 A.M. local time (CST), September 16, 2015. The sealed proposals shall be delivered to the Office of the City Clerk, 200 Forrest Street, P. O. Box 1898, Hattiesburg, Mississippi 39403-1898, (601) 545-4552.

The City of Hattiesburg will not discriminate in the purchase of goods and services on the basis of race, color, creed, sex, handicap or national origin. Verbal proposals or proposals received after the closing date will not be accepted. All proposals deemed to be in the best interest of the City of Hattiesburg will be considered for further evaluation. The City of Hattiesburg reserves the right to reject any and all proposals received and waive any nonmaterial technicalities or informalities.

PUBLISHED by Order of the Council on the 28th day of August, 2015.

CITY OF HATTIESBURG, MISSISSIPPI

By: _____
Kermas Eaton, City Clerk

(SEAL)

Publish September 2, 2015, in the Hattiesburg American and the Clarion Ledger.

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