

# TOWN OF WILLIAMSPORT (MD)



## REQUEST FOR PROPOSAL 2022-13

## COMMERCE-SALISBURY SANITARY SEWER LINING PROJECT

### POINT OF CONTACT

**Donnie Stotelmyer, Town Manager**  
**2 North Conocochoage Street**  
**Williamsport, MD 21795**  
**(301) 223-7711**  
**[townmanager@williamsportmd.org](mailto:townmanager@williamsportmd.org)**

### Request for Proposals 2022-13 Commerce-Salisbury Sanitary Sewer Lining Project

The Town of Williamsport invites the submittal of responses to this Request for Proposals (RFP) from qualified firms interested in providing labor, materials, supplies, and equipment to properly line the inside of sanitary sewer pipes to ensure remediation of inflow and infiltration or seepage of sewage. The town has identified two areas around West Salisbury Street and North Commerce Street to the sewer pumping station along North Commerce Street within the Town boundaries of the Town of Williamsport. The Town intends to consider Firms and/or individuals who possess the professional and administrative capabilities to provide the scope of services detailed within the request for proposals available on our website at [www.williamsportmd.gov](http://www.williamsportmd.gov). This Request for Proposals is being released to ensure ongoing services with respect to the responsible use of tax dollars. The Town's Elected Officials will participate in the process of selecting the appropriate firm.

The Town of Williamsport reserves the right to allow for the clarification of questionable entries and for the correction of obvious mistakes, to reject submittals containing any additional terms or conditions not specifically requested in the original Scope of Work, and to reject any or all proposals, and waive informalities as may be deemed in the best interest of the Town.

**Point of Contact:** Donnie Stotelmyer, Town Manager, can be reached at 301-223-7711 or [townmanager@williamsportmd.org](mailto:townmanager@williamsportmd.org) with any questions.

**REQUEST FOR PROPOSALS**  
**Request for Proposals 2022-13 Commerce-Salisbury Sanitary Sewer Lining Project**

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**I. PROJECT OVERVIEW**

The Town of Williamsport invites the submittal of responses to this Request for Proposals (RFP) from qualified firms interested in providing labor, materials, supplies, and equipment to properly line the inside of sanitary sewer pipes to ensure remediation of inflow and infiltration or seepage of sewage.

Exhibit A shows the approximate area of sanitary sewer pipes identified by the Town in need of lining. The starting point of pipe, around 35 West Salisbury Street, then proceeds west to North Commerce Street and makes a right hand turn towards West Potomac Street in front of the C & O Canal National Headquarters; the project path concludes at the inlet of the sewer pumping station adjacent to West Potomac Street just north of the intersection with North Commerce Street. The estimated total length of the pipe is 950 feet and size is 8” in diameter and made of terra cotta.

**II. CALENDAR OF EVENTS**

**Any submissions received after the receipt date and time will not be accepted.**

Pre-Bid Meeting: Tuesday, October 4, 2022, at 10:00 AM in the Planning & Zoning Board Conference Room at Town Hall. Any potential bidder not in attendance at the Pre-Bid Meeting, may request a copy of any and all written addendums based on discussion at the Pre-Bid meeting and submitted written questions and are encouraged to schedule a time to meet with Town staff and complete an on-site visit.

Sealed Bids: Due by Friday, November 4, 2022, by 3:30 PM. Envelopes must be delivered or mailed to Town Manager, Commerce-Salisbury Sanitary Sewer Lining Project, 2 North Conococheague Street, Williamsport, MD 21795. The Town reserves the right to reject any and all bids.

Bid Opening: All submitted bids will be opened at the November 7, 2022, meeting of the Mayor & Town Council. The Town Manager will unseal and read aloud required documents of each submitted proposal.

Bid Award: The Mayor & Town Council will then consider each bid and make a formal decision at the November 14, 2022, meeting of the Mayor & Town Council. The Mayor & Town Council reserve the right to decide to approve a proposal at any Special Session scheduled between the November and December meetings. The Town Manager will contact the awardee and provide a letter to unsuccessful bidders within 7 days of the approval.

### III. SCOPE OF WORK

A. The preliminary scope of services is as follows:

- Provide construction drawings, details and specifications for installation of cure-in-place pipe lining for Town sewer mains as shown in Exhibit A and as directed by the Town of Williamsport
- Provide topographic surveying and visual site inspections as needed.
- Obtain all required permitting (Miss Utility, etc).
- Provide details and specifications of bypass pumping operations as required to complete the project.
- If the road surface or subbase needs to be disturbed, the contractor return subbase and street surface to as near as current condition as possible. The Town Manager and staff will inspect subbase prior to overlay and inspect overlay for indications of potential future roadway problems.
- Hold design meetings with Town staff to discuss various elements of the project.
- Provide onsite inspection and project management throughout construction of the project. The Town Manager will be provided one point of contact for the overall project and one point of contact for the person in charge of on-site work.

The Town desires to complete the proposed work in a timely manner. Proposals must clearly indicate the firm's anticipated schedule given their staffing, and current and projected workload commitments

B. The contractor shall be responsible for all supplies and materials, equipment, and other necessary apparatus to complete the project. Storage of supplies, materials, equipment, and apparatus will be at a designated location determined by the approved contractor and Town staff.

C. The contractor shall be responsible to ensure all work follows federal, state, and local laws, regulations, and ordinances and will be responsible for the costs associated with corrections of work should any work be found not to be in compliance.

D. Contractor will be responsible for disposal of any items and materials not being reused within the scope of this project.

E. The work site will be clean and organized at the end of each workday. Rubbish, empty refuse cans, rags, and other such materials will be clear of the work site each day. A storage area will be determined by both the approved contractor and the Town for equipment, supplies, and materials.

F. The timeline for approval of a submission is outlined in Section II; as part of the approvals the Town will work with the approved contractor to select a start date. The project must be completed no later than May 5, 2023.

G. Any and all changes, modifications, or adjustments to the scope of the project will be requested by either party in writing and a response will be generated in writing.

#### **IV. MATERIALS**

A. Provide the best quality grade of linings as regularly manufactured by acceptable manufacturers. Contractor must be willing to return to the Town and provide corrective work should any area of the project be found faulty within the first year of installment.

PROPOSAL SUBMISSION FORM

Proposal of \_\_\_\_\_ hereinafter called "CONTRACTOR", organized and existing under the laws of the State of \_\_\_\_\_ doing business as \_\_\_\_\_ for the Town of Williamsport, Maryland (hereinafter called "OWNER").

In compliance with the information contained in the Request For Proposals distributed by the Town of Williamsport, the CONTRACTOR hereby proposes to perform all WORK for rehabilitation of a identified sanitary sewer pipes as outlined in the **Commerce-Salisbury Sanitary Sewer Lining Project** Request For Proposals in strict accordance with the CONTRACT DOCUMENTS, and at the lump sum price stated below in the proposal submission form.

By submission of this PROPOSAL, the CONTRACTOR certifies, and in the case of a joint PROPOSAL each party thereto certifies as to its own organization, that this PROPOSAL has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this PROPOSAL with any other CONTRACTOR or with any competitor.

The BIDDER hereby agrees to commence WORK under this Contract on or before a date to be specified in the NOTICE OF AWARD / NOTICE TO PROCEED and to fully complete the PROJECT within the time set forth. The CONTRACTOR further agrees to pay liquidated damages for each consecutive calendar day thereafter.

The CONTRACTOR agrees to execute a Contract for the work as awarded at the lump sum amount quoted in the bid proposal and further guarantees completion within the time stipulated with allowances for any extensions of time that may be approved.

The CONTRACTOR hereby states that he has available adequate equipment and finances to prosecute the work properly and expeditiously as bid and is prepared to present further information to substantiate this statement.

The CONTRACTOR further covenants and warrants that he has examined the site of the work; that they had sufficient time to examine the site of the work to determine the character of the subsurface material and conditions to be encountered; and this submission and contract prices are based on independent examination and investigation of the site, subsurface materials, and conditions, and has not relied on any subsurface information furnished to him by the Owner.

The CONTRACTOR agrees to do everything required to perform all work necessary for, or incidental to , and to perform all other obligations imposed by this Agreement for the full and just Lump sum of \_\_\_\_\_ dollars (\_\_\_\_\_), lawful money of the United States of America in strict accordance with the Contract Documents for Proposal 2022-13: Commerce-Salisbury Sanitary Sewer Lining Project as prepared by the Town of Williamsport.

**The CONTRACTOR agrees to complete the project before May 5, 2023.**

Respectfully submitted by:

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Contractor Printed Name		Date	
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E-Mail Address		Title	
<hr/>		<hr/>	
Street Address	City	State	Zip
<hr/>		<hr/>	
License # (if applicable)		Phone Number	

SEAL IF A  
CORPORATION

**AUTHORIZED SIGNATURE:** I, \_\_\_\_\_ do hereby  
(Original signature required in each document)  
declare that I have read and fully understand the RFP Documents and, including the General Conditions and the Scope of Work, and that I am duly authorized to sign and submit this Submittal.

The Town reserves the right to reject any and all Submittals, to waive informalities, and to accept any Submittal or parts thereof as the Town, in its sole discretion, determines to be in the best interest of the Town.

**PROPOSER: PLEASE ENSURE THAT YOU HAVE SIGNED THE RFP RESPONSE FORM OF THIS REQUEST FOR PROPOSAL. OMISSION OF A SIGNATURE ON THAT PAGE WILL RESULT IN REJECTION OF YOUR PROPOSAL.**

**REFERENCES**

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Reference Printed Name	Phone Number		
E-Mail Address	Title		
Street Address	City	State	Zip

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Project Name

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Reference Printed Name	Phone Number		
E-Mail Address	Title		
Street Address	City	State	Zip

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Project Name

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Reference Printed Name	Phone Number		
E-Mail Address	Title		
Street Address	City	State	Zip

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Project Name

# **EXHIBIT A**



