

THE MATTABASSETT DISTRICT
NEW BRITAIN - BERLIN - CROMWELL - MIDDLETOWN
REGIONAL SEWER AUTHORITY

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EXECUTIVE DIRECTOR

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February 23, 2017

INVITATION TO BID
Bid Contract 2018 -7

Sealed Bids will be received at the office of the Executive Director of The Mattabasset District Water Pollution Control Facility, Cromwell, Connecticut, until **2:30 PM on Wednesday, March 15, 2017**, for:

**ON-CALL SCHEDULED AND EMERGENCY EXCAVATION AND PIPING
REPAIR SERVICES**

This bid includes the furnishing of materials, labor, equipment, and supplies necessary to provide on-call scheduled and emergency excavations and piping repair services for The Mattabasset District's on-site water, process, and sanitary sewer lines, from March 31, 2017 to June 30, 2020.

The bid forms, contract terms, and specifications are available at The Mattabasset District's offices, 245 Main Street, Cromwell, Connecticut, and are also available electronically on our website at www.mattabassettdistrict.org. Questions regarding this bid may be directed to Melissa Lancia, Office Supervisor at 860-635-5550, extension 200.

The Board of Directors of The Mattabasset District reserves the right to reject any or all bids and to accept any bid all in its sole discretion.

By order of
The Mattabasset District


Arthur G. Simonian, P.E.
Executive Director

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**THE MATTABASSETT DISTRICT
BID PROPOSAL FOR
ON-CALL SCHEDULED AND EMERGENCY
EXCAVATION AND PIPING REPAIR SERVICES**

The undersigned hereby proposes to furnish The Mattabasset District, located at 245 Main Street, Cromwell, Connecticut, with on-call scheduled and emergency excavation and piping repair services on a time and materials basis in accordance with the rates and prices provided below when the services are requested.

Item 1- Scheduled Work during Normal Business Hours: The total hourly rate for scheduled work performed during normal business hours, which are Monday through Friday between 7:00 AM and 5:00 PM, shall be:

_____ per hour (\$ _____ per hour)
Written Figures

Item 2- Emergency Work during Normal Business Hours: The total hourly rate for emergency work performed during normal business hours, which are Monday through Friday between 7:00 AM and 5:00 PM, shall be:

_____ per hour (\$ _____ per hour)
Written Figures

Item 3 – Emergency Work during Sundays and Holidays: The total hourly rate for emergency work performed on a Sunday, New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas, Christmas Eve (after 12 Noon), or New Year’s Eve (after 6 PM) shall be:

_____ per hour (\$ _____ per hour)
Written Figures

Item 4 – Emergency Work during Saturday and Evening Hours: The total hourly rate for emergency work performed during hours not already covered in Bid Items 1 and 2 shall be:

_____ per hour (\$ _____ per hour)
Written Figures

Name of Bidder _____

**THE MATTABASSETT DISTRICT
BID PROPOSAL FOR
ON-CALL SCHEDULED AND EMERGENCY EXCAVATION
AND PIPING REPAIR SERVICES**

(Continued)

Item 5 - Minimum Call-in Time: The minimum number of hours that will be billed for emergency excavation and piping repair services for each emergency call-in shall be:

_____ hours (_____ hours)

Written Figures

Item 6 – Pavement Restoration: The lump sum cost to mobilize and repave up to 80 square feet of pavement in accordance with the specifications (on a non-emergency basis) shall be:

_____ dollars (\$_____.)

Written Figures

Item 7 – Additional Pavement Restoration Unit Price: The unit price for each additional square foot of pavement restoration (beyond the 80 square feet covered in Item 5) shall be:

_____ dollars per square foot (\$_____ /sq ft.)

Written Figures

Item 8 – Additional Equipment and Materials: In the event that additional equipment or materials are required to complete the emergency excavation and piping repairs due to the circumstances specified in the technical specifications, then the appropriate equipment and materials will be provided. The types of additional equipment and materials that may be needed (along with the additional charges) are listed on the attached sheet. **(Please attach a list with appropriate rates for each item of equipment).**

ALL PRICES PROVIDED ABOVE ARE ALLOWED A 3% ANNUAL INFLATION (CP INDEX) ADJUSTMENT MADE ON JULY 1, 2018, AND JULY 1, 2019

Name of Bidder _____

**THE MATTABASSETT DISTRICT
BID PROPOSAL FOR
ON-CALL SCHEDULED AND EMERGENCY EXCAVATION
AND PIPING REPAIR SERVICES
(Continued)**

The undersigned acknowledges the following:

- The rates in this bid proposal are valid until June 30, 2018, and adjusted annually thereafter. The District may extend the Contract period beyond the expiration with annual adjustments as provided in the documents.
- The District may award the Contract to more than one bidder based on specific expertise and availability regardless of pricing provided.
- The rates in Items 1 through 6 of this bid proposal include all necessary labor, equipment and materials to perform the work as outlined in the specifications.
- Payment shall be based on time spent on-site doing work.
- For the purpose of evaluating the bids, two mobilizations will be considered with 4 hours of work under Bid Item 1, 4 hours of work under Bid Item 2, 4 hours of work under Bid Item 3, and one mobilization to restore 150 square feet of pavement. Equipment rates in Bid Item 7 will also be considered.

The undersigned acknowledges receipt of the following ADDENDA:

ADDENDUM # _____ DATE _____
ADDENDUM # _____ DATE _____

Name of Bidder _____
Business Address _____

Business Telephone _____
Business Fax _____
Bidder's Signature _____
Print Name _____
Title _____
Date _____

BIDDERS QUALIFICATIONS STATEMENT

The Bidder shall answer all of the following questions, as part of the BID, so that The District can judge the Bidder's ability, experience, and facilities for providing the proposed services. Attach additional sheets to this page if necessary. Indicate here how many additional pages are attached: _____ pages.

1. Name of the Bidder : _____

2. Tax Identification Number: _____

3. What year was the company organized/formed? _____

4. How many years have you been engaged in business under the present firm or trade name?

5. How many years have you been providing the equipment or service required in this Bid?____

6. Does your company comply with the Immigration and Nationality Act regulations and do you employ only properly documented workers? _____

7. To what extent can you guarantee that your company will be able to respond to an Emergency Excavation and Piping Repair Services request at anytime of the day, week, or year?

8. List the location that you will mobilize from _____

9. List the labor, equipment, and materials that will be mobilized under Bids Items 1, 2, 3, & 4:

BIDDERS QUALIFICATIONS STATEMENT
(Continued)

10. What equipment would your company have to obtain from other sources to complete an Emergency Excavation and Piping Repair Services if the pipe to be repaired was buried more than six feet deep, was located under a concrete slab, or was a gravity sewer line and required bypass pumping: (Attached additional sheets, if necessary)_____

11. List in the spaces provided below, up to three (3) references that your present organization currently (or within the past two years) has performed similar work.

Company Name	Contact Name	Phone Number	Nature of Work

End of Bid Proposal

TECHNICAL SPECIFICATIONS

A. GENERAL

The Mattabassett District (The District) operates a regional wastewater treatment facility and from time to time has the need for a Contractor to provide equipment and labor on an a scheduled and emergency basis to excavate and repair underground water, sewer, process piping, electrical, signal and control wiring, located in both paved areas and grass areas, and under concrete pads, ramps and sidewalks. The depth of the various pipes and conduits, vary between 4 feet to just over 20-feet. The Contractor may review as-built drawings upon request to determine exact location of the various underground piping. The types of repairs, type of pipe and diameter of pipe are as follows:

- Repair underground 6-inch, 8-inch and 12-inch DI and 10-inch Cast Iron pipe potable water main, and 1-inch copper or HDPE water service.
- Repair underground 10-inch, 12-inch, and 16-inch DI service water line, and 1-1/2 inch to 2-inch copper or HDPE service water line. Service water is treated plant effluent.
- Repair underground 8-inch, 20-inch, and 24-inch, DI process piping; and 60-inch, 72-inch and 96-inch PCCP Process Piping. Process piping could contain sewage sludge, grease, scum, and ash slurry.
- Repair underground 3-inch, 4-inch, 6-inch, 8-inch and 12-inch PVC gravity sanitary sewer and drain lines.
- Repair underground 15-inch, 18-inch, 24-inch, and 30-inch RCP; and 12-inch, 15-inch, 18-inch, 24-inch and 30-inch CPE storm sewer piping.
- Repair underground piping located in grass areas include ¾-inch to 2-inch PVC conduit for electrical, communication and signal & control wiring.
- Repair underground 6-inch, 24-inch, 30-inch, and 36-inch DI force mains.
- Repair underground 24-inch FRP warm air duct.
- Repair underground 1-1/2 – inch double walled flexible plastic pipe for fuel storage tanks
- Repair underground 2-inch, 6-inch and 12-inch PVC carrier or direct buried chemical lines.

B. SCOPE OF WORK – BID ITEMS 2 THROUGH 5

The Contractor's Scope of Work under Bid Items 2 through 5 shall be based on the Contractor providing, at a minimum, the following services.

- Provide to The District, a 24 hour a day, 7 day a week, 365 day a year contact number where the contractor may be reached directly or indirectly. Return any emergency call within 30 minutes.
- Respond to The District's site in a timely manner (within one hour of The District's initial call) with the appropriate equipment and personnel to do the work. Unless specified at the time of the request, the Contractor shall mobilize to The District with all equipment necessary to excavate to and repair piping buried up to 6 feet deep within an asphalt paved, gravel, or grassed area. The equipment and personnel must include, but not be limited to, the following:
 - A minimum of three personnel (driver, operator, and pipe fitter).
 - Equipment (truck, trailer, backhoe, mud pump, and trench box).
 - Material (marking tape).
- If necessary, assist The District in the following:
 - Laying of hose to bypass the leak area.
 - Shutting or isolating the piping in the leak area.
 - Obtaining the necessary parts for the bypass or the repair.
- Remove pavement, top soil, or gravel (as appropriate) in the repair area.
- Excavate the area to identify the leak. Buried gas lines and electrical lines may be located in the vicinity of water and process lines to be repaired under this contract. Be aware of and protect existing utilities. Hand digging may be required.
- Install temporary shoring of the excavation walls if required. Meet all appropriate safety requirements.
- Pump out the excavation.
- Repair the pipe.
- Backfill the excavation.
- Provide and install the appropriate type of "Buried Utility Marking Tape" over the pipe at the appropriate depths when backfilling.
- If the area disturbed was paved, then compact the soil while backfilling and then provide and place a 16" layer of processed gravel over the excavation to create a temporary roadway.
- Restore the surface of the excavation.

C. SCOPE OF WORK – BID ITEMS 6 AND 7

The Contractor's Scope of Work under Bid Items 6 and 7 shall be based on the Contractor returning to the site after the disturbed area has settled and then excavating, grading, and paving the disturbed areas. The paving shall be done on a non-emergency basis during the normal paving season. The cost of the gravel placed in the original excavation shall also be included in this item.

- Remove gravel in the repair area to the appropriate depth. Grade and compact the gravel.
- Sawcut and treat all existing pavement edges.
- Install two layers of asphalt (binder and top course) to match existing road grades. Each asphalt layer shall be a minimum of 2" thick and meet appropriate standards.

D. SCOPE OF WORK – BID ITEM 8

In certain circumstances, it may be necessary for the Contractor to mobilize additional equipment to the site (at an additional cost to The District) to complete the repair work. The District will recognize the following as circumstances that may require mobilization of additional equipment:

- The piping to be repaired is buried at a depth greater than six feet.
- The removal of large concrete slabs over the repair area.
- Pumping equipment is required to bypass the repair area such as in the case of a gravity sewer repair. In this case, the Contractor shall provide all necessary equipment (pumps, hoses, fuel, devices divert flow in manholes, etc.) to bypass the leaking pipe from manhole to manhole. Bypass pumping rates will vary depending on the pipe location but should be less than 300 gallons per minute which is equivalent to about 0.4 million gallons per day.

E. THE DISTRICT RESPONSIBILITIES

The District will only be responsible for the following:

- Notify Call-Before-You-Dig regarding the need for an Emergency Excavation.
- Providing the Contractor with on-site underground utility information to the extent that it is available.
- Providing the appropriate tools to shut off (and if possible isolate) the leaking pipe.

- Providing, installing, and operating the necessary hose and fittings to bypass the leaking pressure pipe so that critical plant operations can continue while the emergency repairs are being made. This will be done using existing fire hydrant connections and building spigot connections. The District's personnel will not enter the excavation.
- Providing the Contractor with the appropriate pipe repair fitting(s).
- Placing the line back into service and purging air from the line.

F. TERMS

The District has no obligation to provide any work to the Contractor pursuant to this invitation to Bid and Bid Proposal.

If the Contractor does not answer The District's initial emergency notice or mobilize to The District's site within the times specified, then The District has no obligation to pay The Contractor for showing up at the site and The District may call another Contractor to complete the work.

The District has the right to extend this Contract with the successful bidder.

End of Technical Specifications

GENERAL STIPULATIONS

Bidders are required to submit proposals on the attached form, and any conditions or alterations of the form shall be considered as irregular and grounds for rejection of the Bid proposal. Prices bid shall be exclusive of all taxes not applicable to municipalities. Photocopies of tax exemption certifications shall be furnished to the bidder upon request.

Bids must be signed with the name of the person, persons, firm, or company proposing to furnish the services. The Bidder shall sign the proposal correctly. If the proposal is made by an individual, its name and address must be shown; if by a firm or partnership, the name and address of each member of the firm or partnership must be shown. If by a corporation, the proposal must show the name of the State under the laws of which the corporation was chartered and the name and title of the officer(s) having authority under the by-laws to sign contracts. Anyone signing a proposal as agent shall file with it legal evidence of its authority to do so.

Bids must be submitted in a sealed envelope with the outside of the envelope clearly marked "SEALED BID – *ON-CALL SCHEDULED AND EMERGENCY EXCAVATION AND PIPING REPAIR SERVICES, March 15, 2017, 2:30 PM*". Bids must give the prices proposed both in words and figures. In the event of any discrepancy between the written amounts and the figures, the written amounts shall govern.

Site visits are to be arranged through the District Engineer. The Contractor represents that it has visited the site of the proposed work and fully acquainted itself with the existing conditions there relating to construction, safety and labor, and has fully informed himself as to the difficulties and restrictions attending the performance of the Contract. The Contractor represents that the Bid prices cover all expenses incurred in providing the work, including but not limited to furnishing all labor, materials, equipment, supplies, and anything else required or necessary in order to provide the specified services in accordance with the specifications and within the time set forth.

The Mattabassett District (The District) reserves the right to award any bid, to reject any and all bids, and to waive any informality in bids when it appears to be in The District's best interest to do so. If the contract is awarded, it will be awarded by The District to a qualified, responsive Bidder who has demonstrated experience in the type(s) of specific Work required by this Contract and who: 1) Has adequate resources or the ability to obtain such resources as required during performance of the Contract. 2) Has a satisfactory record of performance. 3) Is otherwise qualified and eligible to receive an award under applicable laws and regulations.

If The District awards work based on this Bid, then The District will issue a

purchase order for a project to the successful bidder. The date of the purchase order shall be the date of the Contract. The Contract Documents (sometimes referred to as the "Contract") shall consist of the Invitation to Bid, Signed Copy of Bid Proposal (B Series Pages), Addenda (if any), Technical Specifications (TS Series Pages), General Stipulations (GS Series Pages), and the Purchase Order.

The Contractor agrees and accepts as a condition of any contract awarded from this Invitation to Bid, The District's right to terminate this contract for any reason whatsoever. Such termination shall be issued by The District in writing to the Contractor and shall be sent by certified mail, return receipt requested.

The Contractor shall purchase and maintain such insurance as will protect it from claims under workers' compensation laws, from claims under automobile liability laws, from claims insured by personal injury liability coverage, and from claims for injury to or destruction of tangible property. This insurance shall name The Mattabassett District as an additional insured party and include the following limits. The Contractor shall agree to maintain in force at all times during which services are to be performed the following coverages placed with companies licensed by the State of Connecticut which have at least an "A-" VIII policy holders rating according to Best Publication's latest edition Key Rating Guide.

		(Minimum Limits)
General Liability*	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations	\$2,000,000
	Aggregate	
Auto Liability*	Combined Single Limit	
	Each Accident	\$1,000,000
Umbrella* (Excess Liability)	Each Occurrence	\$3,000,000
	Aggregate	\$3,000,000
Pollution Liability	Each Occurrence	\$3,000,000
	Aggregate	\$3,000,000

*The Mattabassett District shall be named as "Additional Insured". Coverage is to be provided on a primary, noncontributory basis.

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of (2) two years from the completion date of the work performed. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period claims for the policy in effect during the contract for two (2) years from the completion date of the work performed.

Workers' Compensation and WC Statutory Limits		
Employers' Liability	EL Each Accident	\$ 500,000
	EL Disease Each Employee	\$ 500,000
	EL Disease Policy Limit	\$ 500,000

Original, completed Certificates of Insurance must be presented to the District Engineer prior to the start of work. The Contractor agrees to provide replacement/renewal certificates at least 60 days prior to the expiration of the policy. Should any of the above described policies be cancelled before the expiration date, written notice must be made to the District 30 days prior to cancellation.

At all times throughout the duration of the Contract, the Contractor(s) shall, to the extent allowed by law, indemnify and save harmless The District, and its officers, agents and employees, against any and all damages to property or injuries to or death of any person or persons, including property and employees or agents of The District.

The Contractor(s) shall defend, indemnify and save harmless The District from any and all claims, demands, suits, actions or proceedings of any kind or nature including workmen's compensation claims of or by anyone whomsoever in any way resulting from or arising out of the operations in connection herewith, including operations of subcontractors and acts or omissions of employees or agents of the Contractor or its subcontractors. Insurance coverage specified herein and in any special conditions constitutes the minimum requirements and said requirements shall in no way lessen or limit the liability of Contractor under the terms of the Contract.

The Contractor acknowledges and accepts as a condition of this Contract that the Contractor's and the significant subcontractors' insurances shall be the primary insurance with respect to The District (and their employees and agents). Any insurance and/or self-insurance maintained by The District (its officers, employees, or agents) shall be in excess of the Contractor's and subcontractors' insurance and shall not contribute with it.

The Contractor and subcontractors are required to make good faith efforts to comply with all Federal and State laws and policies which speak to equal employment opportunity. It has always been the policy and will continue to be the strong commitment of The District that all contractors and subcontractors who do business with The District provide equal opportunity in employment to all qualified persons solely on the basis of job-related skills, ability, and merit and without regard to their race, color, religion, sex, national origin, ancestry, age, physical disability, or marital status.

On or before the 10th of each calendar month, the Contractor shall submit a bill for all work performed during the preceding calendar month. The District will review the payment request and, if it is approved, The District will pay the Contractor within thirty (30) days after approval of the payment request.

End of General Stipulations