

Request for Qualifications for Professional Services for Water Storage Tank Asset Management
& Water Quality Management

General Information

The Village of Richton Park requests qualifications for professional services to provide potable water storage tank asset management programs and related water quality management services to assist with maintaining water quality within their distribution system. The professional services are to include, but are not limited to: a custom designed water storage tank asset management program, a custom designed continuous active water storage tank mixing system with ongoing maintenance, a custom designed water storage tank chemical cleaning program. The Village intends to maintain their water storage tanks under a comprehensive full service asset management program. The Village intends to develop an ongoing collaborative partnership with the professional service provider so as to continually explore ways of improving upon this approach to water storage tank asset management in terms of cost-effectiveness and post-treatment water quality management tools. Below are the capacities and locations of the three (3) elevated storage tanks.

Tower #4 – 500,000 gallons; Latonia Lane, Richton Park, IL

Tower #3 – 250,000 gallons; Amy Street, Richton Park, IL

Tower #2 – 250,000 gallons; Clark Street, Richton Park, IL

Qualifications

The Village of Richton Park desires to employ a qualifications based selection process and will evaluate each respondent's proposal using the RFQ evaluation criteria listed in this RFQ to rank each prospective respondent. The highest-ranking respondents will then be interviewed to review and verify their qualifications. After selection of a provider for these professional services, the Village of Richton Park will negotiate with the professional services provider to finalize the scope of work, fees, and specific contractual arrangements. The Village of Richton Park desires to develop an ongoing collaborative partnership with the professional service provider to continually explore ways to manage the water storage tank assets in the most cost effective manner and manage the risks of maintaining water quality within their distribution system.

RFQ Submittal Requirements

Information provided to the Village on qualifications must, at a minimum, include the following:

1. An informative narrative report introducing your Company.
2. The specialized experience and technical competence of the professional service provider with respect to potable water storage tank asset management programs, continuous (active) water storage mixing systems, and chemical cleaning processes for the water storage tank.
3. Demonstration of the capacity and capability of the Company to perform and provide the work and services requested and to provide ongoing basic necessary maintenance.
4. The professional service provider's past record of performance and experience with respect to ability to meet deadlines, typical response time for service or starting of work, quality of work, and quality assurance.

5. The proximity and location of the service provider’s crews and management.
6. References from current and former clients. A list of systems that are currently being maintained by the proposer should be submitted. Include the Name of the System, Person of Contact, Telephone Number of Contact, and the Number of Tanks in the System under contract. A minimum of twenty-five (25) systems must be submitted as a minimum to be considered. Of those twenty-five programs, it is recommended that at least ten (10) be systems located in Illinois. Any Company with less than twenty-five (25) existing maintenance programs will not be considered. Note: Respondents should be advised that the Village considers experience to be a fundamental component of the service requested. Companies who have not been providing these services for more than ten (10) years will not be considered.
7. 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 their names and addresses of the individuals placed in charge for the administration of the terms and conditions of the contract. Summary resumes of all full-time employees dedicated to technical services (engineers and N.A.C.E. certified employees) are mandatory.
8. Scope and level of insurance coverage.
9. Ability to being work and implement a GASB 34 compliant tank asset management program, along with tank related (post treatment) water quality management services.
10. A copy of the State Contractor’s License MUST BE included in the response to this RFQ.

Evaluation Criteria

All professional service providers’ responses to the RFQ will be evaluated and ranked in accordance with the following factors:

<u>Factors:</u>	<u>Rating (0-10)</u>
1. Overall service provider’s qualifications and experience	_____
2. Experience with water storage tank asset management programs	_____
3. Experience with continuous active tank mixing systems	_____
4. Experience with chemical cleaning of water tanks and filter media	_____
5. GASB 34 Compliance	_____
6. Assignment of competent qualified staff	_____
7. Commitment of sufficient staff and equipment to provide service	_____
8. Ability to meet timetable for completion of work & implementation of service	_____
9. Ability to provide ongoing maintenance and service	_____
10. Proximity of staff and ability to provide service in timely manner	_____
11. Ability to help with financial assistance through spreading of cost and/or funding	_____
12. Insurance coverage and limits and statement of indemnification	_____
13. Ability to assist with state regulatory compliance	_____
14. Completeness and detail of information requested	_____
<u>Total Points:</u>	_____
Includes AIT ten (10) RFQ Submittal Requirements (mandatory for consideration)	yes/no

Submittal Information

There will be **a mandatory pre-submittal meeting on Friday, June 23, 2017 at 10:30** am at Village Hall (4455 Sauk Trail, Richton Park, IL 60471). Responses to this RFQ must be submitted no later than 1:30 pm on Friday, June 30, 2017 at 4455 Sauk Trail, Richton Park, IL 60471 clearly marked "RFQ RESPONSE" to the attention of Keith Powell, Village Engineer. A copy of the RFQ is posted on the Village's website (<http://richtonpark.org/42/RFP-Request-for-Proposals>). For more information, or clarification of the RFQ please contact Keith Powell at 630-607-1507 or via email at keith.powell@clarkdietz.com.