



**REQUEST FOR PROPOSALS
ACQUISITION OF KINGSTON SPRINGS, TENNESSEE
WASTEWATER DEPARTMENT**

Background

The Town of Kingston Springs' Wastewater Department was established in 1989. This service is a gravity fed step system servicing approximately 760 customers and includes 12 pump stations, a treatment plant on approximately 9.5 acres that includes 3 lagoons, a sewer laboratory, chlorine chamber, outbuildings, and various other assets. The Town has determined it does not plan to expand the system in the future and it may be more beneficial to the community for another entity to acquire and manage the system. As such the Town wishes to accept proposals for the management and/or purchase of the entire system.

Purpose of Valuation

The Town wishes to accept proposals for the acquisition of all property owned for the purpose of providing sewer service to the inhabitants of Kingston Springs, Tennessee.

RFP Submittal Requirements

Submittals in response to this RFP shall include the following:

- Background and scope of business
- Summary of experience in similar projects, including reference contact information
- Ability and relevant expertise of key staff that will be involved with the project
- Examples of similar acquisitions in Tennessee or surrounding states
- Outline of intent regarding rate schedule should the system be acquired
- Valuation fee proposal and proposed payment terms

Selection Criteria

City staff will review all submitted proposals and may choose to invite one or more firms for an interview to further discuss their proposal. The Town also reserves the right to reject any and all proposals. Selection of a recommended firm will be based on three factors:

- The firm's experience in similar projects
- The fee proposal
- Estimated projection of rate schedule should the system be acquired

The selection criteria are intended to allow the Town to select the firm that submits the best overall proposal.

RFP Submittal Deadline

To be considered, proposals must be received by 4:00pm on Friday, September 23, 2022.

All proposals should have the words "RFP Wastewater Department" on the front of the envelope or in the subject line of emailed proposals. Proposals will not be opened publicly.

Proposals in response to this RFP should be sent to:

City Manager John Lawless
P.O. Box 256
Kingston Springs, TN 37082

Electronically submitted proposals will be accepted and should be emailed to citymanager@kingstonsprings-tn.gov.

Any questions regarding this RFP should be directed to:

City Manager John Lawless
P.O. Box 256
Kingston Springs, TN 37082
citymanager@kingstonsprings-tn.gov