



Request for Qualifications

for

Septage Pumping and Disposal

09/17/2024

Request for Qualifications

1. Introduction

Newberry County Water & Sewer Authority (NCWSA) is hereby requesting qualifications for contractors able to clean-out and dispose of septage from tanks located at individual residences in Newberry County.

Qualified contractors will be approved for five years of on-call service. Approval for on-call service does not guarantee assignment of work.

2. Scope of Work

Work requires complete clean-out and disposal of septage from buried solids tanks and, if present, pump chambers located at homes in Newberry County. NCWSA will assign work as needed, including but not limited, to the areas listed below. Pricing will be negotiated at the time work is assigned. There is no guarantee work will be assigned.

Service Areas (approximate number of houses):

1. The Pointes at Plantation Pointe – solids tank & pump chamber (130)
2. Edgewater Shores – solids tank only (60)
3. Newberry Shores – solids tank only (165)
4. Autumns Cay/Sweetwater – solids tank & pump chamber (50)
5. Bedford Way – solids tank only (50)
6. Residences outside subdivisions – solids tank & pump chamber (160)

The disposal site will be an approved wastewater treatment facility of the contractor's choosing.

3. Contractor Qualifications

To be considered, the contractor must provide:

1. Valid South Carolina License to Construct or Clean Onsite Sewage Treatment and Disposal Systems
2. Approval of designated wastewater facilities for disposal
3. Proof of liability insurance
4. Minimum of three professional references

4. Proposal Scoring

Contractors will be scored based on the following:

1. Contractor's number of years in business
2. Key staff and years of experience
3. Number of pumping trucks currently available
4. Availability in excess of current workload (pump-outs per year)

5. Schedule of Events

Deadline for RFQ Submission

10/15/2024 @ 2:00 PM

6. Qualification Delivery

To be considered, the contractor must provide one (1) copy of the required documents. Qualifications should be hand delivered. NCWSA assumes no liability for mailed documents failing to arrive prior to the submission deadline. Qualifications shall be addressed and delivered as follows:

Newberry County Water & Sewer Authority
Septage Pumping and Disposal
13903 CR Koon Highway
Newberry, SC 29108

7. Format

1. Cover Letter – signed by owner or authorized agent (1 Page)
Include, at a minimum, legal company name, ownership, physical address, and years in business.
2. Contractor Qualifications (5 Pages)
License, disposal site approval, proof of required insurance, completed IRS form W9, and response to the five proposal scoring questions found in Section 4 of this document.
3. Professional References (1 Page)
List contact name, title, agency, phone number, e-mail address, and mailing address (3 references required).

RFQ submissions will become public information in accordance with NCWSA's procurement policy.

8. Payment for Work Completed

The contractor will be paid directly by NCWSA. The contractor should bill NCWSA monthly for work completed. Each billing must include a completed work order with a copy of the corresponding dump ticket.

Thank you in advance for taking the time to submit your qualifications.
If you have any questions, please email
Daniel Quattlebaum at danielq@newberrycountywsa.com.