



CITY OF WEST PLAINS

1910 HOLIDAY LN
WEST PLAINS, MO 65775

PHONE 417-256-7176 FAX 417-256-1880

REQUEST FOR PROPOSAL

New Public Water Supply Well Construction and Raw Waterline Extension

Issued by:
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Date Issued	March 18 th , 2026
Deadline for Questions	April 13 th , 2026
Proposals must be Received On or Before	April 14 th , 2026 2:00PM CST

The City of West Plains is soliciting proposals from qualified contractors for construction of a public water supply well and raw waterline extension located near 3854 Tower Road off of Haddock Street in West Plains, Missouri 6575. The selected contractor will provide all labor, materials, equipment, tools, and supervision necessary to complete the work as outlined in the RFP.

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Introduction

The City of West Plains is soliciting qualified firms to provide professional services for the development of a new Public Water Supply Well and Raw Waterline Extension. This project aims to enhance the City's water system capacity, improve long-term reliability, and support growing community needs. The selected firm will be responsible for planning, design, permitting, and coordination efforts necessary to successfully deliver a modern, compliant, and resilient water infrastructure project.

The City of West Plains is committed to ensuring fair and open competition and encourages all interested and capable parties to submit a proposal in accordance with the instructions provided herein.

Who May Respond

The City of West Plains welcomes responses from qualified, reputable, and experienced contractors capable of performing the work described in this RFP. Firms responding must meet the following minimum criteria:

1. **Licensed Contractors**
Respondents must hold all licenses required by the State of Missouri and any applicable local authorities to perform fencing work.
2. **Insured and Bonded Entities**
Respondents must carry appropriate general liability insurance, workers' compensation coverage, and any additional insurance levels required by the City. Proof of insurance must be provided with the proposal.
3. **Professional Experience**
Respondents should have demonstrable experience completing projects of similar size and scope.
4. **Financially Stable Businesses**
Respondents must be able to demonstrate financial responsibility and capacity to successfully complete the project without delays caused by funding limitations.
5. **Equal Opportunity Providers**
Minority-owned, women-owned, veteran-owned, and disadvantaged business enterprises are encouraged to submit proposals. All respondents must comply with federal and state equal opportunity laws.
6. **Authorized to Conduct Business in Missouri**
Firms must be legally eligible to conduct business within the State of Missouri at the time of proposal submission.

Objective

The objective of this project is to design and implement a new Public Water Supply Well and Raw Waterline Extension that strengthens the City of West Plains' potable water system within a budget of \$1,000,000. This effort seeks to increase source capacity, improve operational reliability, and ensure long-term compliance with state and federal drinking water standards. The project will provide the City with a sustainable and resilient water supply solution that supports current demands and future growth.

Scope of Work

The selected firm shall provide comprehensive professional services required for the planning, design, permitting, and construction-phase support of a new Public Water Supply Well and associated Raw Waterline Extension for the City of West Plains. Work shall include, but not be limited to:

1. Project Coordination & Preliminary Evaluation

- Conduct site evaluations, hydrogeologic assessments, and preliminary design reviews.
- Coordinate with City staff, regulatory agencies, and utility stakeholders.
- Develop a detailed project schedule and communication plan.

2. Surveying & Investigation

- Perform all necessary field surveys, mapping, and property boundary verification.
- Identify environmental, geotechnical, and utility conflicts affecting design and construction.

3. Well Design & Development

- Prepare design documents for drilling, construction, and development of the new public water supply well.
- Specify casing, screen materials, pumping equipment, controls, and testing requirements.
- Well Design Should meet these criteria:
 1. Well diameter: 12" Hole with a 5-inch column of water
 2. Pump: Three-phase, 100 HP
 3. Installation must comply with all DNR regulations and local permitting requirements.
 4. Provide all necessary controls, valves, and monitoring equipment.

4. Raw Waterline Design

- Design the 12" raw water transmission line, route alignment, materials, appurtenances, and connections to existing infrastructure.
- Pressure testing, disinfection, and compliance with state/local standards are required.
- Include plans for easements, rights-of-way, and property access as required.

- Provide hydraulic analysis and modeling as necessary.

5. Permitting & Regulatory Compliance

- Prepare and submit all required permits and documentation to state and federal agencies, including the Missouri Department of Natural Resources (MoDNR).
- Ensure compliance with applicable drinking water standards, environmental regulations, and construction requirements.

6. Construction Administration & Inspection

- Provide construction-phase services, including submittal review, site inspections, testing oversight, and progress meetings.
- Deliver record drawings, well logs, testing results, and a close-out package upon project completion.

7. Project Completion & Commissioning

- Oversee well performance testing and startup procedures.
- Verify the system meets operational, regulatory, and performance requirements before final acceptance.

Insurance Requirements

The contactor shall purchase and maintain such insurance as will protect it from claims set forth below which may arise out of, or result from, the Contractor’s execution of the work, whether such execution be by the Contractor, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- 1) Claims under workmen’s compensation, disability benefit and other similar employee benefit acts;
- 2) Claims for damages because of bodily injury, occupational sickness or disease, or death of employee;
- 3) Claims for damages because of bodily injury, sickness or disease, or death of any person other than employees;
- 4) Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor, or (2) by any other person and;
- 5) Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.

Certificates of Insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the work. These Certificates shall contain a provision that coverages afforded under the policies will not be cancelled unless at least fifteen (15) days prior written notice has been given to the Owner. Minimum requirements are as follows:

General Aggregate	\$2,000,000	Products-Comp/Op Agg	\$1,000,000
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Personal \$ Adv Injury	\$2,000,000	Each Occurrence	\$1,000,000
Med Exp (any 1 person)	\$10,000		

Indemnification

To the fullest extent permitted by law, contractor agrees to indemnify, defend and hold harmless the City of West Plains, its elected officials, officers, agents, volunteers, lessees, invitees and employees from and against all suits, claims damages, losses and expenses including but not limited to attorney’s fees, court costs or alternative dispute resolution costs arising out of or related to any such suit, claim, damage, loss or expense involving an injury to a person or persons, whether bodily injury or other personal injury(including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses were caused by the negligence or other wrongdoing of Contractor, or any supplier or subcontractor, or their agents or employees, directly or indirectly, regardless of whether caused in part by the negligence or wrongdoing of the City of West Plains or any of its agents or employees.

Bond Requirement

No Bond will be required for this proposal.

Performance Bond Requirement

If the proposal price is above \$75,000.00 and upon acceptance of the proposal and award of the contract, the successful firm will be required to furnish a performance bond. The performance bond should be in an amount equal to 100% of the total contract value and should be issued by a surety company with a credit rating deemed acceptable by the City of West Plains.

The performance bond is intended to ensure the satisfactory completion of the project in accordance with the terms and conditions outlined in the contract. The successful firm must provide the performance bond within 30 days from the date of contract award.

Prevailing Wage Requirement

In accordance with the State of Missouri’s Prevailing Wage Law (RSMo 290), the City of West Plains requires the use of **Missouri Prevailing Wage** on public works construction projects **when the total proposal price exceeds \$75,000.00**. If the awarded contract meets or exceeds this threshold, the contractor must comply with all prevailing wage requirements as established by the Missouri Department of Labor and Industrial Relations.

Under this requirement, the contractor shall:

- Pay all workers engaged in the project no less than the applicable prevailing wage rates for Howell County.
- Maintain accurate payroll records as required by state law.
- Submit certified payroll documentation to the City when requested.
- Post the applicable Annual Wage Order at the job site.
- Ensure all subcontractors also comply with prevailing wage requirements.

Failure to comply with Missouri Prevailing Wage Law may result in withholding of payments, penalties, or other remedies available to the City under state statute.

Proposal Requirements

All proposals must include:

1. **Company information** – name, address, contact person, phone, email
2. Itemized costs for materials, labor, equipment, and permitting.
3. Estimated project timeline from start to completion.
4. Warranty information for equipment and installation.
5. References for similar projects completed in the last three years.

Proposal Submission Instructions

1. **Closing Submission Date**
 - a. All respondents to the RFP shall submit the Proposal to:

**City of West Plains
Kristopher Bates, Purchasing Agent
1910 Holiday Lane
West Plains, MO 65775**

**Proposals for:
New Public Water Supply Well Construction and Raw Waterline Extension**

- b. **Proposals must be received at the** City of West Plains City Hall (1910 Holiday Lane, West Plains, MO 65775) no later than 2:00 p.m. on April 14, 2026.
- c. The proposal and all fees shall be included in one packaged and envelope. The RFP shall be clearly marked on the outside of the sealed envelope. If the proposal is sent by mail or overnight delivery service, it is the responsibility of the firm to ensure that the

proposal is received by City of West Plains by the date and time specified above. **Late proposals will not be considered.**

2. Inquiries

- a. Inquiries concerning this RFP should be directed to
 - i. Shayne Eades, Utilities Director, 417-256-7176 ext. 2227 or shayne.eades@westplains.gov
 - ii. Evan Kinder, Utilities Project Coordinator, 417-256-7176 ext. 2260 or evan.kinder@westplains.gov
 - iii. Vernon Hunter, WTP/WWTP Superintendent, 417-256-7176 ext. 2761 or vernon.hunter@westplains.gov

3. Conditions on Proposals

- a. All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the firm and will not be reimbursed by City of West Plains.
- b. Fee proposal amounts must remain firm fixed amounts for 90 days from the proposal due date and remain in effect during contract.
- c. By agreeing to take part in this proposal process, you agree to keep in confidence all information provided during the proposal process, not to disclose it to third parties and not to use it for any purpose other than for the proposal.

Evaluation Criteria

The City of West Plains will conduct a comprehensive, fair and impartial evaluation of all proposals received in response to the RFP. The City may select a selection committee to perform the evaluation. Each proposal will be analyzed to determine overall responsiveness and qualifications under the RFP. Lowest price is not indicative to overall selection.

It should be specifically understood that this RFP does not create any obligation on the part of City of West Plains to enter any contract or to undertake any financial responsibility. Likewise, City of West Plains is not liable for any cost incurred by any consulting firm prior to the execution of a written contract, including efforts to generate and submit proposals, or any other costs incurred while participating in this RFP process.

City of West Plains also reserves the right to waive, alter, disregard, all portions of this RFP where the best interest of City of West Plains would not be served.

City of West Plains intends to notify the winning Proposal within 21 days of the proposal due date.

ATTACHMENT A -PRICING SHEET

Please include your own pricing sheet in this section.

ATTACHMENT B -SIGNATURE PAGE

Proposer Warranties

1. The proposer certifies it can and will provide and make available, as a minimum, all services set forth in the RFP.
2. Proposer warrants that it is willing and able to comply with State of Missouri Laws with respect to foreign (non-state of Missouri) corporations (if applicable).
3. Proposer warrants that it is willing and able to obtain insurance providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees, or agents thereof.
4. Proposer warrants that it will not delegate or subcontract its responsibilities under its agreement with City of West Plains without the prior written permission from City of West Plains.
5. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

Firm: _____

Signature: _____

Name (printed): _____

Title: _____

Email: _____

Phone: _____ Date: _____

Exhibit 1

Exhibit 2