

CHARTER TOWNSHIP OF FLINT

ADVERTISEMENT FOR BIDS

THE CHARTER TOWNSHIP OF FLINT IS ACCEPTING BIDS FOR: CONTRACTOR TO MAINTAIN THE SANITARY SEWER COLLECTION SYSTEM AND PUMP STATIONS

Specifications and bid blanks may found on the Township Web site www.flinttownship.org or can be picked up in the office of the Township Clerk during regular business hours Monday through Thursday from 8:00 a.m. to 5:30 p.m. located at 1490 South Dye Road, Flint, MI 48532. All bids must be sealed in an envelope and marked outside of the envelope "THE SANITARY SEWER COLLECTION SYSTEM AND PUMP STATIONS" along with the name of the bidder and accompanied by a bid bond equal to 5% of the price bid. Bids not accompanied by the 5% bid bond may be rejected as non-conforming. All Bids must be returned to the Flint Township Clerk's Office, 1490 South Dye Road, Flint, MI 48532, no later than 5:30 pm on Tuesday, June 12, 2018. Sealed bids will be opened at 10:00 am on Wednesday, June 13, 2018 at the above location and will go before the Flint Township Board of Trustees on Monday, June 18, 2018 at 7:00. The Charter Township of Flint reserves the right to accept or reject any or all bids, to waive defects, and to accept the bid which, in the opinion of the Board, is in the best interest of the Charter Township of Flint, and/or to re-award a bid should the successful bidder not be able to comply with the requirements of the Charter Township of Flint. The Charter Township of Flint is an Equal Opportunity Employer.

Kathy Funk
Flint Township Clerk

Charter Township Of Flint

REQUEST FOR PROPOSAL (RFP)

Contractor To Maintain The Sanitary Sewer Collection System And Pump Stations

SANITARY SEWER MAINTENANCE

Charter Township Of Flint

1490 S Dye Rd

Flint, Michigan 48532

Phone: 810-732-1350 | Fax: 810-732-6919

Rstewart@flinttownship.org

RFP ID: 001-2018

Prepared By: Randall V. Stewart

Date: May 24, 2018

REQUEST FOR PROPOSAL
SANITARY SEWER MAINTENANCE
Flint - Michigan

RFP ID: 001-2018

SUBMISSION DEADLINE: June 13, 2018, 10 AM

QUESTION SUBMISSION DEADLINE: June 5, 2018

Questions may be submitted in written form no later than June 5, 2018 to:

RFP Contact Name: Randall V Stewart
Contact Address: 1490 S. Dye Rd.
Charter Township Of Flint, Michigan 18532
Telephone Number: 810-287-1195
Email Address: Rstewart@flinttownship.org

INTRODUCTION

Charter Township Of Flint invites and welcomes proposals for their Sanitary Sewer Maintenance project. Based on your previous work experience, your firm has been selected to receive this RFP and is invited to submit a proposal. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time as specified above under the "SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.

PROJECT AND LOCATION

The bid proposal is being requested for Sanitary Sewer Maintenance which is or shall be located at The Charter Township Of Flint, Flint , Michigan 48532.

PROJECT MANAGER CONTACT INFORMATION

The following individual(s) are the assigned contacts for the following:

For questions or information regarding project equipment, personnel and certifications of staff , contact:

Name: Randall V. Stewart
Title: Deputy Supervisor
Phone: 810-287-1195

Fax: 810-732-6919

Email: Rstewart@flinttownship.org

PROJECT OBJECTIVE

The objective and ultimate goal for this project is to hire one company that will maintain the sewer collection system, to include all sewer lines, pump stations and any other issues that are attached to the sewer system. see attached additional requirements of insurance, licensing, equipment needed and qualifications of hiring subcontractors..

PROJECT SCOPE AND SPECIFICATIONS

The Project Scope and Specification are:

The successful contractor shall operate, repair and maintain the townships sanitary sewer collection system, including pumping stations, lift stations, manholes, sewer mains, and all other items related to the maintenance to the sewer collection system using qualified personnel and equipment necessary to maintain the system in good working order. All services performed by the contractor shall be able to be handled in house and in strict compliance with the applicable Township, County, State and federal Laws and Regulations.

SCHEDULED TIMELINE

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

MILESTONE

DATE

To install new mission style telemetry in the 4 pumping stations: July 31, 2018

To provide manhole inspections of all manholes on the system for structural integrity and infiltration: September 30, 2019

To televise and clean one-fifth of the sewer collection system per year: July 1, 2019

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

Charter Township Of Flint shall award the contract to the proposal that best accommodates the various project requirements. Charter Township Of Flint reserves the right to award any contract prior to the proposal deadline stated within the "Scheduled Timeline" or prior to the receipt of all proposals, award the contract to more than one Bidder, and refuse any proposal or contract without obligation to either Charter Township Of Flint or to any Bidder offering or submitting a proposal.

INTENT TO SUBMIT PROPOSAL

All invited Bidders are required to submit a "Letter of Intent" no later than June 5, 2018 informing Charter Township Of Flint of their intent to either submit or decline to submit a proposal.

DEADLINE TO SUBMIT PROPOSAL

All proposals must be received by Charter Township Of Flint no later than 10 AM on June 13, 2018 for consideration in the project proposal selection process.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

- Proposals received by the stipulated deadline must be in the correct format.
- Bidder's alleged performance effectiveness of their proposal's solution regarding the Project Objective of Charter Township Of Flint.
- Bidder's performance history and alleged ability to timely deliver proposed services.
- Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
- Overall cost effectiveness of the proposal.

Charter Township Of Flint shall reserve the right to cancel, suspend, and/or discontinue any proposal at any time they deem necessary or fit without obligation or notice to the proposing bidder/contractor.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

- Bidder's Name(s)
- Bidder's Address
- Bidder's Contact Information (and preferred method of communication)
- Legal Form of Bidder (e.g. sole proprietor, partnership, corporation)
- Date Bidder's Company Formed
- Description of Bidder's company in terms of size, range and types of services offered and clientele.
- Bidder's principal officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
- Bidder's Federal Employee Identification Number (FEIN)
- Evidence of legal authority to conduct business in Michigan (e.g. business

- license number).
- Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.
- Organization chart showing key personnel that would provide services to Charter Township Of Flint

Financial Information

- Provide a copy of the most recent audited financial statement, or an annual report by a certified public accountant.
- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of Reorganization under the Bankruptcy Code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.

Proposed Outcome

- Summary of timeline and work to be completed.

Equipment or Service

- List any and all equipment or services required for this proposed project and the number of each.
- Detailed estimated cost for each piece of equipment or service.
- List any or equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from Charter Township Of Flint, along with a brief explanation.

Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

Licensing and Bonding

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.

Insurance

- Details of any liability or other insurance provided with regard to the staff or project.

References

- Provide 2 references

Bidder agrees that Charter Township Of Flint may contact all submitted references to obtain any

and all information regarding Bidder's performance.

Work to be included in the sewer bid

The following items are to be included in the bid.

Lateral Sewers:

1. Jetting the entire system (to be jetted over a five-year period)
2. Televising
3. Manhole inspections and manhole repairs
4. Sanitary sewer repairs and root control
5. Responding to customer concerns and complaints
6. Miss Digg staking requests
7. Responding to after hour emergencies.

Pumping Stations:

1. Weekly inspections of the stations
2. Weekly reports to the township of the system
3. As needed maintenance, preventative maintenance and troubleshooting of the pumping stations.
4. Maintaining the grounds and facilities relating to the sanitary collection system
5. Responding to customers concerns and complaints
6. Responding to after hour emergencies.

Additional Bid Requirements

1. All employees shall be Confined Space safety trained
2. All Field Techs shall be MACP, LACP & PACP Certified
3. All Emergency call outs shall be handled "In House" no Sub Contractors
4. Sewer Jett Vactor truck availability 24/7
5. 100KW portable Generator with GCWWS spec cords and plugs available 24/7
6. CCTV work performed in house
7. Factory trained staff with the ability to perform trenchless pipe repairs from 4" – 18" pipe where applicable.
8. All equipment and support equipment to perform any and all excavations required to maintain the Townships sanitary sewer in a workable manor.
9. Certified Master Electrician on staff
10. Certified Master Plumber on staff
11. Working knowledge in the operation and maintenance of Smith & Loveless Pumping Stations, Flight Pumps and control panels.
12. State of Michigan Part 91, SESC certified Storm Water Operator on Staff