

**Request for Proposals for
Griffy Lake Sediment Removal**

**City of Bloomington, Indiana
Board of Park Commissioners**

401 N. Morton St.
Suite 250
Bloomington, Indiana 47404

Steve Cotter
Natural Resources Manager
City of Bloomington Department of Parks and Recreation
E-mail: cotters@bloomington.in.gov

Date: July 2, 2013

NOTICE

Request for Proposals for Griffy Lake Sediment Removal

City of Bloomington, Indiana Board of Park Commissioners

The City of Bloomington, Indiana City of Bloomington, Indiana, by and through its Board of Park Commissioners, invites contractors to submit their qualifications and proposals to remove sediment from the dewatered bed of Griffy Lake and to transport the removed sediment to the City's Winston Thomas site, 300 W. Gordon Pike, Bloomington, Indiana, in accord with all applicable permits and regulations. A copy of the Request for Proposals (RFP) may be obtained by contacting Steve Cotter, Natural Resources Manager, City of Bloomington Department of Parks and Recreation, by e-mail at: cotters@bloomington.in.gov. Contractors are strongly encouraged to attend the pre-proposal meeting on Monday, July 15, 2013 at 9:00 a.m. (local time) at the City of Bloomington Department of Parks and Recreation, 401 N. Morton Street, Suite 250, Bloomington, Indiana 47404, which will include site visits to Griffy Lake and Winston Thomas.

Proposals must be received no later than 4:30 p.m. (local time) on Friday, July 19, 2013, at the City of Bloomington Department of Parks and Recreation, 401 N. Morton Street, Suite 250, Bloomington, Indiana 47404. Any proposals received after this designated time will be returned unopened. All proposals received by the designated time will be opened in public at 4:30 p.m. (local time) on Friday, July 19, 2013, at 401 N. Morton St., Suite 250, Bloomington, IN 47404. Project information is available at:

http://bloomington.in.gov/sections/viewSection.php?section_id=537

The goal of this project is to remove, at a minimum, approximately 6000 cubic yards of from the Griffy Lake boat channel area, plus up to an additional 18,400 cubic yards from the east end of the lake, to use a one-step process for disposal by loading the sediment onto trucks directly from the lakebed without dewatering or storing it, and to transport all removed sediment to the Winston Thomas site at 300 W. Gordon Pike, Bloomington, Indiana, in accord with all applicable permits and regulations.

The issuance of this RFP does not create any obligation on the part of the City of Bloomington to enter into any contract or undertake any financial obligations with respect to the project referred to herein. All proposals must include the content and be organized in the format described within the RFP guidelines. The City of Bloomington reserves the right to reject any and all proposals, to waive any informalities, and to be the sole judge of the value and merit of the proposals. Upon receipt, the proposals will be reviewed and qualifications of the Offerors

will be investigated. The City of Bloomington may conduct discussions with responsible Offerors who submit proposals determined to be reasonably susceptible of being selected for award.

The City of Bloomington is an equal opportunity employer, and Offerors must meet all requirements for equal employment opportunity under Title VII of the 1994 Civil Rights Act as amended. The Offeror must also comply with City of Bloomington Living Wage Ordinance at BMC 2.28.

Each Offeror for contracts over \$10,000 must submit their written Affirmative Action Plan to the City AT LEAST TWENTY-FOUR HOURS BEFORE THE BIDDING DEADLINE. Each Offeror must insure that all employees and applicants for employment are not discriminated against because of any race, religion, color, sex, national origin, ancestry, or disability. All the protected classes must be included in the Affirmative Action Plan for it to be acceptable. In addition to other requirements, the plan MUST include a workforce breakdown, an internal grievance procedure, for implementation of the Plan, specific plans for recruitment from minorities, equal access to training programs, a non-retaliation statement, and an explanation of your methods of communicating the operations of the Affirmative Action Plan to employees and prospective recruits.

Each Offeror should submit copies of the plan SEPARATELY from the proposal. The Contract Compliance Officer for the City of Bloomington is Barbara McKinney. EACH BIDDER MUST REVIEW HIS OR HER AFFIRMATIVE ACTION PLAN WITH MS. MCKINNEY WELL IN ADVANCE OF THE BIDDING DEADLINE. Her telephone number is (812) 349-3429. Her office hours are from 9:00 a.m. to 1:00 p.m. Wednesday through Thursday. EACH OFFEROR'S WORKFORCE BREAKDOWN FIGURES MUST BE UPDATED EVERY SIX MONTHS.

OFFERORS WHO FAIL TO SUBMIT ACCEPTABLE PLANS
ARE SUBJECT TO DISQUALIFICATION.

CITY OF BLOOMINGTON, INDIANA
Board of Park Commissioners

**PROJECT SCOPE
AND REQUEST FOR PROPOSALS
Griffy Lake Sediment Removal**

**City of Bloomington, Indiana
Department of Parks and Recreation
Submittal Deadline: July 19, 2013**

Introduction

The City of Bloomington, Indiana Department of Parks and Recreation and City of Bloomington Utilities Department invite contractors to submit their proposals for removal of sediment from the Griffy Lake bed and transportation of the sediment to the City's Winston Thomas site, 300 W. Gordon Pike, Bloomington, IN. Griffy Lake is currently drained as repairs are being made to the dam.

Instructions to Offerors

- Send pertinent questions to by e-mail Steve Cotter, Natural Resources Manager, City of Bloomington Department of Parks and Recreation at: cotters@bloomington.in.gov
- Copies of all questions received and answers provided will be sent via e-mail or fax to all parties in receipt of this RFP document.
- Proposals shall be valid for a period of ninety (90) days from the date they are opened at a public meeting.
- All proposals shall be properly signed and sealed. Proposals shall be submitted in sealed envelopes and marked on the outside with the Offeror's name and address and with the following statement in red: "SEALED PROPOSAL – AUTHORIZED OPENING ONLY."
- Proposals shall be delivered no later than 4:30 p.m. (local time) on Friday, July 19, 2013, to the City of Bloomington Department of Parks and Recreation office at Suite 250, 401 N. Morton Street, Bloomington, IN, or mailed to the following address:

Steve Cotter, Natural Resources Manager
City of Bloomington Department of Parks and Recreation
401 N. Morton Street, Suite 250
P.O. Box 100
Bloomington, Indiana 47402-0100

- The issuance of this RFP does not create any obligation on the part of the City to enter into any contract or undertake any financial obligations with respect to the project referred to herein.
- All proposals will be opened at a public meeting on Friday, July 19,, 2013, at 4:30 p.m. (local time) at the City of Bloomington Department of Parks and Recreation, 401 N. Morton Street, Suite 250, Bloomington, IN.
- After evaluation of all proposals received, the City intends to conduct negotiations with the Offeror(s) that the City considers best qualified to meet its requirements. The City reserves the right to reject any and all proposals and to waive any non-conformities, whenever such actions are in its best interest, as determined solely by the City.
- The City reserves the right to negotiate for, and purchase separately, portions of the Offerors' proposals.
- Any Offeror submitting a proposal shall acknowledge that the City will rely on the Offeror's ability, expertise and knowledge, and the Offeror shall be obligated to exercise the highest standard of care in performing its obligations.

Offeror Criteria

The City of Bloomington shall accept proposals only from Offerors that meet the following requirements:

- The Offeror must be able to demonstrate to the City of Bloomington's satisfaction that it is of sound financial condition and is adequately bonded and insured.
- The Offeror must be able to provide references from three (3) current or previous clients for whom the Offeror has provided services similar to those required for this project.
- The Offeror must have sufficient employees on staff with the necessary credentials and experience to properly manage this project.

Submission Requirements

Offerors must provide the following information in their proposals:

- Price quotation for each component of the project itemized on the attached Price Quotation sheet.
- Timeline for completion of the work.
- Identification of any subcontractor that will be used and the work that the subcontractor will perform.

Other Information

- All expenses incurred in the preparation of responses to this RFP shall be borne by the Offerors submitting proposals. All submitted proposals shall become the property of the City of Bloomington.
- The City of Bloomington is exempt from payment of all state and federal taxes.

Scope of Services

1. Sediment Removal and Placement at Winston Thomas.

- a. The primary goal of the project is to remove at least 6000 cubic yards of sediment in the boat channel area described as Zone 1 as shown on Exhibit A, to provide a 5 foot depth at low pool (approximately spillway crest 630.6; and
- b. The secondary goal is to remove up to about 18,400 additional cubic yards from the area of lake bed east of the Hinkle Road causeway described as Zone 2 on Exhibit A, to provide a 2 foot depth at low pool. The quantity and location of sediment removed in this part of the project will depend upon available funding.
- c. A one-step process must be used in removing and transporting the sediment. All removed sediment must be loaded directly from the lakebed onto trucks for transportation to the Winston Thomas site, 300 W. Gordon Pike, Bloomington, IN. The sediment shall not be dewatered or stored on the shoreline or at any other location except the Winston Thomas site. All aspects of the removal and transportation process must be done using appropriate methods and in accordance with all applicable permits and regulations.
- d. All sediment removed from Lake Griffy must be transported directly to the Winston Thomas site and placed and graded at Winston Thomas in accordance with City of Bloomington Utilities requirements contained in Exhibit B.

2. Equipment and Method of Excavation

- a. Describe how the selected excavation methods were evaluated to determine their suitability for the project.
- b. Describe the equipment to be used and the sequence of events related to the actual sediment removal.
- c. Explain what measures will be implemented to assure that the work will not adversely impact the lake and surrounding area.
- d. Describe how the removed sediment will be transported away from the site.

3. Schedule and sequence of work

a. Provide an anticipated schedule for initiation and completion of the various project elements.

b. Indicate how the timing was determined.

4. Cost

a. Provide anticipated cost figures for the various project elements and explain how the amounts were determined. Use the attached Price Quotation sheet.

b. Identify any costs associated with unusual physical aspects of the proposed project.

Selection Procedures

Offerors should submit a fee proposal broken down by the individual areas identified in the scope of work. The total fee proposed should reflect anticipated completion of the scope of work identified in this document. Information submitted in response to the RFP will be reviewed by City of Bloomington Parks and Recreation staff and other key City officials. The Board of Parks Commissioners will have final authority to enter into a contract with the selected contractor. Bloomington Parks and Recreation Department staff will recommend a preferred contractor to the Board of Parks Commissioners. Personal interviews to screen and further evaluate proposals may be required.

Contractor Selection

Selection of a contractor for Griffy Lake sediment removal shall be based upon the amount of sediment proposed to be removed, the cost, and the contractor's qualifications and documented expertise relevant to this project. The contract, if awarded, will be awarded to the responsible Offeror submitting the best proposal complying with the conditions and requirements of this RFP. Considerations other than cost alone will be used in selecting the successful proposal. The Department shall evaluate all RFP submittals and shall interview selected finalists. A recommendation for contractor selection shall be presented to the Board of Park Commissioners for their approval. Consideration shall also be given to the following factors:

- a. Technical qualifications.
- b. Proposed methodology for achieving project objectives and requirements.
- c. Performance evaluations and references on similar projects, if applicable.
- d. Familiarity with the specific project area.
- e. Key staff assigned to the project.
- f. Special, unique, and/or applicable expertise.
- g. Ability to meet requirements for the project.
- h. Ability to secure required liability insurance.
- i. Reputation with existing clients.
- j. Timeliness, mobility and current workload

Questions regarding this RFP may be submitted by email only to the project manager, Steve Cotter, Natural Resources Manager (cotters@bloomington.in.gov) Responses will be shared with all packet holders.

Griffy Lake Sediment Removal Price Quote

Contractor Name : _____

Contact Person : _____

Contact Phone No. : _____

1. Removal of approximately 6000 cubic yards from the area designated as Zone 1 on Exhibit A, p. 1 to provide 5' of depth for the boat channel at low pool. \$ _____

2. Removal of up to 18,400 additional cubic yards from the area of lake bed east of the Hinkle Road causeway described as Zone 2 on Exhibit A, p. 1, or sufficient sediment to provide 2 foot depth at low pool. Please provide this part of the quote as unit cost per cubic yard removed and estimated number of cubic yards you propose to remove.

\$ _____ per cubic yard

_____ cubic yards to be removed in addition to the 6000 cubic yards to be removed from Zone 1

3. Any additional costs (specify in detail) \$ _____

4. Total cost \$ _____

Signed Name

Date

Printed Name

Title

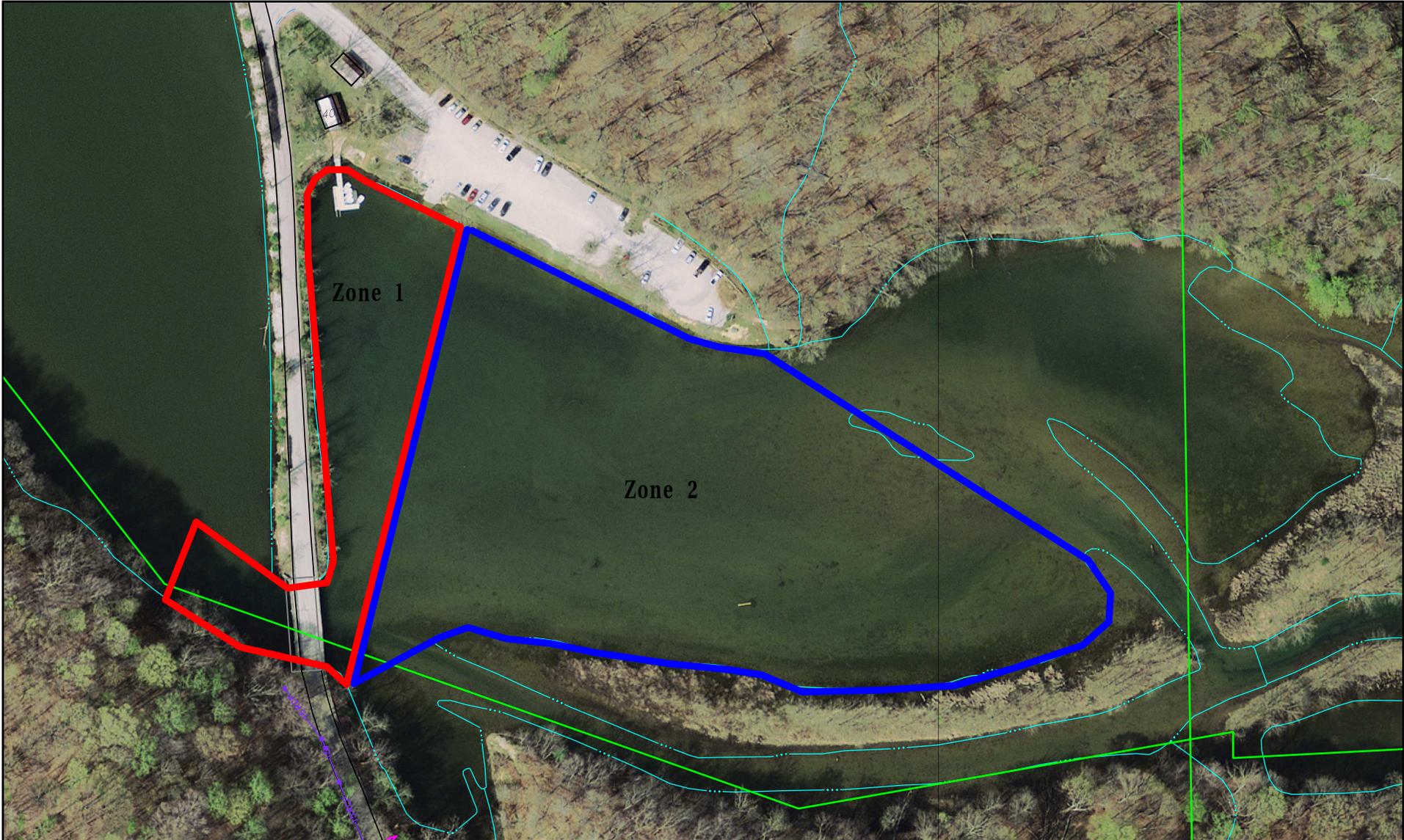
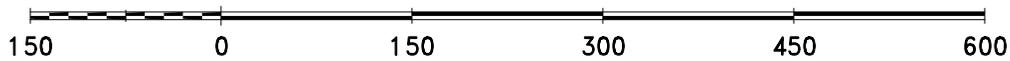


Exhibit A

By: wykoffj
8 Jul 13



For reference only; map information NOT warranted.



City of Bloomington
Engineering



Scale: 1" = 150'

July 1, 2013

EXHIBIT B

Requirements for delivery, storage, placement and grading of Griffy Lake sediments at the Winston Thomas Waste Treatment Plant, 300 W. Gordon Pike.

All project related vehicles shall enter and leave the Winston Thomas Treatment Plant (WT) site through the south entry gate off of W. Gordon Pike. Project related vehicular traffic shall not be allowed more than 50 feet north of the northern trickling filter curb, as shown on the attached site map.

The south gate of the dump site must be securely locked at the end of the hauling day. Parks staff will check the gate each evening to verify that it has been locked.

Compliance with all local and state erosion control rules and regulations shall be the responsibility of the contractor.

Only soils generated at the Lake Griffy sediment removal site (North Headley Road) may be transported to and dumped into the trickling filter structure at the WT Treatment Plant. No other soils from any other source or location may be deposited on the property.

Contractors must provide City of Bloomington Utilities (CBU) and the City of Bloomington Parks Department a written record detailing the quantity of soil delivered to the site and the date it is placed on the sites on a bi-weekly basis.

Scrub vegetation may be removed by the contractor to allow truck access to the filter structure. Disposal of all vegetation removed for the purpose of accessing the trickling filter structure shall be the responsibility of the contractor.

The contractor shall be responsible for repair or replacement of any trickling filter curbing that is damaged during the project. Repair plans shall be approved in advance by the CBU.

Soil placement into the filter structure shall commence on the north wall of the trickling filter basin and shall proceed generally to the south until the fill operation is complete. The purpose of this requirement is to channel storm drainage to the southwest corner of the filter structure in order to minimize mosquito harborage.

The contractor may pump collected rainwater to the ground surface adjacent to the filter structure after CBU approval of the "quality" of the discharge. Contractor shall use "dirt bag" mud/sediment devices or sediment bladders to maximize sediment collection prior to release of collected rainwater. Release of suspended solids to the adjacent creek is prohibited.

The contractor shall promptly remove any mud, gravel and other debris deposited by vehicles entering and leaving the WT site. This provision applies to the entrance road and to Gordon

Pike.

Layered placement of soil shall be limited to one 75'x75' area at a time. Layering shall be graded and shall be conducted to promote collection of storm water in the southwest corner of the trickling filter. The contractor may submit an alternative placement and grading protocol to CBU for approval.

Final grade of the soils placed in the trickling filter must not exceed a distance of three feet above the top of the concrete curbing of the filter structure.

The completed fill surface shall be graded to prevent collection of storm water inside of the filter structure.

The contractor will be required to comply with the City of Bloomington Noise Ordinance.

