

Request for Proposal

LIFT STATION PUMP MAINTENANCE SERVICES



REQUEST FOR PROPOSAL

LIFT STATION PUMP MAINTENANCE SERVICES

Issuing Agency:

City of Herculaneum
#1 Parkwood Ct.
Herculaneum, MO 63048

RFP Issue Date: January 21, 2026

Bid Submission Deadline: Friday, January 30, 2026 at 1:30 PM (CST)

Bid Opening: Friday, January 30, 2026 immediately following 1:30 PM deadline
City Hall Board Room

1. PROJECT OVERVIEW

The City of Herculaneum is soliciting sealed bids from qualified contractors to provide annual preventative maintenance services for municipal lift station pumps located within city limits.

1.1 Scope Summary

- **Number of Lift Stations:** 10
- **Total Pumps:** 23 units
- **Pump Specifications:**
 - Horsepower range: 5 HP to 35 HP
 - Power rating: 3-phase power (all units)

2. SUBMISSION REQUIREMENTS

2.1 Bid Identification

All bid submissions must be:

- Clearly labeled "**Lift Station Pump Maintenance**"
- Sealed in an envelope or package
- Delivered as hard copy only (no electronic submissions)

2.2 Submission Address

Submit to:

Kimberly Niehaus, City Clerk
City of Herculaneum
#1 Parkwood Ct.
Herculaneum, MO 63048

2.3 Deadline

Sealed bids must be received no later than **1:30 PM (CST) on Friday, January 30, 2026**. Late submissions will not be accepted.

2.4 Bid Opening

Bids will be opened and publicly read aloud immediately following the 1:30 PM deadline in the Board Room at City Hall. Interested parties are welcome to attend.

3. SCOPE OF SERVICES

A detailed packet containing the complete scope of services, specifications, and requirements is available upon request.

3.1 Obtaining RFP Documents

Contact:

Leonard Kohler
Sewer Department Supervisor
Phone: 314-583-1357
Email: lkohler@cityofherculaneum.gov

Interested bidders are strongly encouraged to obtain and review the full scope of services packet before preparing their proposals.

4. PROPOSAL CONTENT

Bidders should include the following in their sealed proposal:

- Company name, address, and contact information
- Proof of licensure and insurance
- Detailed cost breakdown for annual maintenance services
- Proposed service schedule and timeline
- List of qualifications and relevant experience
- References from similar municipal projects
- Any exceptions or clarifications to the scope of services

5. EVALUATION AND AWARD

5.1 Right to Reject

The City of Herculaneum reserves the right to reject any and all bids received and to accept the bid that, in its judgment, will be in the best interest of the City of Herculaneum.

5.2 Evaluation Criteria

Bids will be evaluated based on:

- Price competitiveness
- Qualifications and experience
- References and past performance
- Proposed service approach and schedule
- Compliance with specifications

6. QUESTIONS AND INQUIRIES

All questions regarding this RFP should be directed to:

Leonard Kohler
Sewer Department Supervisor

Phone: 314-583-1357

Email: lkohler@cityofherculaneum.gov

City of Herculaneum

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