



The City of Antigo (hereafter referred to as The City), a governmental entity, is requesting bids for the land application of biosolids (here after as sludge) from their wastewater treatment plant (WWTP) and lime slurry from their water treatment plant (WTP) for the 2021 season.

Notwithstanding any provisions of the Request for Bids (RFB), The City reserves the right to reject any or all bids, to waive any irregularity or informality in the bid, and to accept or reject any items or combination of items, when to do so would be the advantage of The City and its taxpayers. It is further withing the right of The City to reject bids that do not contain all elements and information requested in this document.

The City shall not be liable for any losses incurred by the proposer throughout this process. The cost of preparing a response to this RFB is not reimbursable in part or in whole to the proposer. Any bid received will become the property of The City and become a matter of public record so any proprietary material or information should be marked as such and submitted as a supplement to the bid allowing The City to protect such information as warranted.

1. **Objective:** The City intends to contract out its class B biosolids (sludge) land application, whereas the sludge shall be applied to WDNR approved farm fields (livestock crop only) in accordance with WI Code NR204. Including in this contract will be the application of a lime slurry (from the WTP) to any fields requested by the farmers. It is the intention of The City to allow the contract hauler to create any profit from the remaining lime once the farmers have been satisfied.
2. **Scope:** The hauler shall provide a bid that includes the cost of hauling sludge and lime per gallon. The price of sludge/lime hauling should include all costs, including fuel, labor, etc. The contractor should expect to haul over 1 million gallons of sludge during the season.
3. **Project Specifications:**
  - A. The hauler will spread sludge on approved fields, using their own tankers, for The City's WWTP, while coordinating with WWTP staff and farmers. Haulers will spread in accordance with NR204. WWTP staff will remain responsible for updating soil analysis records and obtaining future sites.
  - B. The main objective for land application is to empty the winter storage tank. This is the focus once planting season has started and winter road restrictions are lifted. The City expects, weather pending, that land application should begin withing 48 hours of the lifting road restrictions. It is also expected, weather pending, that the storage tank will be emptied within 30 calendar days. Once the storage tank has



been emptied, the hauler will spread sludge from the four digester tanks. This will continue throughout the growing season as fields become available.

- C. It is the City's expectation to spread sludge on as many fields simultaneously to remove stored sludge and for the satisfaction of the farmers. Hauling is expected Monday-Friday during normal business hours unless arranged with staff and hauler.
- D. Lime slurry can be applied at the same time as sludge or at the discretion of the farmer. The lime is located in a settling pond adjacent to the WTP. It is settled out and will need to be agitated to form a slurry and pumped into tanker trucks for hauling. It will be the responsibility of the hauler to agitate and pump the slurry from the settling pond. Once all fields have been spread, the hauler may use the remaining slurry to make any profit for use on other farms.
- E. Maps of approved fields will be provided to the hauler. It will be the responsibility of the hauler to follow and respect any setbacks required by WDNR codes. The amount of sludge being applied to each field will vary, depending on the approved acreage and crop. WWTP staff and the hauler should communicate to prevent overspreading.

Along with signing a contract with The City, the following are required for insurance:

1. Worker's Comp
2. Liability
3. Auto
4. Contingent liability would be required if any work is subcontracted.
5. The City of Antigo must be listed as additionally insured (General and Auto)
6. A hold harmless agreement signed in case of bodily injury or death.
7. Pollution Liability

The hauling contractor is responsible for the preparation and submittal of the bid documents with final review/recommendation of the results to the Public Works Committee by appropriate staff. Bids shall be prepared simply, avoiding the use of elaborate promotional materials beyond those sufficient to complete the submittal. Bid information and vendor registration will be available on the city website at the following address: <https://www.antigo-city.org/antigo-city-bids-quotes-rfps> No paper, faxed, or hand delivered bids will be accepted. Bids will be accepted until Monday December 7<sup>th</sup>, 2020 at 1:00 PM. Bids will be read at this time in the Public Works office at City Hall, 700 Edison St Antigo, WI 54409. Haulers submitting bids are welcome to attend the bid opening.



*We have read the City's Request for Bids (RFB) to provide Biosolids (sludge) hauling services and we certify that we have adequate facilities to provide such services. We understand that our ability to meet criteria and provide required materials shall be judged by the city.*

*In addition, we certify that:*

- Our bid is not made in the interest or on behalf of any person not named therein;*
- We have not directly or indirectly induced or solicited any person to submit a false or misleading bid or to refrain from proposing;*
- We have not in any manner sought by collusion to secure advantage over any other contractor*
- We have thoroughly examined the bid requirements, and our proposed prices cover all the materials (F.O.B. Waste Water Plant) that we have indicated we can provide; and*
- We acknowledge and accept all the terms and conditions included in the RFB.*

**A. Evaluation of Criteria**

We acknowledge that the factors used by the City in evaluating the bids will include, but are not limited to, the following listed, in no particular order:

- Knowledge of municipal sludge spreading rules per WI code NR204
- References and any experience the City may have with the contractor
- City's knowledge about past projects supplied by the contractor
- Proposed cost of sludge hauling per gallon

**B. Contractor Certification**

The successful contractor will be required to submit to the City a federal W-9 form (request for taxpayer information). Firms already established with the City as a contractor may have this requirement waived.

Business Name \_\_\_\_\_

Address \_\_\_\_\_

Contact Name \_\_\_\_\_

Telephone # \_\_\_\_\_ Mobile # \_\_\_\_\_

E-mail address \_\_\_\_\_

**Cost per gallon for sludge/lime hauling, including all costs involved: \_\_\_\_\_**

The contact name must be the person/persons authorized to represent the contractor regarding all matters related to the proposal. The letter must be signed by the individual authorized to represent the contractor.

\_\_\_\_\_  
Bidder's Signature