



ADDENDUM #6 – Questions and Responses Specific to RFP

REQUEST FOR QUALIFICATIONS AND PROPOSALS

Water & Wastewater Operations Services

City of Garden City, Georgia
100 Central Avenue
Garden City, Georgia 31405

Proposals Due October 21, 2021, 10:00 am

Questions and Responses

Q: Who is responsible for the ground's maintenance at all facilities? If it is the contractor does the City supply equipment (lawn mower, trimmers, etc.)?

R: The Service Provider is responsible. The City has provided a lawn mower and weed trimmer for use. All maintenance and repairs are the responsibility of the Service Provider.

Q: Who is responsible to supply tools for the preventative and corrective maintenance?

R: The Service Provider is responsible.

Q: Does the City supply any vehicles for the project or is this the contractor's responsibility?

R: There is a 2007 Ford F-150 and a 2009 Ford F-150 currently for use. All maintenance and fuel are the responsibility of the Service Provider.

Q: What are the average daily flows for the water wells and sewer plant?

R: For 2020, Water was 0.992 MGD and Sewer was 1.064 MGD.

Q: What chemicals are currently being used to treat the water wells?

R: Chlorine and Fluoride

Q: How many tons per year of sludge are being disposed of?

R: For 2020, the City disposed of 422.14 wet tons as per our Discharge Monitoring Report.

Q: Who is responsible for water leak repairs and sewer main back-ups?

R: The Public Works Department is responsible for these as they pertain to mains and laterals. Issues at wells, lift stations, the wastewater plant, or water towers are the responsibility of the Service Provider.

Q: There was a by-pass pump set up at the effluent station of the wastewater plant. Is that owned by the City or supplied by the contractor?

R: The by-pass pump is owned by the City.

Q: In the current contract, who is responsible to pay for utilities, chemicals, and sludge disposal?

R: Utilities and sludge disposal are the responsibility of the City. The Service Provider pays for chemicals.

Q: Who will be responsible to pay for utilities, chemicals, and sludge disposal in the new contract?

R: The same as stated in question 9.

Q: Does the current contract include the \$120,000.00 for Maintenance and Repairs or is there a different amount?

R: Yes, the current contract includes \$120,000 for Maintenance and Repairs.

Q: Who will be on the bid review panel? Name and role of responsibility to Garden City.

R: The following City staff members are currently being considered:

Jon Bayer – Public Works Director

Marth Vallada – Water/Sewer Supervisor

Cliff Davis – Public Works Supervisor

Jody Jones – Executive Assistant

Q: Will the number of points in criteria 4 be scored be based on how close the physical company office location is to Garden City? Or is this based on satellite offices or the service providers staff residence location?

R: This is based on satellite offices within EPA Region 4 area.

Q: Please clarify what criteria is being based on the scoring of criteria 5 “knowledge of the City’s water and sewer system”? Is it component/ process specific and generally speaking to systems similar to Garden City’s? Or is it more city specific criteria such as detailed knowledge of the systems and operational processes in respect to valve location, flow schematics, system configuration, etc.? If it is system specific, could they provide us GIS materials and other resources that would convey this information?

R: It is component/process specific and generally speaking to systems similar to Garden City’s.

Additional merit shall be considered for the employment of former WPCP employees or engineering/consulting firms with direct knowledge of the Garden City WPCP and its daily operations.

Q: Please clarify if the scope of services includes full operations and maintenance of the collections and distribution systems in entirety to include water meters, lines, line repairs, hydrants, valves, grinder pumps, and manholes.

R: The Service Provider is responsible for everything within the physical fence line of the treatment plant, wells, lift stations, and water towers.

Q: Does the City have an expected set percentage of self-performance of the work under this contract?

R: No. The Service Provider is responsible for the management, operations, and maintenance of the City's Wastewater Treatment Facility, Wells, Water Tanks, and Lift Stations.

Q: How many people are solely dedicated to operating the systems for Garden City today (from management to field personnel)?

R: The current contract does not require "solely dedicated" personnel; therefore, the City cannot provide this information. The City employed five people dedicated to the System during the last three years it operated the System.

Q: Can the City provide any historical information on previous chemical cost?

R: The following totals reflect all testing materials, chemical cost, and office supplies required for operation during the last three years the City operated the System.

Year End Supply & Material Expenses			
	2015	2016	2017
Wastewater Treatment	11,514	16,980	17,790
Water Treatment	16,219	13,994	9,266
	27,733	30,974	27,056

Q: Clarify if the electricity and disposal costs are an expenditure of the City or should it be considered under this contract? If under the contract, please provide previous years data on these expenses.

R: Electricity and sludge disposal are the City's responsibility.

Q: Is there a list of materials and supplies that have been used to run these systems in previous years?

R: This is a generic list utilized during the City's operation in 2016.

150lb Chlorine Tank
20gal Fluoride Tank
DPD Tablets
Fluoride Ampules
MFS Membrane Filters
Petri Dishes
m-FC Broth
Fecal Rinse
Ammonia
Phosphorus
Glass Fiber Filters
DPD Total chlorine Reagents
Hydrolic Acid
Shur-Wipes
1 ton Chlorine Cylinder
Sodiumhypochloride
Chlorine Granules

Q: Provide clarification on what qualifies under an "Expenditure". What will be covered under this contract and what will be covered under the City's regular expenditure and/or CIP project?

R: The City's capital asset threshold is \$5,000; all other items would be considered expenditures.

Q: Will the City provide network communications for the City facilities or will the Service Provider be responsible for securing these services?

R: Internet and landline telephone service are provided by the City.

Q: Can the City provide a list of any equipment that would be removed from the facility upon contract execution (lab equipment, computers, IT equipment, SCADA monitoring equipment, etc.)

R: All items listed are property of the City and will be available upon contract execution.

Q: How and in what form are the current maintenance records being kept? Are the records contractor owned or City owned? And would the new contractor have access to the previous year's records of maintenance?

R: Maintenance records are filed in the office on the second floor of the Public Works building. They are City owned and will be available to the new contractor.

Q: Based on the site visit the WPCP facility appears to be shared with other departments. Can you identify which areas are exclusively dedicated for services performed under this contract and those that will continue to be shared with other departments?

R: The second floor of the Public Works building (where the lab facility is located) is exclusively available to the Service Provider, as are the buildings and covered areas at the Wastewater Treatment Plant.