

REQUEST FOR PROPOSALS (RFP)

Equipment Operator Services – 2-man team

RFP Number: H-010726

Issue Date: January 14, 2026

Proposal Due Date: 4pm on January 26, 2026

1. Introduction

The Town of Hermosa is seeking proposals from qualified contractors to provide **equipment operator services** for Sewer and Drain Cleaning, Hydro Excavation, and lift station maintenance. The contractors will operate the town's Vactor truck with Jetter to conduct routine sewer cleaning (step cleaning and pump station cleaning) and maintenance in accordance with the directives of the Town Engineer. The contractors will invoice the town at the rates agreed upon. The contractors will maintain accurate records of all sewer maintenance activities completed Monthly and submitted to the Town Engineer. The contractors must have at least one worker with a current Commercial SD Driver's License (CDL). Second worker must have a valid SD Driver's License.

2. Scope of Work

The selected contractors will be responsible for:

- Operating the town's Vactor truck.
- Performing routine equipment inspections and maintenance checks.
- Transport the truck for scheduled repairs at a designated repair shop.*
- Following all safety protocols and operational guidelines.
- Coordinating with the Town Engineer (for directives) and Town Finance Officer (for payment) to meet quality standards and deadlines, respectively.
- Employment Type: Contract Labor
Hours of Work: As needed, Weekdays or Weekends.
Estimated Hourly Pay per worker: from \$25/hour.
**The Vactor Truck requires the repair of the clutch in the vacuum drive motor currently and will require immediate repair scheduled.*

3. Minimum Qualifications

- Valid SD driver's license and applicable equipment operator certifications and SD Commercial driver's license.
- Minimum 1-2 years of relevant experience.

- Demonstrated safety record and compliance with OSHA standards.
- Both proposed workers must Pass a Criminal Background Check.
- Contractor must provide proof of the following insurance:
 - General Liability insurance protecting against claims resulting from property damage or bodily injury due to the actions of the operator. Additionally, coverage should extend to any environmental damage that may occur, particularly when dealing with hazardous materials. \$1,000,000 per occurrence and \$2,000,000 aggregate is required.
 - Collision insurance coverage protects vehicles in the event of an accident, while cargo insurance safeguards against loss or damage to the materials being transported. \$1,000,000 per accident.
 - Workers' compensation insurance, to protect operators from potential workplace injuries.

4. Proposal Requirements

Proposals must include:

- Company profile and relevant experience.
- List of equipment previously operated and proof of certification.
- Hourly or project-based rate per employee.
- References from at least 2-3 similar projects.

5. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications.
- Cost competitiveness.
- Safety record.
- Availability and responsiveness.

6. Submission Instructions

Submit proposals electronically to: terri@hermosasd.com

Or deliver to: 230 Main Street, Hermosa SD 57744

Deadline: January 26th by 4pm MT.

7. Contact Information

For questions or clarifications, contact:

Anthony Theodorou PE – Town Engineer

(605) 569-3646 | anthony@gotheodorou.com