

DRAFT

No. PW081203-11

REQUEST FOR PROPOSALS
FOR
PROFESSIONAL SERVICES
RAPID CITY LANDFILL
DRILLING, INSTALLATION, ANALYSIS, AND REPORT
SAMPLING AND LABORATORY ANALYSIS
OF
LANDFILL GAS
RFPgasmonitoring2003landfill.doc

FOR Solid Waste Division
Department of Public Works
City of Rapid City
300 6th Street
Rapid City, South Dakota 57701

Request for proposals will be received by the City of Rapid City, South Dakota until _____, at the Rapid City Finance Office, 300 6th Street, Rapid City, South Dakota 57701.

GENERAL DESCRIPTION OF WORK TO BE PERFORMED:

The City of Rapid City is seeking proposals from qualified organizations to provide all labor, equipment, supplies, laboratory work, supplies, insurance, and other necessary work components to perform the following tasks for Rapid City's Solid Operations Waste Division:

Alternate A – Install 47 permanent gas monitoring probes using conventional hollow stem auger drilling methods; or

Alternate B – Obtain 47 landfill gas samples using an in-situ soil vapor geoprobe: and

Alternate C – Complete sampling and analysis for methane, NMOC's, nitrogen, and oxygen at 50 monitoring locations to include collection from existing probes, geoprobes and/or permanent monitoring probes.

Alternate D – Provide proposal to determine extent of methane around landfill property, to include all wells, mapping, analysis, and recommendations for managing landfill generated gases in compliance with current regulations.

All work to be completed by December 31, 2003.

The City will receive proposals for all four Alternates. All work must be completed in accordance with 40 CFR Part 60.754, "Test Methods and Procedures," and 40 CFR Part 60, Subpart WWW, Appendix A, Method 25C, and all other appropriate state and federal regulations.

METHOD OF SELECTION

For all proposals received and reviewed, interviews will be scheduled with those applicants under consideration. The City reserves the right to accept the proposal(s) that it deems to be to the advantage of and in the best interest of the City of Rapid City. The City reserves the right to reject any or all proposals.

The City will develop the evaluation criteria, criteria rating, evaluate all proposals, interview top candidates, and then report a recommendation to the City Council. The recommendation to the City Council will be based on the evaluation criteria that may include, but is not limited to: price,

DRAFT

work schedule, experience, work plan, and time of completion. The Rapid City Common Council will have final approval of the organization(s) selected to perform the work as described above.

Page 2 of ____

SELECTION AND CONTRACT ACCEPTANCE TIME FRAME:

Selection of the organization, approval of the contract and Notice to Proceed are to be finalized by _____, 2003.

ORGANIZATIONAL HISTORY AND ABILITY TO COMPLETE WORK

An organization submitting a proposal shall include, in a professional format, their work experience, work history, existing personnel, procedures, and equipment that would make the organization the best choice for the project. This information will be evaluated in the selection process.

TOUR OF PROJECT AREA

Any organization desiring a tour of the project area shall contact Jerry Wright, Superintendent, Solid Waste Operations, City of Rapid City at 605-355-3496.

CITY RESPONSIBILITY

The City will approve all subcontractors, limit all subcontract work to 50% of work performed.

The will allow access to the landfill for surveying, drilling, sampling, and related field work, Monday through Saturday, 7:00am to 4:45pm, weather permitting.

RESPONSIBILITY OF SUCCESSFUL ORGANIZATION AND ANTICIPATED WORK ITEMS:

Alternate A and Alternate B

All survey and control related items.

Preparation of timeline for work completion.

Completing well logs for and specific to each probe installation.

Probes must penetrate a minimum of two(2) feet into the garbage after piercing landfill cap.

All probe construction and completion must comply with 40 CFR Part 60.754, "Test Methods and Procedures," and 40 CFR Part 60, subpart WWW, Appendix A, Method 25C(3/12/96).

Furnish a full description of and supplier information on selected geoprobe.

Training of all personnel assigned to the project, including specific knowledge of Method 25C.

Compliance with all local, state, and federal laws and regulations.

Other terms and conditions that the contracting organization and City agree upon by contract.

Alternate C

Preparation of a timeline for work completion.

Training of all personnel assigned to this project including specific knowledge of Method 25C.

Capabilities of laboratory including an explanation of any work performed by an outside laboratory.

Documentation of EPA certification for all involved labs, covering all necessary methods for analysis.

Compositing four to five gas samples equally in one SUMMA canister.

Completion of all sampling and analysis in compliance with 40 CFR Part 60-754, Test Methods and Procedures," and 40 CFR Part 60, Subpart WWW, Appendix A, Method 25C(3/12/98) or is it 3/12/96??

Maximum of one month turn around on any samples sent to outside labs.

DRAFT 08203-11

Compliance with all local, state, and federal laws.

Other terms and conditions that the contracting organization and City agree upon by contract.

Submit a formal report, 6 copies, on the analysis of findings in accordance with the Federal requirements on the NMOC estimates.

Submit a formal report on the findings of any methane or other landfill gases on the landfill property, and recommended courses of action, to include budgetary cost estimates.

Submit a velum map of all gas well locations conducted in this project and GIS location.

DRAFT