

**TOWN OF WAREHAM · MASSACHUSETTS**



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**Water Pollution Control Facility  
BROWN GREASE SEPARATOR**

**REQUEST FOR PROPOSALS**

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**SEPTEMBER 2014**

**TOWN OF WAREHAM, MASSACHUSETTS  
WATER POLLUTION CONTROL DEPARTMENT  
REQUEST FOR PROPOSALS**

**SUMMARY**

*Scope*

The Water Pollution Control Department of Wareham seeks proposals, pursuant to M.G.L., c. 30B, from qualified and experienced vendors (Respondents), with one ultimately selected to provide a Brown Grease Separator (BGS) for the Water Pollution Control Facility. The equipment shall be "GREASEZILLA" type process or equivalent. The facility is a municipal wastewater treatment facility and includes a collection system.

The facility address is 6 Tony's Lane Wareham, MA 02571

Respondents are responsible for reviewing all necessary documents at the Wareham Water Pollution Control Facility at 6 Tony's Lane as well as those provided as attachments to this RFP. Respondents are requested to e-mail the Water Pollution Control Facility ([gcampinha@wareham.ma.us](mailto:gcampinha@wareham.ma.us)) their Company Name, Address, E-mail Address, Phone and Fax number and specify BGS to access these documents.

In addition to identifying, assessing, planning, designing, deliver, setup and testing the proposed BGS, the Respondent must furnish a Performance and Payment Bond in the amount of 100% of the contract total for the duration of the contract period.

*Questions*

Any respondent taking exception to or questioning any of the provisions, procedures, conditions, or specifications herein stated should make such exceptions known to the Water Pollution Control Facility. Any questions regarding the requirements of this RFP should be submitted in writing or e-mailed to the Director of Water Pollution Control ([gcampinha@wareham.ma.us](mailto:gcampinha@wareham.ma.us)) no later than **4:00 PM on September 26, 2014.**

*Responses*

It is the sole responsibility of the Respondent to ensure they have received any and all addenda prior to proposal submission.

Respondents shall provide three (3) hard copies of their proposal and one single-file electronic version (in Adobe Acrobat PDF format) on a USB-Flash Drive. Respondents shall include:

- Complete responses to the requirements in 8.0 Statement of Qualifications
- Executed copies of Appendices A-F.

The sealed envelope containing the proposal and required appendices responses shall be marked with the Respondents company name, and plainly marked in the lower left hand corner:  
**"BROWN GREASE SEPARATOR for WATER POLLUTION CONTROL FACILITY"**

*Timeline*

Proposals will be received until **4:00 P.M. on October 3, 2014** at Water Pollution Control Facility, 6 Tony's Lane, Wareham, MA 02571. Town reserves the right to cancel the RFP or to reject in whole or in part any and all RFP if the Town determines that cancellation or rejection serves its best interest.

Town of Wareham  
Guy Campinha, Director of Water Pollution Control  
6 Tony's Lane  
Wareham, MA 02571  
508-295-6144  
[gcampinha@wareham.ma.us](mailto:gcampinha@wareham.ma.us)

**Town of Wareham**  
**REQUEST FOR PROPOSAL (RFP)**  
**For**  
**Brown Grease Separator (“GREASEZILLA”) type process or equivalent**

**TABLE OF CONTENTS**

	Page Number
General	5
Role of the Town	5
Pre-Submission Conference	6
Projected Selection Timeline	6
Submission of Proposals	6
General Terms and Conditions	7
Contractual Matters	8
Proposal	8
Evaluation and Ranking of Qualifications	10

**Response Forms / Templates:**

Appendix A - Respondent Submittal Form

Appendix B - Qualifications and References Form

Appendix C - Respondent’s Information Form

Appendix D - Certificate of Non-Collusion

Appendix E - Attestation Regarding Filing of Tax Returns

Appendix F – Price Proposal Form

**Reference Materials**

Attachment A: Brown Grease Separator Specifications

## **1.0 GENERAL**

The Town of Wareham Water Pollution Control Department (the Town) is hereby soliciting proposals from Respondent(s) for the provision of the following services:

- Identify, assess, plan, design, deliver, setup and test the proposed Brown Grease Separator “GREASEZILLA” at the Wareham Water Pollution Control Facility. The site address is 6 Tony’s Lane, Wareham, MA 02571.
- As per Specifications (see Attachment A)

The respondent of this RFP shall be responsible for designing, manufacturing, delivering, and setting up the proposed BGS. The Town will be responsible for bringing electrical service to the unit and for providing other building services required. The Respondent will provide two (2) services technicians for two (2) days to oversee the start-up and testing of the BGS system.

All questions concerning this RFP must be submitted in writing or via email to the contact below no later than **4:00 pm on September 26, 2014:**

Guy Campinha, Director  
Wareham Water Pollution Control  
6 Tony’s Lane  
Wareham, MA 02571  
508-295-6144  
[gcampinha@wareham.ma.us](mailto:gcampinha@wareham.ma.us)

It is the sole responsibility of the Respondent to ensure they have received any and all addenda prior to proposal submission.

## **2.0 ROLE OF THE TOWN**

To supply the respondent with specs for the Brown Grease Separator (“Greasezilla”), the Town will endeavor in its best ability to:

- Provide reasonable access to the Water Pollution Control Facility to obtain data (whether required or reasonably requested by the respondent).
- Grant the Respondent sufficient access and occupancy rights to deliver, unload, set up and test at the Premises.
- To the extent reasonable and appropriate, provide information/assistance to the Respondent in securing required permits-dealing with procurement procedure.
- Cooperate with the Respondent to the extent reasonable and appropriate on remaining issues with respect to site assessment, access, delivery, setup and interconnection.

## **3.0 PRE-SUBMISSION CONFERENCE**

There will be no pre-submission conference for this RFP; however, a site visit will be offered on **September 24, 2014 at 11:00 a.m.**

#### 4.0 PROJECTED SELECTION TIMELINE

The following schedule will apply subsequent to the issuance of the RFP:

(a) Pre-Submission & Walk-Thru	<b>September 24, 2014</b>
(b) Questions Due	<b>September 26, 2014</b>
(c) Proposals Due	<b>October 3, 2014</b>

#### 5.0 SUBMISSION OF PROPOSALS

Respondents shall provide three (3) hard copies of their proposal and one single-file, electronic version (in ADOBE Acrobat PDF forma) on a USB Flash drive. Proposals shall include:

- Complete responses to the requirements in 8.0 PROPOSAL
- Executed copies of Appendices A-E

The sealed envelope or box containing proposals and required appendices responses shall be marked with the Respondents company name, and plainly marked in the lower left hand corner: **“BROWN GREASE SEPARATOR FOR WATER POLLUTION CONTROL FACILITY”**. Qualifications from Respondent submitted in accordance with requirements specified in this RFP must be in sealed package addressed to:

Guy Campinha, Director  
Wareham Water Pollution Control  
6 Tony’s Lane  
Wareham, MA 02571

It is the respondent’s responsibility to see that its proposal is delivered within the time and place prescribed. No proposals shall be opened by the Town until the deadline for submission.

All proposals should be written in ink or typed. If there are any corrections with whiteout, the person signing the statement of qualifications must initial the correction.

Respondent filing a proposal thereby certifies that (1) no officer, agent, or employee of the Town of Wareham has a pecuniary interest in the proposal; (2) the Proposal is made in good faith without fraud, collusion, or connection of any kind with any other prospective Respondent for the same RFP, and (3) the prospective Respondent is competing sole on its own behalf without connection with, or obligation to, any undisclosed person or firm.

The right is reserved, as the interest of the Town may require, to reject any or all proposals, to waive minor technical defect or informality in proposals received , and to accept or reject any proposals or portion thereof.

The Town of Wareham reserves the right to reject any and all proposals or to waive any informalities in the proposals, if it appears to be in the best interest of the Town.

Vendors shall submit separate price and non-price (or technical) proposals. The price proposal that is attached (see Appendix F) hereto must be completely filled out signed, placed in an envelope and sealed. The non-price proposal must at the very least address and comply with all minimum requirements set forth in this Request for Proposals in order to be considered responsive. The non-price proposal shall also be signed, placed in a separate envelope, and sealed.

Both the envelopes containing the price and the non-price proposals must be marked with the vendor's name, date of opening, description of proposal, and either **PRICE PROPOSAL OR TECHNICAL PROPOSAL**.

A vendor may correct, modify or withdraw a proposal by sealed written notice clearly marked as a correction, modification or withdrawal and received in the Director's Office prior to the time and date set forth for proposal submission.

## **6.0 GENERAL TERMS AND CONDITIONS**

The Respondent to this RFP is required to demonstrate qualification in identifying, assessing, planning, designing, deliver, setup and testing the proposed BGS as pertaining to the specifications listed in this RFP.

- Sealed proposals will be accepted by the Town of Wareham until **4:00 PM** local time on **October 3, 2014** as per schedule in section 4 (c). The Town will prepare a register of responses available for public inspection.
- The response must contain the name and proper address of the Respondent with his/her signature and official title (see Appendix C).
- Except as otherwise provided in this RFP, responses that are incomplete, contain any omissions, erasures, alterations, additions or irregularities of any kind may be rejected.
- The Town's Water Pollution Control Facility shall decide when the specified time has arrived to open responses and no response received thereafter will be considered.
- Any Respondent may withdraw or modify its response by written request at any time prior to the established submission deadline. Telephone responses, amendments or withdrawals will not be accepted.
- After the proposal submission, a Respondent may withdraw, but may not modify its response except in a manner that is not prejudicial to the interest of the Town or to fair completion. Negligence on the part of the Respondent in preparing the response confers no rights for the modification of the response after it has been opened.
- Responses received prior to the submission deadline will be securely kept unopened. No responsibility will attach an officer or person for the premature opening of a response not properly addressed and identified.
- Any deviation from the requirements of this RFP must be noted in writing and attached as a part of the response. The Respondent shall indicate the item or part with the deviation and indicate how the response deviates from the requirements.

- Any respondents taking exception to or questioning any of the provisions, procedures, conditions, or specifications herein stated should make such exceptions known to the Water Pollution Control Facility, in writing, by **September 26, 2014.**
- Any change or interpretation made as a result thereof will be mailed or e-mailed to all prospective Respondents. Should a Respondent still not be satisfied, the Respondent may, in the response, set out and stipulate the exception, with enough explanation to be understood by the Town. The Town may, at its discretion, accept or reject any or all exceptions.
- The Town may in its discretion waive any and all informalities or allow the respondent to correct them.
- Awarding of the contract shall be within thirty (30) days after completion of the evaluation process. The successful Respondent will be notified, in writing, of the award.

## **7.0 CONTRACTUAL MATTERS**

If Respondents have any exceptions to the contract terms, they must (1) describe the exception(s) and the proposed alternative; and (2) explain the need for the exception in writing and attach the response to their submission. Respondent to submit a sample of contract of sales with response to RFP.

## **8.0 PROPOSAL**

Submission of a Proposal shall be conclusive evidence that the Respondent has examined the specifications for the BGS Brown Grease Separator (“GREASEZILLA”) type process or equivalent and is familiar with all the conditions of this RFP. Upon finding any omissions or discrepancy in this RFP, the Respondent shall notify the Town immediately so that any necessary agenda may be issued. Failure of the Respondent to completely investigate the site and/or to be thoroughly familiar with the conditions of this RFP shall in no way relieve the Respondent from any obligation with respect to its proposal. The Town may waive any part or in whole of this RFP in the Town’s best interest.

Respondent is required to submit specific information outlined in Sections 1-7 below. Information submitted as outlined in Sections 1-7 and conformity with all other conditions in the RFP will form the basis for evaluation and ranking of submissions received in response to the RFP.

**NOTE: Respondents are to provide thorough, detailed responses and follow the format below.**

### ***Section 1 General***

- Letter of transmittal, signed by an individual authorized to bind the Respondent contractually, certifying that the Respondent will, if selected, negotiate the contract with the Town, be prepared to promptly and actively participate in such negotiations.
- Executed copies of APPENDICES A-F
- A cover letter with the signature, name, and title of the person authorized to respond to the RFP.



- Certification that the Respondent when ultimately awarded a contract will guarantee completion of tasks required within due dates or the time periods negotiated with the Town.
- Certificate of Insurance: Respondent must provide evidence of insurance limits including those for subcontractors or otherwise. Insurance limits should include, but not limited to: Commercial General Liability, Professional Liability, Workers' Compensation and any Umbrella/Other coverage.

Proof of insurance and also must name the Town of Wareham/Wareham Water Pollution Control as additional insured. Proof of the following insurance coverage must be provided:

- (a) General Liability – of at least \$1,000,000.00 Bodily Injury and Property Damage Liability, Combined Single Limit with a \$3,000,000.00 Annual Aggregate Limit. The Town shall be named as “Additional Insured”.
- (b) Automobile Liability – (applicable to any contractor who has an automobile operating exposure) of at least \$1,000,000.00 Bodily Injury and Property Damage per accident. The Town shall be named as “Additional Insured”.
- (c) Workers' Compensation Insurance – as required by law.
- (d) Umbrella Liability – of at least \$2,000,000 per occurrence, \$2,000,000 aggregate. The Town shall be named as “Additional Insured”.
- (e) No Waiver of Subrogation

### ***Section 2: Company Profile***

- Year founded and number of continuous years in business.
- Number of Employees at time of submittal
- Corporate office locations

### ***Section 3: Team Experience***

The Respondent to this RFP is required to demonstrate qualifications in identifying, assessing, planning, designing, setup and testing a BGS. Respondent shall also submit qualifications of any entity with which it intends to subcontract all or any portion of the proposal.

### ***Section 4: Project Team***

- Provide a detailed Organization Chart of the Project Team: Respondent must specify the role of each key member in the Project team if the Respondent is selected to execute the Project(s) (e.g., site assessment, setup, testing, etc.)
- Include detailed resumes of the intended Project Manager and of all key members of the project team including subcontractors.

### ***Section 5: Proposed BGS***

The Respondent shall provide the proposed BGS detailing the:

- Proposed Design's ability to meet the minimum requirements outlined in Attachment “A”
- Vendor Information
- Equipment information including size, capacity and manufacturer
- Tank and piping materials

- Utility requirements
- Method and Requirements of unloading and Setup
- Operations and Maintenance
- Testing Plan
- Warranty
- Spare Parts

***Section 6: Cost***

The Respondent shall provide a detailed cost breakdown.

***Section 7: Preliminary Schedule***

The Table below identifies key milestones. The Respondent is required to provide expected dates for their completion in the format below.

<b>Milestone</b>	<b>Number of Weeks after Execution of Contract</b>
Completion of Design	
Completion of Delivery	
Completion of Setup	
Start of Testing	
Completion of Testing	

The Respondent is required to provide a description of the methods to be used for scheduling and management.

**9.0 EVALUATION AND RANKING OF QUALIFICATIONS**

The Town's Maintenance Director, the Water Pollution Control Director, and an Engineer will formally evaluate each response to the RFP. Respondent may be contacted to provide information/clarifications during the evaluation process. Respondents shall be evaluated on criteria set forth in this RFP. Wareham may cancel this RFP, or may reject in whole or in part any and all Responses if Town determines that cancellation or rejections is in its best interest. The Town's selection is final and will be in the Town's best interest.

Respondent who satisfy all provisions of 8.0 PROPOSAL will be evaluated by the measures as set forth below. All Respondents eligible for rating through this section will be rated for each of the categories through the following distinctions:

- A) Unacceptable (0 Points)
- B) Non Advantageous (1 Point)
- C) Advantageous (2 Points)
- D) Highly Advantageous (3 Points)

In the event that more than one Respondent achieves the maximum points, the Town of Wareham will make a final decision as to the successful Respondent.

QUALIFICATION
Experience
Ability to Complete Scope of Work
Operational Plan
Professional Qualifications
Specifications
Warranty
Other Comments

**Experience**

(1) **Provide documentation of company experience, project managers and similar installations (Date, location, client, equipment size and references)**

- A) *Unacceptable*  
**No previous installations**
- B) *Non Advantageous*  
**One previous installation**
- C) *Advantageous*  
**Two previous installations**
- D) *Highly Advantageous*  
**Three or more previous installations**

**Professional Qualifications**

(2) **Provide company and employee profiles documenting number of years in business and highlight qualifications of Project Manager.**

- A) *Unacceptable*  
**Less than one year in business**
- B) *Non Advantageous*  
**One to two years in business**
- C) *Advantageous*  
**Three to five years in business with experienced Project Manager**
- D) *Highly Advantageous*  
**More than five years in business with experienced Project Manager**

**Ability to Complete Scope of Work**

**(3) Identify and provide documentation regarding when and if Company has defaulted on any Contract or failed to complete work**

- A) *Unacceptable*  
**Defaulted on one or more contracts, or failed to complete work**
- B) *Non Advantageous (N/A)*
- C) *Advantageous*  
**No defaults or conditions/circumstances where work was not completed**
- D) *Highly Advantageous (N/A)*

**Operation and Maintenance Plan**

**(4) Provide Operational and Maintenance Plan detailing equipment, operation instructions, required maintenance and troubleshooting measures**

- A) *Unacceptable*  
**Plan was not provided**
- B) *Non Advantageous*  
**Plan included, but not comprehensive**
- C) *Advantageous*  
**Plan included and comprehensive, but not well organized**
- D) *Highly Advantageous*  
**Plan included. Plan is comprehensive, well annotated and provides troubleshooting measures.**

**Specifications**

**(5) Proposal documents equipment to be installed and identifies size, materials, manufacturer and provides cut sheets for each.**

- A) *Unacceptable*  
**Does not meet the minimum specification contained in the RFP**
- B) *Non Advantageous*  
**Meets less than fifty percent (50%) of the minimum specifications contained in the RFP**
- C) *Advantageous*  
**Meets the minimum specifications contained in the RFP**
- D) *Highly Advantageous*  
**Meets the specifications contained in the RFP, displays knowledge of the process and the site.**

**Warranty**

**(6) Provide Warranty information for the system and manufacturers warranty information for each piece of equipment.**

A) *Unacceptable*

**Warranty information was not provided.**

B) *Non Advantageous*

**Less than one (1) year warranty**

C) *Advantageous*

**One (1) year warranty for system and each piece of equipment.**

D) *Highly Advantageous*

**Two (2) year system warranty and each piece of equipment.**

**APPENDIX A**  
**RESPONDENT SUBMITTAL FORM**

- A. Name of Responding Company: \_\_\_\_\_
- B. This response has been prepared in acknowledgment of addenda number(s) \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.
- C. The undersigned has completed and submits herewith the following documents:
- ☐ 3 hard copies of Proposal and 1 electronic copy of response
  - ☐ Documents required in Section 1 of 8.0 PROPOSAL)
  - ☐ Appendix B, Proposer's Qualifications and References Form
  - ☐ Appendix C, Respondent Information Form
  - ☐ Appendix D, Certificate of Non-Collusion
  - ☐ Appendix E, Attestation Regarding Filing of Tax Returns
  - ☐ Appendix F, Price Proposal Form
- D. The undersigned further certifies under the penalties of perjury that this Proposal is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from public contracting or subcontracting in the Commonwealth under the provisions of M.G.L., Chapter 29, Section 29F or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date \_\_\_\_\_

\_\_\_\_\_  
(Name of Proposer)

BY:

\_\_\_\_\_  
(Printed Name and Title of Signatory)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_/\_\_\_\_\_  
(Telephone) (FAX)

\_\_\_\_\_  
(E-mail Address)

NOTE: If the proposer is a corporation, indicate state/country of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses of all partners; if an individual, give residential address if different from business address; and, if operating as a d/b/a give full legal identity. Attach additional pages as necessary.

**APPENDIX B**  
**RESPONDENT'S QUALIFICATIONS AND REFERENCES FORM**

All questions must be answered, and the data given must be clean and comprehensive. Please type or print legibly. If necessary, add additional sheet for starred items. This information will be utilized by the Town of Wareham for purposes of determining proposer responsiveness and responsibility with regard to the requirements and specifications of the Contract.

1. FIRM NAME: \_\_\_\_\_

2. WHEN ORGANIZED: \_\_\_\_\_

3. INCORPORATED: ☐ YES ☐ NO

DATE AND STATE OF INCORPORATION: \_\_\_\_\_

4. LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND ANTICIPATED DATE OF COMPLETION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. HAVE YOU EVER FAILED TO COMPLETE A CONTRACT AWARDED TO YOU?  
☐ YES ☐ NO

IF YES, WHERE AND WHY? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

6. HAVE YOU EVER DEFAULTED ON A CONTRACT? ☐ YES ☐ NO  
IF YES, PROVIDE DETAILS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. PROVIDE INFORMATION REGARDING CONTRACTS COMPLETED BY YOUR FIRM and/or PROJECT DEVELOPMENT TEAM SIMILAR IN NATURE TO THE PROJECT. USE THE SPACE PROVIDED, ATTACHING ADDITIONAL PAGES AS NECESSARY.

PROJECT NAME: \_\_\_\_\_

OWNER: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_

DOLLAR AMOUNT: \$

DATE COMPLETED:

PUBLICLY BID: ☐ YES ☐ NO

TYPE OF WORK? \_\_\_\_\_



CONTACT PERSON: \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
CONTACT PERSON'S RELATION TO PROJECT? \_\_\_\_\_  
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: \_\_\_\_\_  
OWNER: \_\_\_\_\_  
CITY/STATE: \_\_\_\_\_  
DOLLAR AMOUNT: \$ \_\_\_\_\_ DATE COMPLETED: \_\_\_\_\_  
PUBLICLY BID: YES NO  
TYPE OF WORK? \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
CONTACT PERSON'S RELATION TO PROJECT? \_\_\_\_\_  
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: \_\_\_\_\_  
OWNER: \_\_\_\_\_  
CITY/STATE: \_\_\_\_\_  
DOLLAR AMOUNT: \$ \_\_\_\_\_ DATE COMPLETED: \_\_\_\_\_  
PUBLICLY BID: YES NO  
TYPE OF WORK? \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
CONTACT PERSON'S RELATION TO PROJECT? \_\_\_\_\_  
(i.e., contract manager, purchasing agent, etc.)

PROJECT NAME: \_\_\_\_\_  
OWNER: \_\_\_\_\_  
CITY/STATE: \_\_\_\_\_  
DOLLAR AMOUNT: \$ \_\_\_\_\_ DATE COMPLETED: \_\_\_\_\_  
PUBLICLY BID: YES NO  
TYPE OF WORK? \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
CONTACT PERSON'S RELATION TO PROJECT? \_\_\_\_\_  
(i.e., contract manager, purchasing agent, etc.)

The undersigned certifies that the information contained herein is complete and accurate and hereby authorizes and requests any person, firm or corporation to furnish any information requested by the Town of Wareham in verification of the recitals comprising this statement of Proposer's qualifications and experience.

DATE: \_\_\_\_\_ PROPOSER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

**APPENDIX C**  
**RESPONDENT INFORMATION FORM**

TO: Guy Campinha, Director of Water Pollution Control Facility  
6 Tony's Lane, Wareham, MA 02571

The undersigned has read the Request for Proposal (RFP) and has carefully examined all specifications/evaluation criteria therein. The undersigned certifies that there are no known obstacles to prevent the prompt negotiation and execution of an agreement with the Town of Wareham. The undersigned acknowledges that the Town of Wareham may reject all qualifications, or waive portions of the RFP for all qualifications, if it deems it in the best interest of the public.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Respondent Information**

Name of Respondent : \_\_\_\_\_

Address: \_\_\_\_\_

Name of Primary Contact: \_\_\_\_\_

Title of Primary Contact: \_\_\_\_\_

Primary Contact Phone Number: \_\_\_\_\_

Primary Contact Fax Number : \_\_\_\_\_

Primary Contact E-mail Address: \_\_\_\_\_

**APPENDIX D**  
**CERTIFICATE OF NON-COLLUSION**

The undersigned certifies, under penalties of perjury, that this statement of qualifications has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

---

(Signature)

---

(Name of person signing qualifications)

---

(Name of Business)

**APPENDIX E**  
**ATTESTATION REGARDING FILING OF TAX RETURNS**

TO: Guy Campinha, Director of Water Pollution Control Facility  
6 Tony's Lane, Wareham, MA 02571

Pursuant to M.G.L., c. 62C § 49A, I certify under the penalties of perjury that the undersigned respondent, to the best of his/her knowledge and belief, has filed all state tax returns and paid all state taxes required under law.

\_\_\_\_\_  
Social Security Number or  
Federal Identification Number

\_\_\_\_\_  
Signature of Individual or Office

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Corporation

**APPENDIX F  
PRICE PROPOSAL FORM**

Due: **October 3, 2014**

**Price Proposal Form**

The Undersigned hereby declares that the Proposer has carefully examined the "Request For Proposals". The Undersigned hereby makes a **proposal** (to which said Proposer agrees to be legally bound in accordance with the terms and conditions of the RFP) of the following price. In the event of discrepancies between the written and numerical amounts, Proposer hereby agrees and covenants that the version of the dollar amount most favorable to the Town of Wareham shall apply.

	Dollar amount: Words	Dollar Amount: Numerals
1. Price		
2. Option 1 – Air compressor		
3		
4. <b>Total</b>		

Respondent to attach detailed cost breakdown

Name of Proposer: (Company Name)\_\_\_\_\_

Business Address of Proposer: \_\_\_\_\_

Telephone No. of Proposer: \_\_\_\_\_

**Signature and Printed Name of Individual Authorized To Submit Proposal:**

\_\_\_\_\_  
Signature (Must be signed in ink)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## ATTACHMENT A

**ATTACHMENT A**  
**BROWN GREASE SEPARATOR**  
**–“GREASEZILLA” TYPE PROCESS OR EQUIVALENT**  
**SPECIFICATIONS**

The Town of Wareham Water Pollution Control Department (the Town) is hereby soliciting proposals from Respondent(s) for the provision of provision of a fully functioning BGS System of the following minimum specifications and layout:

**Unit One: Reactor Tank (Typical of 2)**

- Nominal 10,000 gallon insulated, double walled horizontal reactor tank
- Provide Plate Saddle with ½” Base Plate and fixed and sliding ground lugs
- Tank shall be constructed of:
  - Primary shell: ¼” Plate, A-36 Carbon Steel
  - Primary Heads: ¼” Plate, A-36 Carbon Steel
  - Secondary Shell: ¼” Plate, A-36 Carbon Steel
  - Secondary Heads: ¼” Plate A-36 Carbon Steel
  - Miscellaneous: A-36 Carbon Steel
- Design Pressure: None
- Test Pressure: 3-5 PSI (Each shell)
- Approximate dimensions 10’ diameter x 13’ high x 26’ long
- 3” inch double walled interstice filled with 3” inches of Perlite or similar insulation
- Tank fitted with two sets of internal heat transfer tubes also external inlet and outlet manifolds (Manifolds may be built internally)
- Schedule 40 Pipe
  - Tank Finish
- Interior: None
- Exterior: Sandblast (SP-6), 1 coat (3-4 mils DFT) Urethane, Color: White
  - Penetrations:
    - (1) ¾” Schedule Pipe – Manifold Vent
    - (1) 2” Tank Flange w/ 2” x 1” Double Tap Bushing and 1” Ball Valve – Interstitial Monitor
    - (1) 4” Tank Flange with 4” by 3” Single Tap Bushing – Tee Vent
    - (1) 4” Tank Flange – Emergency Vent
    - (1) 2” , 3” Schedule 40 Pipe with 2” Tank Flange
    - (1) 2” , 3” Schedule 40 Pipe with 2” Tank Flange with 2” by ¾” double tap bushing – Air Supply
    - (1) 2” , 3” Schedule 40 Pipe with 2” Tank Flange – Level Monitor
    - (2) 6” , 8” schedule 40 pipe with 6” tank flange – Cleanout
    - (2) 2” , 3” Schedule 40 Pipe with 2” Tank Flange – Temperature
    - (2) 4” , 4” Schedule pipe manifold – steam pipe inlet/outlet
    - Two (2) 6” fill and drain ports with Betts type valve with stainless steel gate,
    - 6-inch by 4-inch aluminum Cam lock coupler
    - 4-inch by 3-inch aluminum cam lock coupler

- Stair and access platform system designed in accordance with OSHA standards
- 1" by 3/16" galvanized bar grating, gratings to be attached to frame utilizing McNichols grating clips, Style CB
- Plan Dimensions: Cat walk width 2'-1 5/8", length 11'10", L-shape 4'6"
- 3'6" Railings, 1-1/2" Schedule 40 pipe
- 6" by 3-1/2" x 5/16" Platform Frame
- material to be carbon steel unless otherwise noted
- bolting material to be SA-325
- Handrail connections to be made using weldments from the Wagner companies or equivalent. Handrail 90 degree weldment #338 and Midrail weldment #1834
- Surface finish for ladder and platform: Grit Blast per SSPC-SP6, (1) coat PPG urethane DTM Mastic 95-3300, Safety Yellow, PC875 3-5mils DFT
  - Access steps to platform with safety rails.
  - Top coffer dam with lightweight covers (lids) allowing for inspection and final filtering and pumping of heated grease. 3'10" by 7'10"
  - High level audible alarm
  - Pump system including filter and snorkel to pump biofuel feed stock from one tank to the other

#### **Unit: Complete Skid Mounded Hydronic Brown Grease Heating System**

- Approximate dimensions 10' length x 7'6" width x 7' high (allow for air vent)
- Control box with 120v controls with 220x 3 phase pump motor (220v 1 phase optional – dependent on available power)
- Control box features a master operating system emergency shutdown switch, a 6 position digital readout for remote monitoring of system temperatures, a fuel temperature control with digital readout
- Modified brown grease fuel system, a 300 plus gallon stainless steel fuel tank with high level alarm, heavy duty fuel pump and filter. Entire system requires heating.
- Heavy Duty 800,000 to 1,000,000 btu Boiler modified to operate on 100% brown grease fuel
- Boiler set to operate as a heavy duty hydronic water heater for long term equipment life, operation safety and insurance considerations
- Provide high quality hydronic components, pumps, and valves. Provide Bell Gossett or equivalent equipment.

The two unit system shall be supplied with 110 gallon of DOW or similar hydronic heat transfer fluid to charge units after start up and test cycle. 75' of flexible hose supplied for connecting heat skid to tank inlet and outlet.

#### **Operation and Maintenance**

- Provide Operation and Maintenance Manual in both paper and electronic format
- Include description of unit or system and component parts. Identify function, normal operating characteristics and limiting conditions. Include engineering data and tests, and complete nomenclature and identification number of replaceable parts.



- Provide operating instructions, including start-up, break-in, normal operating instructions and sequence. Include, regulation, control, starting, stopping, shut-down safety and emergency instructions.
- Include Troubleshooting guidelines.
- Provide corrective and preventive maintenance for each piece of equipment with names and telephone numbers of suppliers and manufacturers.
- Provide installation drawings including electrical and instrumentation diagrams.

### **Warranty**

- Minimum One (1) year guarantee for workmanship and materials following the date of completion and acceptance of the work.
- Minimum One (1) year warranty that BGS is free from manufacturing defects in material and workmanship under normal use and service.
- Products provided by third parties shall be warranted by the manufacturer but in no case shall the warranty be less than one year under normal use and service.

### **Spare Parts**

#### Burner

- One (1) Cad Cell
- One (1) Ignition Transformer
- Two (2) Nozzle Barrels
- One (1) Fuel Solenoid, 110 Volt
- One (1) Air Solenoid, 110 Volt
- Eight (8) Nozzles
- Eight (8) Nozzle O-Ring Kits

#### Miscellaneous

- Replacement bulbs for control panel indication lights and one (1) installation tool
- One (1) stainless steel, brown grease filter screen

### **Options**

- 1) 7.5 HP dual cylinder compressor, 3 phase 220 Volt, Ingersoll Rand equipment or equivalent