



Water Resource Recovery Department

Request for Proposal (RFP)

For

"Liquid Biosolids Application"

Issued by:
City of Indianola WRRD
10939 Grimes St
Indianola, IA 50125

Mailing Address:
City of Indianola
c/o City Clerk
P.O. Box 299
Indianola, IA 50125

Proposals must be submitted by mail
No later than 2:00 PM
June 12, 2026

LATE PROPOSALS WILL BE REJECTED
There will not be a public opening for this RFP

For further information regarding this
RFP contact Ty Herrick
Phone: 515-961-9416
Email: therrick@indianolaiowa.gov

Issued: May 27, 2026

REQUEST FOR PROPOSAL

The City of Indianola is seeking proposals from qualified companies to provide biosolids management services for the Indianola Water Resource Recovery Facility, located in Indianola, Iowa. The selected contractor will handle all aspects of biosolids management.

Purpose

To provide for all testing, removal, transportation, management, handling, loading, hauling, transportation, land application, beneficial reuse, disposal, injection, and if applicable, temporary storage of bio-solids produced at the City of Indianola, Iowa Water Resource Recovery Facilities. The Contractor shall be responsible for all aspects of bio-solids management services performed under the Agreement, including without limitation, sampling, testing, regulatory compliance, permitting, reporting, coordination with landowners or operators, transportation, application, storage, beneficial reuse, disposal, spill prevention and response, and compliance with all applicable federal, state, and local laws, rules regulations permits and approvals. From the time the Contractor begins handling, loading, removing, transporting, applying, storing, beneficially reusing, or disposing of the biosolids, they shall be the sole responsibility of the Contractor and the City shall assume no responsibility except to the extent caused by the City's own negligent or willful acts.

Duration

The Agreement will be for a term of one (1) year and will automatically renew for two (2) additional (1) year periods unless the City gives written notice of termination at least thirty (30) days before the end of the then current period.

The contract will be for gallons of liquid bio-solids applied to farm field(s). The City produces between 1,000,000 and 2,500,000 gallons of biosolids per year. The volume of the biosolid holding tanks, primary and secondary digesters will determine the gallons of solids. The holding tank volume is 1,500,000 gallons or approximately 87,200 gallons per foot. The digesters hold 700,000 gallons or approximately 30,000 gallons per foot. The contractor shall clean holding tanks and digesters to concrete surface or to the City's satisfaction.

The Contractor will furnish: all labor, equipment, vehicles, materials, supplies and miscellaneous expenses to mix tank contents, clean, load, transport, and apply all bio-solids.

The Contractor shall begin work within 10 calendar days following the earlier of the removal of crops or the service of a notice to proceed from the City. The Contractor shall thereafter remove and dispose of bio-solids in a timely manner. Liquidated damages in the amount of One Hundred Dollars (\$100.00) per day shall be assessed for each calendar day, after the 10 calendar days, that the Contractor is not removing and disposing of the bio-solids and/or if the contractor fails to remove and dispose in a timely manner. The City shall not be liable for any delay, standby time, demobilization, remobilization, lost profits, increased costs, or other damages caused by weather, field conditions, crop schedules, regulatory restrictions, force majeure events, or other circumstances outside the City's reasonable control.

At the completion of the project, the Contractor shall provide all information relating to the application including but not limited to:

- Type of application: injection or surface applied.

- Load sheets
- Gallons applied and gallons per acre applied
- Acres covered with location
- Drawing of area covered
- Date of application
- Other information deemed necessary

The Contractor shall be responsible for coordinating the planning, scheduling, access, and application of biosolids with all landowners, tenants, operators, and farmers, whose agricultural land is used for biosolid application. The Contractor shall maintain good standing with such landowners, tenants, operators, and farmers, and shall obtain all necessary permissions for access and application.

The Contractor shall provide year-end reports detailing all biosolids application activity. The annual land application report and supporting documentation shall be provided to the City no later than January 15th of each year. The Contractor shall certify that all information provided is complete and accurate.

The Contractor shall complete all biosolids and soil testing prior to application and grab samples of biosolids being loaded during application process and provide analysis of percent solids with appropriate laboratory protocol prior to application.

The Contractor shall apply the biosolids in accordance with all federal, state, and local laws not to exceed the agronomic rates or as directed by the City. The Contractor shall obtain, maintain, and comply with all permits, licenses, registrations, approvals, and authorizations required by the Iowa Department of Natural Resources, Iowa Department of Transportation, United States Environmental Protection Agency, and any other governmental authority for the hauling, transportation, storage, land application, injection, beneficial reuse, or disposal of liquid municipal biosolids. The Contractor will be responsible for any penalties, fines, citations, and judgments issued to the Contractor.

The Contractor shall inject biosolids unless otherwise directed by the City and in a manner to avoid odors or odor complaints.

Liability and Indemnification

The Contractor shall defend, indemnify, and hold harmless the City of Indianola, Iowa and its elected officials, employees, agents, representatives, successors, and assigns from and against any and all claims, demands, causes of action, damages, losses, liabilities, penalties, fines, citations, judgments, costs, expenses, cleanup costs, response costs, and attorney's fees arising out of or relating to the Contractor's performance or nonperformance under this Agreement, including without limitation, the testing, handling, loading, removal, transportation, storage, land application, injection, beneficial reuse, disposal, spill prevention or response, reporting, permitting, or regulatory compliance related to the biosolids. This indemnification obligation shall include claims arising from bodily injury, death, property damage, environmental contamination, spills, releases, odors, nuisance, trespass, crop damage, landowner or operator claims, hauling or traffic incidents, violations of law, and any act or omission of the Contractor or its employees, agents, subcontractors, suppliers, or representatives.

Insurance Requirements

The Contractor shall obtain and carry insurance throughout the term with a reputable company, acceptable to the City and allowed to do business in the State of Iowa, with the following minimum limits:

- Workers Compensation as provided by law.
- Public Liability and Property Damage of not less than \$1,000,000, with single limits for personal injury and property damage.
- Vehicle and equipment in the amount of \$1,000,000 for bodily injury and property damage.
- The Contractor shall furnish the City with proof of insurance. Each policy shall require a 30-day notice of cancellation.

Nothing in this Agreement, including the procurement of requirement of insurance, shall be construed as a waiver of any governmental immunity defenses available to the City of Indianola under Iowa Code Chapter 670 or any other applicable law. The Contractor's insurance shall provide coverage for claims that are not subject to the City's governmental immunity defenses.

The Contractor shall provide proof of ability to post a surety bond in the amount of \$50,000.00, payable to the City of Indianola, Iowa, to ensure the complete performance of this Agreement. The City may require the Contractor to post such bond prior to the commencement of work.

Selection of Contractor

The Selection of a Contractor will be based upon:

- The qualifications and experience of the firm in performing similar activities
- The ability to meet services within the schedule
- The suitability of equipment and personnel to meet the collection needs
- Proposed rates and fees
- Proposed yearly rate increases

The City reserves the right to request additional information, reject any or all proposals, waive irregularities, disqualify proposals that do not meet the requirements of this RFP, and select the proposal deemed most advantageous to the City. The City is not required to accept the lowest-cost proposal. All proposals become the property of the City upon receipt and may be used or disposed of at the City's discretion. Proposals may be subject to disclosure under Iowa's public records laws. Any confidential or proprietary information must be clearly identified by the proposer at the time of submission.

PROPOSAL SUBMISSION REQUIREMENTS

Proposal must be received by 2:00 p.m. on June 12, 2026, and sent to the City Clerk at 110 N 1st St., P.O. Box 299, Indianola, Iowa 50125. All responses must contain a complete copy of all required submission materials and must be clearly labeled "Proposal for Contract for Removal of Wastewater Biosolids."

The responses must include the following items:

1. Name, address, telephone number of company, and contact person.
2. Proposed wastewater biosolids fee per gallon per year.

3. A description of how the service will be provided, including:
 - a. List of current municipal biosolids hauling contracts
 - b. Geographic area presently serving
 - c. A list of all equipment used
 - d. Description of storage facilities if applicable
4. Proof of ability to post a surety bond payable to the City of Indianola in the amount of Fifty Thousand Dollars (\$50,000) to ensure the complete performance.
5. Proof of ability to provide required insurance.

WARREN COUNTY CODE OF ORDINANCES

TITLE IV – HEALTH ORDINANCES (Chapters 30-37)

CHAPTER 32

STANDARDS FOR THE LAND APPLICATION OF SEWAGE SLUDGE

- 32.01 Effective Date.
- 32.02 Notification of County Sanitarian.
- 32.03 Iowa Administrative Code 567-67 adopted.

32.01 Effective Date.

The effective date of this ordinance is June 16, 2020, as adopted by the Warren County Board of Supervisors on June 16, 2020.

32.01 Notification of County Sanitarian.

Any governing agency, entity, or person applying sewage sludge on land in Warren County shall notify the Sanitarian at the Warren County Health Department 14 days prior to application.

32.03 Iowa Administrative Code 567-67 adopted.

Warren County adopts Section 567-67 of the Iowa Administrative Code (2020) in its entirety, and future amendments and revisions, for any governing agency, entity, or person applying sewage sludge on land in Warren County. Provisions of Section 567-67 of the Iowa Administrative Code are enforced by the Iowa Department of Natural Resources.