**CITY OF BILLINGS, MISSOURI**

**REQUEST FOR PROPOSALS**

**SALE OF WATER AND WASTWATER SYSTEMS**

**Information for Respondents**

1. **Deadline:** Sealed Proposals for the Purchase of the City’s municipal water and wastewater systems will be accepted until 1:00 pm on May 15, 2021. Proposals may be mailed or hand-delivered to City Hall at PO Box 207, 202 NE US Hwy 60, Billings, MO 65610. Proposals received in a timely fashion will be considered by the Board of Aldermen. Please provide eight copies of the proposal packet.
2. **Format of Proposal:** Proposals shall be submitted substantially in the following format:
3. **Cover Letter:** Include general information about the responding entity, including contact information for the person to whom the City should be addressing correspondence and a brief summary of the terms of the proposal.
4. **Qualifications & Experience:** Provide information about the history of the responding entity, including relevant experience in providing water and wastewater services, experience with complying with state and federal regulations, examples of other communities for which the responding entity provides such services and identify key employees that will be involved in providing services if selected.
5. **Technical Approach:** Details pertaining to the responding entity’s ability to operate the City’s water and wastewater facilities, approach to capital improvements and investments needed to meet potential rapid development needs, as well as state and federal regulatory requirements, rate setting procedures, billing methods and system maintenance
6. **Financial Strength/Form of entity/Compliance issues:** Provide information related to the responding entity’s financial standing demonstrating the ability to undertake the provision of water and wastewater services for the City’s residents. Identify the legal nature of the responding entity, i.e. whether it is a private or public entity. Provide any details pertaining to issues with regulatory compliance, permit violations, enforcement actions, fines and penalties assessed, or lawsuits related to other systems operated by the responding entity.
7. **Purchase Price Proposal:** Provide the proposed purchase price, including costs associated with the proposal.
8. **Rate impact:** Provide details of any rate impact that the responding entity believes may occur over the next ten years if it is the successful bidder.
9. **Special Conditions:**
10. The responding entity must be an existing provider of water and wastewater services, with the ability to operate within Missouri. The responding entity must disclose any pending legal actions or violation notices currently in effect (or that have been resolved within the last five years) in response to this request for proposals.
11. The responding entity must have a track record of providing high level services to its consumers, both in the providing of services and with respect to customer service.
12. The responding entity must provide a proposed rate schedule based on the purchase price proposal.
13. The responding entity is expected to familiarize itself with such information it deems necessary to respond to this request for proposals. The responding entity will be provided an opportunity to inspect the facilities to familiarize itself with conditions affecting the facilities. If possible, an onsite inspection of all relevant City facilities will be scheduled for all responding entities at a mutually agreed upon date and time.

1. **Real Property:** The purchase of the City’s water and wastewater systems will include the acquisition of real estate presently owned by the City. It is possible that surveys will be required to separate real estate to be transferred from real estate to be retained by the City. The cost of any such surveys shall be the responsibility of the purchaser.
2. **Inquiries:** At any time prior to the receipt of proposals by the city, responding entities may ask questions or request information related to the water and waste water facilities. All such questions or information requests, together with the City’s and/or its identified representatives’ responses thereto, shall be made available to all responding entities. Questions and requests shall be directed to Chris Hopkins, City Clerk, who may be contacted at 417-744-2581 and at: treasurer@billingsmo.com.
3. **Evaluation of Proposals:** The Board of Aldermen shall consider the applications and select the responding entity that it believes to be the best proposal based upon a consideration of all factors it deems necessary. The Board may also request to interview one or more of the responding entities to aid in the consideration of the proposals.
4. **Purchase Agreement:** In the event that the City elects to sell the water and wastewater facilities to a responding entity, the successful bidder and the City shall negotiate an agreement to be substantially consistent with the terms of the proposal, except as modified by the parties.
5. **Miscellaneous:** The City reserves the right to reject any and all proposals, for any reason whatsoever. The City may, in its sole and absolute discretion elect to consider a proposal that is untimely or that is not substantially in the form required here in. The City is not obligated to accept the highest proposal, and may make an election it deems to be in the best interests of the City, regardless of the proposed purchase price.