

CITY OF TALLADEGA, ALABAMA

REQUEST FOR PROPOSAL FOR WATER & SEWER SYSTEM ANALYSIS

The City of Talladega, Alabama is accepting proposals from consulting firms interested in providing a system analysis of the Water/Sewer Department to detail the current conditions of the utility and to provide overall guidance on future direction for the utility.

Scope of Services

The Scope of Services to be provided may include, but not be limited to, the following items of work:

1. Conduct an overall system analysis of the Water and Sewer Department regarding the following items:
 - A. Overall financial condition of the system.
 - B. Rate analysis current/recommended.
 - C. Capital Needs Analysis with estimated cost and financial implications/recommendations.
 - D. Comprehensive Operation Policy Review and recommendations for necessary operational policies.
 - E. Comprehensive Procedures Policy review and recommendations for necessary procedures.
2. All work is to be completed within sixty (60) days of contract award.

Requirements

Proposals shall include the following information:

1. Name, address, and brief description of the firm.
2. Resumes of key personnel.
3. Statement regarding firm's particular related abilities and qualifications.
4. Description of other locations where the firm provides similar services. Include reference contact information.
5. You may include one (1) page of additional information which you feel may be useful and applicable for consideration.

There are materials available to familiarize with the City Utility System at www.talladega.com.

Proposals shall be forwarded to the following address no later than 2:00 p.m. local time Thursday, February 18, 2010. Proposals shall be mailed or hand delivered. Emails or facsimiles will not be accepted.

Consultants should submit at least three (3) copies of proposals with qualifications to include cost for this service.

Statement to:

Terry Hanner, Purchasing Director
City of Talladega, Alabama
100 Court Street North
Talladega, Alabama 35160

Selection Process

The City will review all proposals submitted and select the firm which the City believes to be in its best interest. The selection process may or may not include interviews with selected firms. Following selection of the firm, the City will negotiate terms for a contract for the anticipated scope of work. If a contract cannot be negotiated successfully, the City will suspend negotiations with the selected firm and begin negotiations with the next firm.

The City of Talladega reserves the right to reject any and all proposals and reserves the right to select the firm that the City believes to be in its best interest.