



TOWN OF EMMITSBURG

300A South Seton Avenue Emmitsburg, Maryland 21727; Phone: 301-600-6300; info@emmitsburgmd.gov

**REQUEST FOR PROPOSAL
SEWER RELINING – THREE YEAR CONTRACT**

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I. SCOPE OF WORK

The Mayor and Commissioners of Emmitsburg, Maryland are requesting sealed bids from qualified contractors for Sewer Relining. Sealed proposals are due by 4:00 pm on October 14, 2022. Please see “Submittal Requirements” on how to submit your bid.

All bids must meet and/or exceed the requirements contained herein:

Over the past five years the Town has been relining older sewer mains to help with inflow and infiltration. The intent is to reduce stress on the Town’s sewer system including the pump station and wastewater treatment plant. To date, the relining has greatly helped and the Town wishes to continue relining over the next three years.

The Town is seeking bids to reline approximately 2500 ft +/- per year over the next three years. Due to the Town having different size sewer mains, we are requesting a price per foot for 6, 8, 10, 12 and 15-inch sewer pipe. This price shall include pre and post inspection, cleaning/flushing. Also, prepping of the line that may need done prior to relining. The Town needs notification to the residents affected prior to the relining of each section. Post lateral reinstatement and traffic control may be needed. The Town will provide clean water for flushing. We will also provide access to a dump site for debris if needed.

Questions? Contact Dan Fissel or Jared Brantner at dfisel @emmitsburgmd.gov or jbrantner@emmitsburgmd.gov. You may also call 301-600-6300.

II. SUBMITTAL REQUIREMENTS

Please submit at least four hard copies of your bid to Town of Emmitsburg, Attn: Town Manager, 300A South Seton Avenue Emmitsburg MD 21727. No email submittals will be accepted. Please note on bids, **“Sewer Relining Bid, Do Not Open.”** Contractors can either mail submittals, deliver submittals to the Town Office on the 2nd floor, or place submittals in the black drop box labeled “Town of Emmitsburg” at the rear of the Emmitsburg Community Center (300A South Seton Ave.). If a submittal receipt is requested, please email info@emmitsburgmd.gov or call 301-600-6300. At the minimum, all bids must include the following:

- A.) Letter of Transmittal:** The letter of transmittal must contain the following information:
 1. Name, title, address, e-mail address, and telephone number of the person(s) whom correspondence should be directed regarding the bid and any questions.
 2. Please include your qualifications, experience and past projects.

3. Do any warranties come with the work?
4. Statement which indicates “proposal and cost schedule shall be valid and binding for three years (1095 days) following proposal due date and will become part of the contract that is negotiated with the Town of Emmitsburg”.

B.) Detailed cost statement:

Please list the cost of the project using the template below:

1. Clean, prep, CCTV and install 6” CIPP Liner: \$_____ per LF
2. Clean, prep, CCTV and install 8” CIPP Liner: \$_____ per LF
3. Clean, prep, CCTV and install 10” CIPP Liner: \$_____ per LF
4. Clean, prep, CCTV and install 12” CIPP Liner: \$_____ per LF
5. Clean, prep, CCTV and install 15” CIPP Liner: \$_____ per LF
6. Reinstate Sanitary lateral connections: \$_____ each
7. Mobilization: \$_____
8. Traffic control (if needed) \$_____ per day

C.) References:

Please provide the name, phone number and email of at least two (2) client references for similar work completed within the past three (3) years. Please provide the organization’s name, address, and email address of the person(s) at the reference who is most knowledgeable about the work performed.

D.) Proof of Insurance:

The successful proposer must have and maintain current worker’s compensation insurance, comprehensive general liability and automobile insurance for bodily injury, death or loss of or damage to property of third persons in the minimum amount of \$1,000,000 per occurrence with the Town of Emmitsburg as an additional name insured. Please list the policy number, insurance company, and expiration date with your bid.

III. PROPOSED TIMELINE

September 7, 2022	RFP available on the Town of Emmitsburg’s website.
September 7, 2022	RFP published on eMaryland Marketplace.
October 14, 2022	DEADLINE: Bids due by 4:00 p.m.
November 7, 2022	<i>Tentative:</i> Bid review/approval by the Board of Commissioners.

IV. MISCELLANEOUS INFORMATION

- *The Town of Emmitsburg reserves the right to accept or reject any and/or all bids and to waive any informalities or irregularities in the bidding process.*
- *The RFP creates no obligation on the part of the Town to award a contract or to compensate the proposer for any costs incurred during the proposal presentation, response, submission, presentation, or oral interviews (if requested/held). The Town reserves the right to award a contract based upon proposals received without further discussion or negotiation. Proposers should not rely upon the opportunity to alter their qualifications during discussions.*
- *The Town further reserves the right to make investigations as it deems necessary to determine the ability of proposers to furnish the required services, and proposers shall furnish all such information for this proposal as the Town may request.*
- *Proposers must specifically identify any portion of their submittals deemed to contain confidential or proprietary information.*

- *The Town of Emmitsburg does not discriminate based on race, color, national origin, sex, sexual orientation, religion, age and disability in employment or the provision of services.*