



**RFQ 17-001:
Request for Quotations On-Call
Water & Sewer System Installation, Repairs &
Replacement**

Competitive Quotations will be received at the City of Powder Springs, City Clerk Office, 4484 Marietta Street, Powder Springs, GA 30127, no later than 12:00 p.m. EDT, Thursday, October 5, 2017. RFQ 17-001 On-Call Water & Sewer System Repairs & Installations will be sent via email, mail & posted to the City's website (www.cityofpowdersprings.org/index.aspx?NID=507). All Bidders must comply with and provide proof of all local, county & state licensing requirements.

Quotations are being received for an annual contract for miscellaneous On-Call Water and Sewer System Repairs & Installation work per the City's time frame. This award may be split and awarded to more than one Contractor. As described in the specifications attached, all Quotation submissions for City of Powder Springs On Call Water and Sewer System Repairs & Installation (RFQ 17-001) must comply with all general and special instructions. The City of Powder Springs reserves the right to accept or reject any or all Quotations and award in the best interest of the City. Contractors must provide current State of Georgia Utility Contractor's license and information about individual licensee(s). Quotations must be delivered to the address listed above no later than the time and date indicated. Quotations may also be emailed to Kaxt@cityofpowdersprings.org with hard copies to follow prior to the deadline. The accepted bid package must be clearly marked with the name of the company and contact information. There is no pre bid meeting scheduled for this Quotation.

QUESTIONS: All questions or request for additional information must reference RFQ 17-001 On-Call Water and Sewer Systems Repair & Installation and must be submitted by email or in writing by 12 noon, October 2, 2017 to:

Michael Anderson, Director
City of Powder Springs - Public Works Department
manderson@cityofpowdersprings.org.

All questions and answers will be sent to all bidders. After the RFQ is issued, no contact will be permitted between bidders and any other City staff members or elected officials, except through the Public Works Director. The phone number for Public Works is 770-943-8010. There will be NO formal bid opening.

GENERAL INSTRUCTIONS

1. All Quotations must be delivered to the City of Powder Springs, City Clerk Office, 4484 Marietta Street, Powder Springs, GA 30127, no later than 12:00 noon, October 5, 2017 as indicated in this Request for Quotation. Any Quotation received after that time will not be considered. Bid opening will occur at 3 pm on October 5, 2017.
2. The City of Powder Springs is a tax exempt Municipal Corporation. No sales tax will be charged on any products or services.
3. The City of Powder Springs reserves the right to waive any and all technicalities, formalities or irregularities. The City may also accept or reject any or all Quotations, and award the bid to the lowest responsive and responsible bidder in the best interest of the City. The City may reject the Quotation of any vendor that has previously failed to perform properly or complete on time, contracts of a similar nature. Quotations by a vendor that, in the sole opinion and discretion of the City of Powder Springs, is not in the position to fulfill the contract may also be rejected.
4. All Quotations must be submitted using the Bid Pricing Form provided. All information regarding bidder name, address, telephone number and contact person must be provided. Bidders must fill in bid prices and other information as indicated, or provide this information in an electronic file (PDF or DOC format) with the template provided in the RFQ.
5. All bidders shall provide appropriate proof of a current and valid occupational license issued by an agency from within the State of Georgia or one of the contiguous United States.
6. Quotations may be withdrawn by written request, provided such withdrawals are received prior to the time and date for submittal of a Quotation.
7. All Quotations must be submitted with one original and two (2) copies.
 - a. *Please Note: We encourage you to save paper. It is not necessary to return this entire document with your response. Please return only the relevant pages on which your company has included a response, along with other required documentation*
8. If a bidder chooses to not submit a Quotation, it is requested that a "NO BID" be submitted stating the reason for the "no bid". For our purposes, it is important that we know why bidders chose to not submit. Any bidder submitting a "no bid" will be recorded as such.
9. Bidders not responding will be recorded as "No Response".

SPECIAL INSTRUCTIONS

1. Scope Reduction Clause

The City of Powder Springs (the "City") reserves the right to reduce or increase the scope of the project if the lowest responsible and responsive contractor's (or multiple contractors') Quotation is higher or lower than our budgeted amount for the project. The City of Powder Springs, at its sole discretion, reserves the right to increase or decrease the scope of work to facilitate an award. This scope reduction clause will be enacted only if it is in the best interest of the City and constitutes no guarantee of scope.

2. Additional Work

The City of Powder Springs reserves the right to add to the contract any future work, with the agreement of the contractor, at prices offered in this Quotation. This option will be enacted during the contract or within twelve months of the end of the contract, if in the best interest of the City, and with agreement of the contractor ("Contractor").

3. Insurance Requirements

All Quotations submitted must be accompanied by a Certificate of Insurance in compliance with the minimum requirements of the State of Georgia to include worker's compensation. Upon Bid Award, Contractor shall present a Certificate naming the City of Powder Springs as Additional Insured. Contractor shall be responsible for all injuries or damages of any kind resulting from his work, to persons or property. The minimum insurance requirements are as follows:

- a. Commercial General Liability Coverage for personal injury and/or property damage with a minimum limit of \$1,000,000 per occurrence.
- b. Commercial Excess Umbrella for liability for bodily injury and/or property: damage and in excess over other coverage in an amount of at least \$2,000,000 combined single limit.
- c. Worker's Compensation and Employers Liability - Statutory coverage at a minimum of \$500,000 per accident.
- d. Each policy shall contain an endorsement that, in the event of change or cancellation, a thirty (30) days prior written notice must be sent by mail to the City.

4. Indemnification

Contractor shall assume the obligation to indemnify and hold harmless the City, its officers, employees, engineers, associates, agents, subcontractors and representatives from and against any and all claims, damages, suits, fees, judgments, costs, expenses (including attorneys' fees), liability or payment arising out of, or through, injury to any person or persons including

death and loss of services, or damage to property, suffered through any cause whatsoever in the work involved in the contract and to defend on their behalf any suit brought against them arising from such cause. Any and all damages and costs associated with and to pedestrians, vehicles, buildings, etc. are the sole responsibility of Contractor. The City may review any disputes and the City's decision shall be final.

5. Georgia Security and Immigration Compliance

In compliance with the Georgia Security and Immigration Compliance act of 2006 Act 457, Section 2 of Senate Bill 529, Chapter 300-10-1 (O.C.G.A. 13-10-91), all contractors must comply with the above mentioned State of Georgia regulations by completing the provided affidavits relative to contractor and subcontractor stating affirmatively that the contractor and any subcontractors are registered and participating in a federal work authorization program. All applicable affidavits have been included with this RFP and must be signed and provided with the Quotation submission.

6. Personnel

Contractor shall only hire and employ individuals performing services hereunder with suitable training, experience and skills to perform the services and the position to which such individual is assigned. Contractor shall, at its expense, conduct (or cause to be conducted), in compliance with all applicable laws, the following checks on each individual performing services hereunder:

- a. Background check, including the: (i) name and all names used in the previous seven years, (ii) date of birth, (iii) city, state, and country of birth, and (iv) passport number (if one is held) and issuing country, issue date and expiration date;
- b. Criminal checks; and
- c. Drug testing.

At the City's request, and to the extent permitted by law, Contractor shall provide copies of such checks with respect to any individual performing services hereunder, and the City shall comply with the law with respect to the use, retention, disposal and confidentiality of such information. With respect to any individual performing services hereunder that the City believes is (a) not conducting him or herself in accordance with the applicable code of conduct as provided to Contractor by the City from time to time, (b) improperly providing the services, (c) engaged in conduct that is criminal, fraudulent or likely to cause harm to the City's employees or property or (d) not adequately complying with the terms of the service contract, Contractor shall, upon the City's request, as soon as reasonably practicable: (i) if applicable, terminate such individual's access to City property, and (ii) remove such individual of his or her responsibility of providing services to the City.

7. Ordinances and Regulations

Selected contractor(s) must comply with all pertinent federal, state and local ordinances and regulations. Contractor shall adhere to all City of Powder Springs ordinances pertaining to the work performed as found at <http://library.municode.com/index.aspx?clientID=12469&stateID=10&stateName=Georgia> and <http://www.cityofpowdersprings.org/index.aspx?NID=266> where services per this contract are provided.

8. Default and Termination

- a. **Default** - The City may on thirty (30) days notice to the Contractor terminate the service contract, and without prejudice to any other remedy it may have, when the Contractor materially defaults in the performance of any provision of this specification, or materially fails to carry out the work in accordance with the provisions of the service contract. Default by the Contractor will include, but is not limited to, the following:
 - i. Failure by the selected firm to provide service in accordance with the specifications.
 - ii. Contractor fails to continually perform the service for three (3) consecutive business days during the term hereof for reasons other than a force majeure event.
 - iii. Insolvency or filing of a voluntary or involuntary petition in bankruptcy court by the Contractor.
 - iv. Commencement of a foreclosure proceeding of a lien against the facility or its conveyance in lieu of foreclosure.
 - v. Contractor fails to cure any other breach of default in the performance of its duties or obligations set forth in the contract within five (5) days of receipt by Contractor of written notice of such breach or default.
- b. **Termination** - The City may terminate the contract, for convenience purposes, upon sixty (60) days written notice. Upon any termination of the contract, the Contractor shall, unless notified in writing otherwise, take all reasonable precautions to complete the work in progress and to minimize the expenses of the City incident to such termination and the completion of the work. Thereafter, the Contractor shall promptly discontinue the work. The City will pay the Contractor all monies owed for work completed.
- c. **Termination Assistance Services** - If requested by the City, Contractor shall provide the City with such assistance as may be required to transition the provision of the services from Contractor to a successor service provider without interruption to, or degradation of, the services, including, without limitation, continued

provision of the services and any additional services as are reasonably requested by the City.

9. Required Submissions

- a. All Quotations must be submitted with one original and two (2) copies. All copies must contain all required bid pricing forms, acknowledgements, the affidavits of compliance with the Georgia Security and Immigration Act, verification of any required bid bonds and the bond check, a current occupational/business license, a current State of Georgia Utility Contractor license and a current and valid Certificate of Insurance showing the minimum insurance coverage as specified above.
- b. On the Vendor Questionnaire and Reference Forms provided in this RFQ, all bidders must provide a minimum of three (3) business and/or government references to the City of Powder Springs for which a project similar to the scope of this project was completed within the last three (3) years. This listing shall include names, addresses, telephone numbers and email addresses of the business/government official project manager.

BID SPECIFICATIONS & PRICING FORM

RFQ 17-001, Water & Sewer System Installation, Repair & Replacements

The City of Powder Springs is requesting unit pricing in order to contract with a sole or dual contractor for the installation, repair & replacements of the City of Powder Springs Water & Sewer System.

Unit pricing shall include labor & materials costs including excavation, backfill and compaction. Pricing is in four parts below. **Contractor must be able to respond within one day notice to proceed.**

Company: _____

Address: _____

Contact: _____ Phone: _____

Email: _____

The _____ Company submits the following bid Line Item Pricing for RFQ 17- Water and Sewer System Installations as specifications section above.

PART I WATER

Pricing Section I-1: Water Main Taps

All water taps are wet using MJ tapping sleeve and M&H gate valve.

1. 6"x6" wet tap @ _____
2. 8"x6" wet tap @ _____
3. 8"x8" wet tap @ _____
4. 10"x6" wet tap @ _____
5. 10"x8" wet tap @ _____
6. 12"x6" wet tap @ _____
7. 12"x8" wet tap @ _____

Pricing Section I-2: Meter Set ¾" or 1"

Includes tap up to 50' copper (type K) and meter box set at grade:

Tap, corporation stop, curb stop @ _____ Each

Pricing Section I-3: Water Main Installation

All water main piping is ductile iron, class 51.

1. ¾" water service _____ long side
2. ¾" water service _____ short side
3. 1" water service _____ long side
4. 1" water service _____ short side
5. 1.5" water service _____ long side
6. 1.5" water service _____ short side
7. 2" water service _____ long side
8. 2" water service _____ short side
9. 3" @ _____ LF @ 4'-6' depth
10. 4" @ _____ LF @ 4'-6' depth
11. 6" @ _____ LF @ 4'-6' depth
12. 8" @ _____ LF @ 4'-6' depth
13. 10" @ _____ LF @ 4'-6' depth
14. 12" @ _____ LF @ 4'-6' depth

Pricing Section I-4: Water Main Abandonment

1. 2 inch _____ each
2. 4 inch _____ each
3. 6 inch _____ each
4. 8 inch _____ each
5. 10 inch _____ each

Pricing Section I-5: Water Main Casing – 0.250 w.t. bores

1. 12" steel casing bore @ _____ LF
2. 16" steel casing bore @ _____ LF
3. 20" steel casing bore @ _____ LF
4. 24" steel casing bore @ _____ LF

Pricing Section I-6: Free Bore

1. 6" _____ LF
2. 8" _____ LF
3. 10" _____ LF
4. 12" _____ LF

Pricing Section I-7: Neptune water meter installation with bypass and OS&Y Valve, each side, radio read and precast Doghouse Meter Vault with 3x3 aluminum cast in hatch, recessed pad lockable.

1. 4"x2" meter with 4" bypass @ _____
2. 6"x3" meter with 6" bypass @ _____
3. 8"x4" meter with 6" bypass @ _____
4. 8"x6" meter with 6" bypass @ _____

5. 10"x6" meter with 8" bypass @ _____
6. 10"x12" meter with 10" bypass @ _____

Pricing Section I-8: Ames Double Check Detector Check Valves w/ OS&Y Valves each side with radio read and pre-cast Oldcastle Doghouse Meter Vault w/3x3 aluminum cast in hatch, recessed pad lockable.

1. 3" Ames Model 3000 @ _____
2. 4" Ames Model 3000 @ _____
3. 6" Ames Model 3000 @ _____
4. 8" Ames Model 3000 @ _____
5. 10" Ames Model 3000 @ _____

Pricing Section I-9: Fire Hydrant installation complete barrel, lead, hydrant, anchor couplings & thrust blocks

1. M&H 3 way 6" @ _____

Pricing Section I-10: Saw Cuts

1. Asphalt Saw Cut @ _____ LF
2. Concrete Saw Cut @ _____ LF
3. Haul off @ _____ CY

Pricing Section I-11: Miscellaneous

1. Changes in direction (bends including thrust blocks) @ _____ EA
2. Line valves M&H @ _____ 6", _____ 8",
_____ 10", _____ 12"
3. Reducers @ _____ 6"x8", _____ 8"x10", _____ 10"x12"
4. Solid Sleeve @ _____ 6", _____ 8", _____ 10", _____ 12"

5. Grade Locks @ _____ 6", _____ 8", _____ 10", _____ 12"
6. Threaded Rod @ _____ LF
7. Chlorinate & Flush water main _____ each
8. Water Main Tie In _____ each
9. Traffic Control _____ each

PART II SEWER MAIN INSTALLATION

Pricing Section II-1: Sewer Main Installation

All sewer main piping is plastic, SDR 35 (PVC) and ductile iron, class 50

1. 6" DIP 0'-6' depth @ _____ LF
2. 6" DIP 6'-8' depth @ _____ LF
3. 6" DIP 8'-10' depth @ _____ LF
4. 6" DIP 10'-12' depth @ _____ LF
5. 6" DIP 12'-14' depth @ _____ LF
6. 6" DIP 14'-16' depth @ _____ LF
7. 6" DIP 16'-18' depth @ _____ LF
8. 6" DIP 18'-20' depth @ _____ LF
9. 6" DIP 20'-24' depth @ _____ LF
10. 6" PVC 0'-6' depth @ _____ LF
11. 6" PVC 6'-8' depth @ _____ LF
12. 6" PVC 8'-10' depth @ _____ LF
13. 6" PVC 10'-12' depth @ _____ LF

- 14.6" PVC 12'-14' depth @ _____ LF
- 15.6" PVC 14'-16' depth @ _____ LF
- 16.8" DIP 0'-6' depth @ _____ LF
- 17.8" DIP 6'-8' depth @ _____ LF
- 18.8" DIP 8'-10' depth @ _____ LF
- 19.8" DIP 10'-12' depth @ _____ LF
- 20.8" DIP 12'-14' depth @ _____ LF
- 21.8" DIP 14'-16' depth @ _____ LF
- 22.8" DIP 16'-18' depth @ _____ LF
- 23.8" DIP 18'-20' depth @ _____ LF
- 24.8" DIP 20'-24' depth @ _____ LF
- 25.8" PVC 0'-6' depth @ _____ LF
- 26.8" PVC 6'-8' depth @ _____ LF
- 27.8" PVC 8'-10' depth @ _____ LF
- 28.8" PVC 10'-12' depth @ _____ LF
- 29.8" PVC 12'-14' depth @ _____ LF
- 30.8" PVC 14'-16' depth @ _____ LF
- 31.8" PVC 16'-18' depth @ _____ LF

Pricing Section II-2: Manhole installations

- 1. Standard Manhole 0'-6' depth @ _____ VF
- 2. Extra depth Manhole 6'-12' @ _____ VF
- 3. Extra depth Manhole 12+' @ _____ VF
- 4. Connection to existing Manhole @ _____ EA

- 5. Connection Invert & Table @ _____ EA
- 6. Frame and Cover @ _____ EA
- 7. Water Tile Frame & Cover @ _____ EA

Pricing Section II-3: Sewer Tap Replacements based on a 25' lay length from main to R/W with 6" cleanout

- 1. 6" 0'-4' depth @ _____ / LF
- 2. 6" 4'-6' depth @ _____ / LF
- 3. 6" 6'-8' depth @ _____ / LF
- 4. 6" 8'-10' depth @ _____ / LF
- 5. 6" 10'-12' depth @ _____ / LF
- 6. 6" 12'-14' depth @ _____ / LF
- 7. 6" 14'-16' depth @ _____ / LF
- 8. 6" 16'-18' depth @ _____ / LF
- 9. 6" 18'-20' depth @ _____ / LF
- 10. 6" 20'-24' depth @ _____ / LF

Pricing Section II-4: Sewer Main point repair maximum 6' repair length

- 1. 0'-4' depth @ _____ each
- 2. 4'-6' depth @ _____ each
- 3. 6'-8' depth @ _____ each
- 4. 8'-10' depth @ _____ each
- 5. 10'-12' depth @ _____ each
- 6. 12'-14' depth @ _____ each
- 7. 14'-16' depth @ _____ each

8. 16'-18' depth @ _____ each

9. 18'-20' depth @ _____ each

10. 20'-24' depth @ _____ each

Pricing Section II-5: Contractor's hourly rate based on one piece of equipment, one truck and minimum of 3 employees @ _____ / hour

Pricing Section II-6: Water valves – grass area

1. Adjust to grade @ _____ each

Pricing Section II-7: Water valves – pavement/concrete area

1. Adjust to grade @ _____ each

Pricing Section II-8: Manhole ring & cover grass area

1. Adjust to grade @ _____ each

Pricing Section II-9: Manhole ring & cover pavement/concrete area

1. Adjust to grade @ _____ each

PART III Roadway Patch

8 inches GAB, 6 inches Concrete,
Trench Cap 1 foot larger than ditch in all directions
Tack Coat 2 inches Type E or F Asphalt
_____ / SF

PART IV Concrete Curb & Gutter

1. 24 inches GDOT Type 2 curb/gutter _____ LF

2. 24 inches GDOT Type 7 curb/gutter _____ LF

PART V Sidewalk

1. 4 inches thick @ _____ SF
2. ADA ramp, 5' wide @ _____ each

Contractor must provide current State of Georgia Utility Contractors License copy and the Individual's name that holds that license and their position with the company.

Contractor must be able to respond within one day notice to proceed.

Prices shall remain firm for a minimum period of one (1) year from date of award of business. After one year, any price increases must be submitted for consideration and approval by the City prior to any changes.

Submitted by: _____

Printed Name: _____

Title: _____

Date: _____

Please complete and submit the Acknowledgement below:

ACKNOWLEDGEMENTS

_____ We acknowledge that we take no exceptions to the specifications

OR

_____ We acknowledge that we do take exceptions to the specifications and an itemized list of exceptions is attached.

_____ We acknowledge that we have read and signed the Contractor & Subcontractor Affidavits.

_____ We acknowledge that we can commence work within ONE (1) day following the notice of projects required by the City.

_____ We acknowledge that services will be performed based on the City's required time frame.

Company Name

Signature

Printed Name

Title

Date

**City of Powder Springs, Georgia
CONTRACTOR AFFIDAVIT AND AGREEMENT**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation contracting with the City of Powder Springs has registered with and is participating in a federal work authorization program. As of the effective date of 13-10-91, the applicable federal work authorization programs (any of the electronic verification information of newly hired employees, pursuant to the Immigration Reform & Control Act of 1986 (IRCA) P.L.99-603) ; in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91. "EEV/Basic Rule Pilot Program" is operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Powder Springs, contractor will secure from such contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Powder Springs at the time the subcontractor(s) is retained to provide the service.

EEV/Basic Pilot Program User Identification Number

By: Authorized Officer or Agent

Date

Title of Authorized Office or Agent

Subscribed and sworn before me on this, the _____
day of _____, 2013

Notary Public: _____

My commission expires: _____

**City of Powder Springs, Georgia
SUB CONTRACTOR AFFIDAVIT AND AGREEMENT**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation contracting with the City of Powder Springs has registered with and is participating in a federal work authorization program. As of the effective date of 13-10-91, the applicable federal work authorization programs (any of the electronic verification information of newly hired employees, pursuant to the Immigration Reform & Control Act of 1986 (IRCA) P.L.99-603) ; in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91. "EEV/Basic Rule Pilot Program" is operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration.

EEV/Basic Pilot Program User Identification Number

By: Authorized Officer or Agent of Subcontractor

Date

Title of Authorized Office or Agent of Subcontractor

Subscribed and sworn before me on this, the _____
day of _____, 2013

Notary Public: _____

My commission expires: _____

**City of Powder Springs, Georgia
RFQ 17-001**

WATER & SEWER SYSTEMS VENDOR QUESTIONNAIRE

Questionnaire must be completed by ALL vendors and returned with Quotation responses. Any additional pages provided should be clearly labeled.

1. How long have you been in business?

2. Give us background information on your company, including the number of employees available to service the City of Powder Springs, the closest office location, as well as any financial ratings and reports available. Separate attachments are acceptable, but please label them clearly.

- a. How many employees are available to service the City?

- b. Please provide the name and address of your local office:

3. Have you done similar business with other municipal agencies in the past three (3) years?

Yes _____ No _____

If yes, please list agency and volume of business:

City of Powder Springs, Georgia
WATER & SEWER SYSTEMS VENDOR QUESTIONNAIRE
Client Reference Sheet

References must be provided by ALL responding vendors using the form below. It is the vendor's responsibility to provide complete and accurate reference information on the form below, including email addresses.

1. _____
Company/Municipality

Address, City, State, Zip Code

Name of Contact Person Telephone Number

Email Address

Type of Project, Date Range of Work Completed

2. _____
Company/Municipality

Address, City, State, Zip Code

Name of Contact Person Telephone Number

Email Address

Type of Project, Date Range of Work Completed

3. _____
Company/Municipality

Address, City, State, Zip Code

Name of Contact Person Telephone Number

Email Address

Type of Project, Date Range of Work Completed