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TOWN CLERK BOURNE

INVITATION TO BID
TOWN OF BOURNE, MASSACHUSETTS
24 PERRY AVENUE – ROOM 101
BUZZARDS BAY, MA 02532-3441

REQUESTS PROPOSALS FOR:

A QUALIFIED FIRM FOR OPERATION AND MAINTENANCE SERVICES FOR THE BUZZARDS BAY WASTEWATER TREATMENT FACILITY AND ASSOCIATED FACILITIES IN BOURNE, MASSACHUSETTS

THE WORK CONSISTS OF:

Sealed proposals will be received at the Town Administrator's Office via the Official Drop Box in the rear of the Bourne Town Hall, 24 Perry Ave, Bourne, MA 02532 **until 2:00pm, on Tuesday January 26, 2021** for furnishing the following to the Town of Bourne:

In accordance with Groundwater Discharge Permit No. 974-0 issued to the Town of Bourne and 314 Code of Massachusetts Regulations (CMR) 20.00; 314 CMR 12.00, 257

CMR 2.00, the Town is soliciting the services for the operation and maintenance of a Membrane Bioreactor (MBR) Wastewater Treatment Facility in the Town of Bourne by a Chief Certified Grade 4 Operator and Backup Certified Grade 3 Operator, capable of operating the installed system in a manner that ensures proper operation. The facility is designed for a maximum flow of 100,000 gpd and will be on line starting March 15 to observe start up and start up plan. The facility includes biological treatment using dual trash traps, flow equalization, mechanical bar screen, pre-anoxic stage, aeration stage, post tertiary anoxic reactor, membrane stage, permeate tank, turbidity monitoring, UV disinfection, final effluent dosing to leaching field, monitoring wells and standby generator. Services will include, but not being limited to, normal operation and preventative maintenance, emergency operation and response program, daily inspections of all equipment, and maintaining daily logs of activities.

Copies of the Request for Proposal (RFP) may be obtained **Wednesday January 6, 2021** from 8:30am to 4:30pm Monday through Friday, via e-mail to Timothy Lydon of the Engineering Department, tlydon@townofbourne.com to receive the RFP. An optional pre-proposal conference will be held on **January 15th, 2021 at 10:00AM** the new Wastewater Treatment Facility under construction at 33 Armory Rd, Bourne, MA (access off of Cranberry Rd is currently used for construction and parking will be available through that entrance.) Firms are strongly encouraged to attend.

Questions concerning the RFP must be submitted in writing by **Wednesday January 20, 2021 at 4:00pm** to Timothy Lydon via e-mail to tlydon@townofbourne.com. Answers will be sent, via addendum, to all firms who received this RFP by **Friday January 22, 2021 at 4:00pm**. Every interpretation made to a proposer will be in the form of an addendum, which if issued, will be sent as promptly as is practicable to all persons to whom the RFP has been issued by the Town. All such addenda will become part of the RFP documents. Failure to send, or of any proposer to receive, any such interpretation will not relieve any proposer from any obligation under the proposal as submitted.

Firms must be an Equal Opportunity Employer.

The Town of Bourne reserves the right to reject any or all proposals, waive minor informality in the proposal process, and accept the proposal deemed in the best interest of the Town.

Firms must bear all costs associated with their submittals including preparation, copying, postage, and delivery costs. The Town will not be responsible for any costs or expenses incurred by Firms responding to this RFP.

In One Sealed Envelope: Include one original and four (4) copies of the technical proposal marked **“Technical Proposal 2021-WW-2 Contract Operation and Maintenance Services – WWTF”** and **One Sealed Envelope:** include one (1) original price proposals marked **“Price Proposal 2021-WW-2 Contract Operation and Maintenance Services – WWTF”** must be received by the Town Administrator’s Office, Bourne Town Hall, 24 Perry Ave, Buzzards Bay, MA 02532 at the designated Official Drop Box location in the rear of the building prior to the submission deadline. Any proposals received after such time will not be accepted, unless the date and time has been changed by addendum. Delivery to any other department or office does not constitute compliance with this requirement. No proposal received after the time established for the receipt of proposals will be considered, regardless of the cause of delay in the receipt of any such proposal. Firms are cautioned to allow ample time for transmittal of proposals by mail or otherwise.

Modification of a proposal already submitted must be made in the manner and within the same period as limited in the original timeframes. Any proposal may be withdrawn prior to the hour fixed for the receipt of proposals.

No proposal may be withdrawn for a period of sixty (60) days following the date set for the receipt of proposals.

This work is being solicited under Chapter 30B of Massachusetts General Laws.

Mr. Anthony E. Schiavi
Town Administrator
Town of Bourne