



205 Summit • Richmond, Missouri 64085

(816) 776-5304 • KC Line (816) 470-3540

Fax (816) 776-8216

REQUEST FOR PROPOSAL

RE: High Service Pump Rehabilitation

The City of Richmond is soliciting proposals from qualified contractors to rehab one High Service Pump per year (3) total for the City of Richmond Water Plant.

The selection of contractor for this project by the City's Staff Screening and Selection Committee will be based on several factors, including but not limited to:

1. Project Approach/Understanding – 20 points
2. Staff Assignments – 20 points
3. Qualifications – 30 points
4. Familiarity with the City of Richmond water plant – 30 points

The selected contractor will be asked to develop a schedule along with a scope and fee for the project.

Interested contractors are asked to submit the following information for the following project:

Scope of Work:

- Top of split case will be taken off and exposed parts inspected for wear and/or replacement.
- Packing needs to be taken out and replaced. Shaft and impeller need to be inspected for wear and installation of new parts (i.e. gaskets or O-rings since the split case will be taken apart).
- If pump requires shaft sleeves to be replaced, that part is on hand and will not need to be included in quote.
- Indicate whether work can be completed within 8 hours on-site.
- If shaft needs to be machined we will need to know. *(Do not include such work in this quote since that level of repair will require further approval.)*
- Scope of work for pump rehab may not be all inclusive. If in your professional opinion something needs to be inspected or parts replaced for this level of inspection and repair, please include this information in your quote.

Questions should be referred to:
or

Dale Shipp, Public Works Director, 816/776-5304, ext. 1122,
Matt Gabel, Chief Plant Operator, 816/776-6511.

Bids should be submitted to:

City of Richmond, High Service Pump Rehab
Saige Mason ,City Clerk
205 Summit Street
Richmond, MO 64085

Qualifications may be e-mailed to cityclerk@cityofrichmondmo.org, hand-delivered, mailed, faxed to 816-776-8216, or personally delivered to the above-referenced address. Closing date is Monday, December 1, 2025, at 3:00 p.m. Notification will be at a later date.

The City of Richmond reserves the right to waive any and all irregularities and to reject any and all bids if such actions are deemed to be in the best interests of the City.

