

1.0 NOTICE TO BIDDERS

- 1.1 Competitive sealed proposals for a **Land Management Agreement**, for the Hildale/Colorado City Utility Board, Wastewater Department, hereinafter called "Board", in accordance with specification and contract documents prepared by the Board, will be received at Hildale City Office, 320 E Newel Avenue, Hildale, UT 84784 until 5:00 p.m. on **March 24, 2014**.
- 1.2 Any proposals received after closing time may be returned unopened.
- 1.3 The RFP Number for this project is **14-001**.
- 1.4 This number shall be placed on all correspondence including the sealed proposal.
- 1.5 The Bidder shall clearly identify his sealed proposal on the outside of the envelope by writing the words: **Land Management Agreement RFP No. 14-001 SEALED BID**.
- 1.6 Request for Proposal documents may be obtained at no cost from Hildale City, 320 E. Newel Avenue, Hildale, UT 84784.
- 1.7 The right is reserved, as the interest of the Board may require, to reject any and all proposals and to waive any informality in proposals received.
- 1.8 Board Overview and Project Description
 - 1.8.1 The Hildale Wastewater System serves a population of approximately 11,000 and serves the citizens of Hildale, Utah and Colorado City and Centennial Park, Arizona.
 - 1.8.2 The Wastewater System is management by the Utility Board. The Wastewater System is managed in compliance with requirements of Hildale City and the State of Utah.
 - 1.8.3 Hildale City is seeking proposals for land management of a portion of the Domestic Wastewater Treatment Plant.
- 1.9 This section (Section 1) will serve as the public notice of Request for Proposals.

2.0 INFORMATION FOR BIDDERS

2.1 Purpose and Requirements of Bidders

- 2.1.1 Hildale City has a parcel of land used for disposal of wastewater from a Domestic Wastewater Treatment Facility.
- 2.1.2 This water and its use are regulated by the Utah Department of Environmental Quality, Division of Water Quality (DWQ).
- 2.1.3 No part of this agreement releases the city from complying with DWQ requirements.
- 2.1.4 This agreement may be terminated at any time if the Board determines that the management is not meeting the requirements of DWQ.
- 2.1.5 The city is interested in contracting with an interested party to manage the disposal of the treated wastewater.
- 2.1.6 The following conditions apply:
 - 2.1.6.1 The successful bidder must hold the city harmless. The city will not be responsible for any sickness, injury or death resulting from successful bidder's use of the land, water or any claim whatsoever.
 - 2.1.6.2 The land must be used for an agricultural purpose.
 - 2.1.6.3 The city does not guarantee the viability of any venture or crop. Past experience with this land and water has resulted in failed crops.
 - 2.1.6.4 The wastewater provided for land usage is treated domestic wastewater. Water may have chemical contaminants. The water does have a high salt content.
 - 2.1.6.5 The wastewater must be used on this land. At no time may the wastewater be diverted, reused, reclaimed, or in any way removed from the property.

- 2.1.6.6 The primary purpose of this land management agreement is to utilize wastewater. The land must be able to take the wastewater when needed. In addition, when water levels are low, no wastewater will be available.
- 2.1.6.7 The successful bidder must recognize that wastewater availability is at the sole discretion of the city.
- 2.1.6.8 The city will work with the successful bidder to coordinate water usage depending upon treatment plant needs.
- 2.1.6.9 Any crops raised on domestic wastewater may not be used for human consumption or fed to lactating animals.
- 2.1.6.10 The land must be maintained in a secure, safe, and sanitary condition.
- 2.1.6.11 Access to the land will be through already designated gates. No additional access points to the property will be allowed without express consent of the city.
- 2.1.6.12 At no time will any portion of the land be open to the public. Access will be provided, however, the city reserves the right to control successful bidder and successful bidder's personnel's access to the property.
- 2.1.6.13 The Board operates a goat herd for weed abatement within the Wastewater Treatment Plant. Bidders that allow for winter grazing of the goat herd or provided winter feed for the goats may be given a greater consideration.

2.2 Requests for Information Or Clarification

- 2.2.1 Bidders that wish to obtain additional information concerning the technical specifications or scope of services may contact Warren Barlow at 435-874-1160 or at e-mail address warrenb@hildalecity.com. Such contact shall be for clarification purposes only. Material changes, if any, to the scope of services or proposal procedures will be transmitted only by written addendum.

- 2.2.2 It is preferred that all questions be submitted in writing by letter or e-mail. Questions of a material nature must be received no later than seven (7) days prior to the RFP due date.

2.3 Exceptions to the Specification

- 2.3.1 The Board will be the sole judge in determining if the services proposed qualifies as meeting the specifications. The Board reserves the right to award to the Bidder that will best serve the interest of the Board as determined by the Board. The Board further reserves the right to waive minor variations to specifications and in the proposal process.

3.0 INFORMATION REQUIRED TO BE SUBMITTED WITH PROPOSAL

3.1 Scope

- 3.1.1 Each Bidder must submit the following information at a minimum in order for the Board to consider its proposal.

3.2 Company Capabilities

- 3.2.1 A company profile that includes a company history from inception and its qualifications and capabilities to provide the required services.
- 3.2.2 A business plan must be presented including intended use, expected gain and management strategy.
- 3.2.3 Proof of liability insurance with limits of liability.
- 3.2.4 Statement of ability to list Hildale City as an additional insured.
- 3.2.5 Proof of Worker's Compensation Insurance

3.3 Bidder's Terms

- 3.3.1 Describe what requirements the bidder may feel the Board would need to meet to have a successful plan.

- 3.3.2 Describe what gain the Board would receive by granting this contract to this bidder.
- 3.3.3 Describe what the bidder can do to help the Board meet the needs of the goat herd as described above.