

## **PUBLIC NOTICE REQUEST FOR PROPOSALS**

The Franklin County Fiscal Court (hereinafter “County”) is now accepting proposals from qualified and licensed laboratories for conducting wastewater sample analyses and other related work for the Lakeview Park Splash Pad.

### Statement of Need/Scope of Work:

The County is installing a waste water treatment system for the existing splash pad at Lakeview Park in Franklin County, Kentucky. A KPDES discharge permit has been applied for and is out for public comment until April 21, 2019. The testing laboratory must conduct the tests timely and accurately so the County shall know quickly the results for comparison with established permit limits. An electronic copy of the results shall be provided by the laboratory to the County immediately upon completion of data confirmation and hard copies of signed reports shall be provided prior to the submittal date of the monthly Discharge Monitoring Report. Services shall include but are not limited to the following:

### Scope of Work

1. The laboratory shall provide all pre-cleaned sample containers complete with preservatives, ice, chain of custody forms and coolers for pick up. A sufficient number of sample containers shall be delivered by the laboratory to the County as requested.
2. The laboratory is required to provide copies of all lab tests in electronic format and printed formats to designated County staff. The lab must certify that the tests were performed in conformance with testing protocols, methods and other technical standards for wastewater testing in the Commonwealth of Kentucky.
3. The laboratory, including any subcontractor labs, must participate in the Kentucky Wastewater Laboratory Certification Program.
4. The laboratory must have designated personnel assigned to the County staff during the term of the contract. The laboratory personnel must be available for consultation on an as-needed basis between 8:00 AM and 5:00 PM, Monday thru Friday to discuss sampling events, holiday schedules, sample results and sampling related rules and regulations. The laboratory staff must be qualified and knowledgeable about the Kentucky Pollutant Discharge Elimination System (KPDES) permit and all other regulatory testing standards relating to wastewater systems in Kentucky.
5. All problems which may arise during sample analysis must be reported immediately to the County. Follow-up documentation explaining the situation and action taken to correct the problem should be included with the data deliverable.
6. The laboratory shall be responsible for all lost samples. The laboratory’s responsibility begins when the County relinquishes samples to the laboratory at the time of pick up.

Five bound copies of the Proposal, not to exceed 30 pages, must be submitted to the Franklin County Fiscal Court, 321 West Main Street, Frankfort, KY 40601, Attention: Huston Wells, Judge Executive, no later than 4:00 p.m. local time, on **May 2, 2019**. All submittals shall be clearly marked "Franklin County Splash Pad Laboratory Services". Submittal of proposals after the specified date will be rejected as not conforming to the advertisement request. Questions regarding this Request for Proposals should be directed to Robert Hewitt, Planning & Building Codes Department Director, by telephone at 502-875-8701 or via email at [rhewitt@franklincountyky.com](mailto:rhewitt@franklincountyky.com)

The facility to be serviced under this Request for Proposals is as follows:

- Lakeview Park Splash Pad DOW Draft Permit ID-KY0112739

Information about the KPDES permit, including fact sheet and permit, can be found at <https://eec.ky.gov>

## **EVALUATION CRITERIA**

Statements should include a description of the firm's capabilities and experience in the field of laboratory testing and reporting of wastewater treatment facilities (20 pts.), the firm's location (20 pts.), ability to provide responsive service to Franklin County (20 pts.), Past record of performance and experience with respect to cost control, work quality and ability to meet schedules (20 pts.) and Monthly fee (20 pts.). Respondents to the request will be ranked according to the written information submitted. Franklin County will enter into negotiations with the highest ranked firm to execute a contract agreement. If the parties are unable to negotiate a satisfactory agreement, the second ranked firm will be promptly notified.

All interested parties shall be aware that the Franklin County is an Equal Opportunity Employer. No person, firm, or corporation shall be excluded from participation in or subject to discrimination in providing the indicated services on the basis of race, color, sex, national origin, disability, or sexual orientation.

Franklin County reserves the right to reject any or all proposals that may result from this advertisement.