

**Request for Proposals (RFP)**  
**USDA Rural Development Water and Waste Disposal Predevelopment Planning Grants for Engineering Consultant Services**  
**Naco Sanitary District**  
**PO Box 755, Naco, Arizona 85620**  
**Submission Deadline: May 30, 2025**  
**Email Contact: [nacosanitaryoffice@nacosanitary.org](mailto:nacosanitaryoffice@nacosanitary.org)**

**Introduction**

The Naco Sanitary District (NSD), in partnership with the USDA Rural Development Water and Waste Disposal Predevelopment Planning Grants (PPG) program, seeks qualified engineering consultants to conduct an assessment, cost estimates, and recommendations for upgrades to its wastewater treatment system and sewage connections. This grant-funded project aims to improve public health and environmental sustainability in Naco, Arizona. The maximum grant award is \$60,000 - or 75 percent of predevelopment planning costs.

**Background**

The NSD provides essential wastewater services to residents of Naco, Arizona. Aging infrastructure and increasing demand necessitate a comprehensive evaluation to identify necessary upgrades, ensure regulatory compliance, and enhance system efficiency. Funding through the USDA PPG program will support this critical planning phase.

**Scope of Work**

The selected consultant will:

1. Conduct a Site Assessment:
  - Evaluate existing wastewater treatment facilities, collection systems, and sewage connections.
  - Identify deficiencies, capacity limitations, and compliance issues.
2. Develop Recommendations:
  - Propose upgrades for infrastructure, technology, and operational improvements.
  - Prioritize projects based on cost-benefit analysis and community impact.
3. Prepare Cost Estimates:
  - Provide detailed cost projections for design, construction, and implementation.
  - Include timelines and phasing strategies.
4. Deliver a Final Report:
  - Summarize findings, recommendations, and actionable steps for grant application or implementation.

**Eligibility Requirements**

Consultants must:

- Hold an active Federal SAM.gov registration number.
- Be a certified federal contractor with demonstrated experience in wastewater treatment systems and sewage infrastructure.
- Provide evidence of past projects involving USDA grants, rural utilities, or similar federal programs (preferred).

**Submission Requirements**

Interested firms must submit:

1. Cover Letter: Expression of interest and understanding of the project scope.
2. Company Qualifications:
  - SAM.gov registration proof.
  - Federal contractor certification.
  - Resumes of key personnel.
3. Relevant Experience: Examples of 3–5 similar projects (e.g., wastewater treatment plants, USDA or federal funded work).
4. Project Approach: Methodology and timeline for completing the scope of work.
5. Cost Proposal: Fee structure for services rendered.
6. References: Contact information for 3 professional references.

**Evaluation Criteria**

Proposals will be scored based on:

1. Experience with wastewater systems and federal projects (30%).
2. Technical approach and feasibility (25%).
3. Cost-effectiveness (20%).
4. Past performance and references (15%).
5. SAM.gov compliance and federal eligibility (10%).

**Submission Instructions**

**Submit electronic proposals (PDF) to [nacosanitaryoffice@nacosanitary.org](mailto:nacosanitaryoffice@nacosanitary.org) or mail to:**

**Naco Sanitary District**

**Attn: PPG Grant RFP**

**PO Box 755, Naco, Arizona 85620**

**Questions? Contact the NSD at the email above or 520-508-5435.**

**Disclaimer**

The NSD reserves the right to reject proposals, negotiate terms, or cancel this RFP at its discretion. USDA compliance requirements, including environmental and equity regulations, apply.

Naco Sanitary District – Building a Sustainable Future for Rural Arizona