



August 31, 2026

**Request for Proposal
Non-Exclusive**

**Water and Wastewater Systems Maintenance
and Improvements Contract**

082026-01

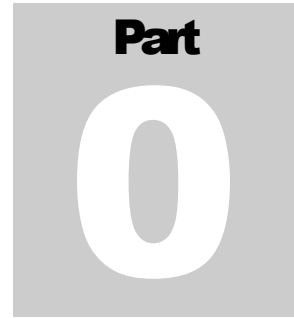
RFP Schedule

RFP Due – October 6, 2026 @ 2:00 pm

Present for Board Approval – October 27, 2026

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**PART 0 - INSTRUCTIONS TO THE BIDDERS**

Invitation to bid

Newport Utilities invites your firm to submit a proposal in accordance with this Request for Proposal (RFP). Your response to this request will be evaluated to determine the qualifications of your firm. Proposals must adhere to the format and content of this RFP. Proposals will not be evaluated unless all parts requested are submitted in a complete package. The information set forth is the minimum required in order to qualify for consideration. The successful bidder shall be required to enter into a Non-Exclusive Maintenance and Improvements Contract based on the specifications outlined in this RFP.

The date of Solicitation:

August 27, 2026

The Project:

Project Name: Newport Utilities Water & Wastewater
Non- Exclusive Maintenance and
Improvements Contract RFP-082026-01

Project Address: Various Locations within the Newport
Utilities Service Area

The Owner:

Name: Newport Utilities
Address: 170 Cope Blvd.
Newport, TN 37821

Contact: John Johnson, Purchasing Manager
Contact Phone: 423-625-2843
Contact E-Mail: jjohnson@newportutilities.com

GENERAL CONDITIONS

PROPOSAL CONTACTS

Any questions concerning this RFP, and all correspondence must be submitted by email to the following contact:

Name: Newport Utilities
Contact: John Johnson, Purchasing Manager
Contact Phone: 423-625-2843
Contact E-Mail: jjohnson@newportutilities.com

Questions may not be submitted by telephone. All questions must include: Contractor's name, e-mail and address; Reference to the specific section of the RFP in question; Contact name, telephone number, and email address.

SUBMISSION OF PROPOSALS:

In order to qualify for the work on this project, bidders must submit all information requested in the following bid forms. All proposals must be received by **Tuesday, October 6, 2026 at 2:00 p.m. (local time)**. Bids will be received through **BidNet Direct** prior to the time and date indicated above. The link to register is pasted below. The bid opening is public and interested parties are invited to attend the bid opening. The Owner is not obligated to accept proposals received after the date and time stated above.

<https://www.bidnetdirect.com/tennessee/newportutilities>

Newport Utilities utilizes this procurement system to post all solicitation opportunities. We welcome all vendors to register to the Tennessee Purchasing Group. There is NO CHARGE to register, simply follow the registration path and select the "Limited" package, select "Tennessee" for your state, enter your information, toggle the advertising option to OFF, and select "Finalize the registration". You will receive notifications of matching solicitations and addenda even when selecting the Free, Limited Access package. To receive notifications from other Purchasing Groups or Statewide notifications, select one of the other registration options. Call the BidNet Support Team at 800-835-4603, option 2 for assistance

All proposals must remain in effect for at least 90 days from submittal. Newport Utilities has the sole discretion to: (a) reject any and all bid proposals, and (b) negotiate the modification of any and all proposals with any bidder in whatever manner it deems in its best interests. There is no guarantee, either expressed

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or implied, that award of maintenance and improvements contract will be made to any firm.

CONTRACTOR INFORMATION

Newport Utilities may request additional information, samples, or presentations in support of proposals. Additionally, Newport Utilities may perform an interview with contractors under consideration to clarify any information provided, or to gather more evidence of managerial, financial, and technical abilities.

RFP Schedule

1. **Contractor invitation - August 31, 2026.**
2. **Facilitate Pre-Bid Meeting - September 15, 2026 at 2:00 pm at Newport Utilities Operations Center (Auditorium), 1419 W Highway 25-70, Newport, TN 37821 – Attendance Required.**
3. **Questions Due - September 24, 2026.**
4. **Bid Opening - October 6, 2026 at 2:00 pm Newport Utilities Main Office (Board Room) 170 Cope Blvd, Newport, TN 37821.**
5. **Notice of Award – Will present to Newport Utilities Board on October 27, 2026. Once approved, contract will begin on November 1, 2026.**



PART 1 - GENERAL CONDITIONS

SCOPE OF WORK

The Maintenance and Improvements Contractor (hereinafter called the "Contractor") shall recognize and perform in accordance with all stated intents, specifications and stipulations contained or referenced herein (including section zero, "General Information Pertinent to Proposal Preparation")

Each bidder shall be responsible for researching the existing conditions and matters that affect the cost or performance of the services.

The Contractor shall furnish all labor, equipment, tools, services, skills, etc., required for the construction and maintenance of water lines and wastewater lines as described in this proposal throughout the contract period. This shall include but is not limited to:

1. Water Mains with Fittings, Valves, and Other Appurtenances
2. Fire Hydrants
3. Blow Off Valve Assemblies
4. Gravity Wastewater Lines with Manholes and Other Appurtenances
5. Pump Stations
6. Force Mains
7. Building Maintenance - Miscellaneous General Labor (Painting, Flooring, Sheetrock, etc.)
8. Non-Excavating Work (Elevated Piping, Valves, Crane Work, Lifting, etc.)

DURATION OF AGREEMENT

The term of the agreement shall be for a period of one (1) year with an option for the Owner to renew for an additional (2) year. This contract shall be "non-exclusive" and the Owner is in no way obligated to exclude other contractor's from entering into a work agreement.

QUALITY CONTROL

The work covered shall be performed by a single firm experienced in water and wastewater maintenance and improvement projects. Subject to approval of the Owner, the Contractor may subcontract any Work to be performed under

GENERAL CONDITIONS

this Contract. However, the election to subcontract Work shall not relieve the Contractor from responsibility or liability which it has assumed under this Contract and the Contractor shall remain liable to the same extent that its liability would attach, as if the Work had been performed by the Contractor's own employees.

Work to be performed under this Contract will be complex and time sensitive. Projects and timelines will sometimes require that more than one crew be available for work. Equipment breakdowns and shortages have the potential to cause significant problems for Newport Utilities, its customers, and the general public. Therefore, age, quality, condition, and maintenance of the Contractor's equipment are of the utmost importance. Water and wastewater operations are 24 hours per day / 7 days per week / 365 days per year. Availability of both equipment and manpower by Contractor during emergencies is essential. In order to ensure continuity, Contractor work experience, safety records, and financial history are very important as well.

By submitting the bid, the Contractor certifies as to meeting the following requirements:

1. Has completed within the past three (3) years a minimum of five (5) projects of similar nature and scope to the work being bid and the type of work completed is similar to that being bid.
2. Maintains a permanent place of business, with a minimum of five (5) years in business.
3. Has access to all necessary equipment (including specific requirements listed below) and has organizational capacity and technical competence necessary to do the work properly and expeditiously.
 - a. Owns (not rents) the following equipment which must be dependable, well maintained, in good working order, and must have an average of 7 years or less. No single piece of equipment listed below (in section a.) shall be over ten (10) years of age and count toward the requirement.
 - i. Three (3) or more Track hoes of which at least one is capable of excavating to a depth of eighteen (18) feet.
 - ii. Two (2) or more Rubber Tired Backhoes.
 - iii. Two (2) or more Skid Steers.
 - iv. Two (2) or more Dozers.
 - v. One (1) or more Rubber Tired Loaders.
 - vi. One (1) or more Boom Trucks (Crane Truck(s))

GENERAL CONDITIONS

- vii. Two (2) or more Service Trucks (Pickups)
- b. Owns (not rents) at least the following equipment which must be dependable, well maintained, and in good working order.
 - i. Two (2) Dump Trucks
 - ii. Tapping machines capable of performing wet taps while water main is in service with tap sizes ranging from three quarter (3/4) inch to twelve (12) inch in size.
 - iii. Pneumatic piercing tool (Hammerhead mole) – three (3) inch diameter.
 - iv. Air compressor capable of operating mole.
 - v. Two (2) Trench Safety Shields/Boxes
 - vi. Testing Equipment
 - 1. Water pressure test pump (capable of 350 psi minimum test pressure)
 - 2. Sewer mandrels for sizes eight (8) inch through twelve (12) inch
 - 3. Sewer plugs for sizes eight (8) inch through twelve (12) inch
 - 4. Vacuum pump for testing sewer manholes
- 4. Must not be more than sixty (60) days behind on any payments owed to vendors, suppliers, or other companies in the last twenty-four (24) months.
- 5. The Contractor for work under this section shall be licensed by the State of Tennessee and provide proof of being a licensed contractor in the field of work being performed.
- 6. Has a record of satisfactorily completing past projects. Criteria which will be considered in determining satisfactory completion of projects by Contractor will include:
 - a. Completed past contracts in accordance with the Contract Documents.
 - b. Diligently pursued execution of the work and completed past contracts according to established schedules.

SAFETY COMPLIANCE

Prior to working for Newport Utilities (NU), all contractors/subcontractors are required to sign an agreement that they have received a copy of the Newport Utilities Safety Manual and verify that they have read and fully understand its contents. This form must be returned to the Purchasing Office and kept on file along with all current insurance documentation. The undersigned contractor represents and warrants that they shall comply with the Newport Utilities

GENERAL CONDITIONS

Safety Manual and all applicable Federal, State and Local laws, regulations and rules while engaged to perform services for Newport Utilities. Any contractors/subcontractors who violate these rules may be precluded from conducting work for Newport Utilities. The undersigned contractor is also responsible for ensuring that all employees and subcontractors comply with these rules.

1. Must have an Experience Modification Rate (EMR) rating of 1.0 or lower.
2. Must have a Total Recordable Incident Rate (TRIR) rating of 5.0 or lower.
3. Contractor personnel must wear appropriate PPE as deemed necessary by Newport Utilities.
4. The Contractor shall ensure that their employees are dressed in an appropriate manner at all times.
5. Contractor personnel shall conduct themselves in a professional, courteous, and safe manner at all times.

Failure to adhere to safety must not be tolerated. If the contractor is observed failing to meet requirements, the incidents will be recorded and the following measures will be taken:

- 1st offense- The contractor will be asked to follow safety requirements and issued a warning.
- 2nd offense- The contractor will be asked to leave the jobsite and may return only after a review of all safety requirements has been completed and signed.
- 3rd offense- NU has the authority to cancel contract.

Traffic Control

Figure 6H-6. Shoulder Work with Minor Encroachment (TA-6)



- a. A copy of Tennessee Contractor's License.
- b. A copy of the EMR rating for the past three (3) years on Bidder Insurance Company Letterhead.
- c. The most recent audited financial statement of your company.
- d. A copy of your written safety policy and associated work procedures.
- e. A copy of all employees / foremen dedicated to pipeline, utility, and underground excavation work.
- f. A sworn financial statement, which evidences the Bidder has adequate financial resources to complete the work being bid, as well as all other work the Bidder is presently under contract to complete.
- g. A list of all projects completed in the past three (3) years of similar nature and scope of the work being bid.

Insurance

Throughout the term of this Agreement, the Contractor shall maintain at his sole expense effective insurance covering his activities at the project premises. Said insurance shall be secured from a company(s) licensed to do business in the locale of the Project premises. The Contractor shall furnish the Owner with documentation of this insurance coverage with bid (to be included in bid). The Contractor shall purchase and maintain such insurance as will protect it from claims set forth below which may arise out of, or result from, the Contractor's execution of the work, whether such execution be by the Contractor, any Sub-Contractor, or by anyone directly or indirectly employed by any one of them, or by anyone for whose acts any of them may be liable:

1. Claims under workman's compensation, disability benefits and other similar employee benefits acts.
2. Claims for damages because of bodily injury, occupational sickness or disease, or death of employee
3. Claims for damages because of bodily injury, sickness or disease, or death of any person other than employee.
4. Claims for damages insured by usual personal injury liability coverage which are sustained by:
 - a. any person as a result of an offense directly or indirectly related to the employment of such person by the Contractor OR by any other person.
5. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting from.
6. Provide a certificate of insurance for commercial liability for \$1,000,000.00.
7. Provide proof of being a licensed Contractor in the field of work being performed.

The insurance required should provide adequate protection for the Contractor against damage claims that may arise from operations under this Contract, whether such operation be by the insured and also against any of the special hazards that may be encountered in the performance of this Contract.

Proof of Insurance: Contractor shall provide a certificate of insurance from a company licensed to do business in the State of the Project locale indicating coverage is in place to cover the items set forth in this Article. The insurer shall give the Owner thirty (30) day notice of cancellation or changes in coverage. The insurance certificate shall be provided before commencement of the Contract.

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Payments

Contractor shall submit an Application Payment/Invoice, to the Owner, for services on a monthly basis upon completion of work. The invoice shall include a detailed description of work performed, work order number, equipment and material used during the billing period as well as the Notice to Proceed documentation signed by the Owner. Payment will be made within thirty (30) days of the completion of services in an acceptable condition to Newport Utilities and receipt of invoice, whichever is later.

CODES AND STANDARDS

Perform all work in compliance with applicable requirements of governing authorities having jurisdiction. The following publications of the issues listed below are the Owner's specifications in order to provide the qualitative requirements for products, materials, and workmanship of construction additions to and replacements of the water and wastewater systems operated by Newport Utilities.

Newport Utilities Specifications for Wastewater System Construction (included in RFP)

Newport Utilities Specifications for Water Line System Construction (included in RFP)

TAXES

The Owner is exempt from all sales and Federal excise taxes. Please bill less these taxes.

PROJECT CONDITIONS

The Contractor shall be familiar with the Project premises and how the existing conditions will affect his work during maintenance services. The Contractor shall visit and examine the site to become acquainted with the adjacent areas, means of approach to the site and conditions of actual job site. Neglect of above requirements will not be accepted as reason for delay in the work or additional compensation.

The Owner shall provide full information regarding all requirements for the Project, not specifically contained herein, and shall establish and maintain an effective communications system with the Contractor throughout all phases of the work.

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SEQUENCING AND SCHEDULING

Upon acceptance of the Bid, the Contractor shall perform only that work which has been authorized by the appropriate paper work. The Owner shall complete a Notice to Proceed Form before any Contractor work begins on all projects. Contractor must notify Newport Utilities prior to mobilizing to job site. Once the Contractor has completed the assigned work, the Contractor must submit a Completed Notice to Proceed Form and attach to the invoice.



PART 2 - REQUIREMENTS AND SPECIFICATIONS

The Owner shall require the Contractor to perform work at various times and in various amounts in connection with the extension, repairs, and improvement of its water and wastewater systems during the term of the agreement.

Water and Wastewater Requirements

Conditions of Contract

1. Contractor Shall:
 - a. Furnish all tools, equipment, supplies, superintendents, transportation, and other construction accessories, services, and facilities;
 - b. Furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work, other than those materials specifically to be furnished by the Owner and set out on the attached terms and conditions;
 - c. Provide and perform all necessary labor in a substantial and workman like manner and in accordance with the provision of the contract document;
 - d. Execute, construct, and complete all work included in and covered by the Owner's official award of this contract to Contractor, such award being based on the acceptance by Newport Utilities Board of Contractor's proposal, or part thereof, and set out on a Notice to Proceed with a "work order" number delivered to the Contractor;
 - e. Provide as built drawings to the Owner upon completion of each job;
 - f. Pay for all materials and labor incurred in the work other than those materials and labor specifically to be furnished by the Owner and set out on the attached terms and conditions.

REQUIREMENTS AND SPECIFICATIONS

2. The Owner shall pay the Contractor for the performance of the work specified in this contract, and Contractor shall accept as full compensation therefore, the sums and prices for all work as set out in the terms and conditions.
3. The work specified in this contract shall begin as stated in the Notice to Proceed with a specific work order and shall be completed within the time specified in the work order. Liquidated damages as specified in the work order will be deducted from the Contractor's final estimate if the work is not completed prior to expiration of the time limit specified in the work order, or of all time extensions granted by the Owner.
4. Contractor shall comply with all local, state, and federal laws and regulations concerning employee/employer relationships and non-discrimination practices, rates of pay, and so forth.
5. The contract documents comprise the contract and consist of this agreement, the attached Terms and Conditions for water and wastewater systems improvements, and the attached Water Lines Specifications, Standard Specifications for Wastewater System Construction, and the work orders to be issued to the Contractor by the Owner.
6. All the terms and conditions of this contract shall be binding on both the Owner, and the Contractor, and their respective heirs, legal and person representatives, successors and assigns.
7. All rights of way and easements across private or public property required for the installation of the work will be obtained and provided by the Owner without cost to the Contractor. The Owner will make every effort to obtain easements and rights of way in sufficient time to allow work to progress in an orderly and expeditious manner. Failure on the Owner's part to obtain rights of way and easements in sufficient time to cause no interference with the progress of the work will be considered as just cause for allowing extensions of time to the contractor in accordance with this agreement.
8. If the Contractor should be adjudged bankrupt, or if the Contractor should become insolvent in the sole judgment of the Owner, or if the Contractor should persistently and repeatedly refuse or fail to supply enough properly skilled workmen or proper material, or if the Contractor should refuse or fail to make prompt payment to persons supplying labor or material for the work under contract, or persistently disregard instructions or fail to observe or perform any provision of the Owner's instructions, or fail to observe or

REQUIREMENTS AND SPECIFICATIONS

perform any provision of the contract documents, or otherwise be guilty of any substantial violation of any provision of the contract, then the Owner may terminate the Contractor's right to proceed with the work, and/or terminate the Conditions of Contract.

Material Issued

Material furnished by the Owner is to be picked up from the Owner's warehouse by appointment only. Issuing hours are as follows: 8:30 a.m. – 11:30 a.m. and 1:00 p.m. - 3:00 p.m. Material is to be issued by the Owner's warehouse personnel only and shall be picked up at the loading dock. No material shall be picked up or returned on Friday to begin construction on a new job. Material may be picked up on Friday to continue with a job in progress. Failure to comply will result in Contractor being asked to come back during hours as specified above.

Material sheets are to be filled out with the Contractor receiving a copy. No material shall be issued without the Contractor providing the warehouse personnel a "Notice to Proceed" with a work order number for each job assigned to the Contractor. The contractor assumes responsibility of all materials issued upon leaving the warehouse until installation.

Payment and Measurements of Quantities

Contract must provide a written, detailed description of all hourly work performed along with payment request. (i.e. – a daily log that has personnel on jobsite, equipment and materials used)

A-1 Hourly Rate for Emergency Water Repairs

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per hour of work performed. Repairs are generally defined as breaks, leaks, and/or failures. This work may be initiated at any time 24 hours a day, 7 days a week. This includes weekends and holidays.

A-2 Hourly Rate for Water Replacements, Service Connections, and Other Miscellaneous Work

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per hour of work performed. This item is to cover replacement work, service connections and other miscellaneous work that is not defined by other unit items. Replacements are defined as installing 500 feet or less of new line to replace an existing line. Anything over 500 feet will be considered under unit quantities.

REQUIREMENTS AND SPECIFICATIONS

A-3 Mobilization for Water Extensions Less Than 500 Feet and Outside City Limits

Paid for at the unit price per hour for where Contractor extends a waterline less than 500 feet and extension is located outside the corporate limits of the City of Newport. Water extensions are defined as installing new mains in areas where there is no existing main.

A-4 to A-8 Pipe PVC or Ductile Iron --- In Open Cut

Material furnished by the Owner. Tools and equipment furnished by Contractor. Paid for at the unit price per linear foot of pipe in place in open cut trenches or open cut excavation, measured along the top center line of the pipe between intersecting center lines or ends of pipes and through fittings and valves.

A-9 to A-15 Cut Off Valve and Box

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price for each valve and its box in place. Same rate applies to both water and wastewater valves.

A-16 Mole Under Roadway for ¾", 1", or 2"

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at unit price per road crossing. This applies to water and wastewater lines ranging in size from ¾" to 2".

A-17 Tap for ¾", 1", or 2"

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per tap made. Applies to both direct and saddle taps. Includes tapping pipe, setting saddle (if applicable), and corporation stop. This applies to water and wastewater taps ranging in size from ¾" to 2".

A-18 Water Service Setter

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per service connection set. Included curb stop, meter yoke, and all parts as spelled out in Drawing W-4.

A-19 Dual Water Service Setter (Split Tap)

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per service connection set. Included curb stop, meter yokes, and all parts as spelled out in Drawing W-6.

REQUIREMENTS AND SPECIFICATIONS

A-20 Wet Tap

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price for each wet tap complete in place. This item includes all sizes from 4" x 4" up to 12" x 12" for both water and wastewater.

A-21 Bridge Crossing

Paid for at the unit price per linear foot in place including installation of hangers, insulation, and etc. for the necessary installation of the water line, measured along the centerline of the pipe from bridge abutment to bridge abutment.

A-22 Fire Hydrant Assembly

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price for each hydrant in place, complete with base supports, drainage gravel, anchorage, and cut off valve.

A-23 Ductile Iron Fittings

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per pound of fittings in place, as established by the invoice weight of the fittings on the basis of AWWA C-110 published body weights of mechanical joint fittings.

weights of fittings in pounds

	90 Degree Bend	45 Degree Bend	22 ½ Degree Bend	11 ¼ Degree Bend
4 Inch	30 Pounds	28 Pounds	26 Pounds	25 Pounds
6 Inch	48 Pounds	44 Pounds	41 Pounds	38 Pounds
8 Inch	74 Pounds	67 Pounds	58 Pounds	53 Pounds

weights of tees in pounds

6" x 4" x 6"	54 Pounds
6" x 6" x 6"	73 Pounds Average
8" x 6" x 8"	87 Pounds Average
8" x 8" x 8"	97 Pounds

REQUIREMENTS AND SPECIFICATIONS

weights of sleeves in pounds

4 Inch	23 Pounds
6 Inch	35 pounds
8 Inch	47 Pounds

weights of plugs and Caps in pounds

4 Inch	8 Pounds
6 Inch	15 Pounds
8 Inch	26 Pounds

weights of reducers in pounds

6" x 4"	30 Pounds Average
8" x 6"	44 Pounds Average

A-24 Flush Pipe Assembly

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price for each flush pipe and valve and its complete assembly in place.

A-25 Type C Backfill

Material furnished by the Contractor. Tools and equipment furnished by Contractor. Paid for at the unit price per cubic yard of granular material (excluding crushed stone) in place, based upon in place measurements, widths not exceeding maximum trench width specified herein, and bedding depths as specified, except no payment shall be made for bedding material more than 6" above pipe top in any case or more than 6" below pipe bottom when rock is encountered.

A-26 Crushed Stone Backfill and Road Gravel Placed

Material furnished by Contractor at cost to Owner. Tools and equipment furnished by Contractor. Contractor shall include tickets for material with pay estimates. Paid for at the unit price per cubic yard of crushed stone (per specifications) in place, based upon in place measurements, widths not exceeding maximum trench width specified herein, and bedding depths as specified, except no payment shall be made for bedding material more than 6" above pipe top in any case or more than 6" below pipe bottom when rock is encountered. Paid for at the unit price per cubic yard of compacted road gravel in place as completed by actual measurements of surface

REQUIREMENTS AND SPECIFICATIONS

area covered with 6" thick compacted layer. No payment will be made for any road gravel placed without authorization, or for any road gravel placed outside the specified payment limits. This includes bare crosses under pavement and under special surface repairs.

A-27 Saw Cut Asphalt / Concrete

Tools and equipment furnished by Contractor. Paid for at the unit price per foot of trench sawed.

A-28 Hourly Rate for Asphalt Surface Repair Requested by NU

Material furnished by Contractor at cost to Owner. Tools and equipment furnished by Contractor. Contractor shall include tickets for material with pay estimates. Paid for at the unit price per hour of work performed.

A-29 Rock Excavation

Paid for at the unit price per cubic yard of rock removed. No measurement or allowance will be made for rock outside the limits of measurement allowed for the necessary installation of the water lines. Rock will be defined as material that cannot be excavated by conventional means and must be hammered or blasted.

A-30 to A-34 Sewer Main – Gravity

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per linear foot of pipe in place in open cut trenches or open cut excavation, measured along the top center line of the pipe between intersecting center lines or ends of pipes and through fittings. Also paid according to depth of the pipe. Depth will be defined as the level between original grade and the invert of the gravity sewer pipe. Main is defined as the "main" line between manholes that conveys flow from manhole to manhole or wet well.

A-35 Sewer Lateral – Gravity

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per linear foot of pipe in place in open cut trenches or open cut excavation, measure along the top center line of the pipe between intersecting center lines or ends of pipes and through fittings. Lateral is defined as the branch lines that convey flow laterally from an individual building / service or multiple buildings / services to the main, manhole, or wet well.

A-36 Stub-Out Cleanout

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for unit price for each cleanout installed. Cleanout is defined by an accessible point at the termination of a service lateral.

REQUIREMENTS AND SPECIFICATIONS

A-37 to A-39 Sewer Force Mains – PVC

Material furnished by the Owner. Tools and equipment furnished by the Contractor. PVC Force Mains are defined as bell joint, installed one joint at a time and assembled in trench. Paid for at the unit price by pipe diameter and per linear foot of pipe in place in open cut trenches or open cut excavation, measured along the top center line of the pipe between intersecting center lines or ends of pipes and through fittings and valves.

A-40 to A-42 Sewer Force Mains – HDPE

Material furnished by the Owner. Tools and equipment furnished by the Contractor. HDPE Force Mains are generally fused out of the trench and installed in trench in long sections. No extra payment will be made for working around obstacles such as driveways, ditches, drainage structures, etc. Contractor is responsible for steel plates for driveways and roads when necessary to be included in unit price of HDPE. Paid for at the unit price by pipe diameter and per linear foot of pipe in place in open cut trenches or open cut excavation, measured along the top center line of the pipe between intersecting center lines or ends of pipes and through fittings and valves. Fusible couplings shall be included in unit prices of HDPE sewer force mains. Butt fusion of joints and fittings will be paid separately.

A-43 to A44 Hourly Rate for Butt Fusion and Assistance with Directional Drilling

Material Furnished By the Owner. Tools and Equipment furnished by the Contractor. Paid for by the hour for butt fusion of HDPE pipe joints and assisting NU crews with directional drilling.

A-45 Set Pre-Cast Manhole

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for by each complete manhole set in place in accordance with drawings. Gravel placed is to be paid separately with unit prices. Rock excavation is also a separate pay item.

A-46 Set Pump Station

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for by each complete standard 5' diameter up to 10' depth pump station set in place in accordance with drawings. Gravel, rock, concrete will be required to be included in unit price. No extra payment will be made for these items.

A-47 to A-62 Set Pre-Cast Concrete Wet wells

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for by each complete wet well set in place in accordance with

REQUIREMENTS AND SPECIFICATIONS

drawings. Paid by diameter and depth of wet well. Diameter is defined as the inside diameter. Depth shall be defined as the level from original grade to the base of the wet well. Gravel placed is to be paid separately with unit prices. Rock excavation is also a separate pay item. Any rebar, concrete, or other miscellaneous items installed may be billed separately under billable materials section. Crane rental when needed will be furnished and paid for by Contractor.

A-63 to A-65 Set Pre-Cast Concrete Valve Vaults

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for by each complete valve vault set in place in accordance with drawings. Paid by diameter of valve vault. Diameter is defined as the inside diameter. Gravel placed is to be paid separately with unit prices. Rock excavation is also a separate pay item. Any rebar, concrete, or other miscellaneous items installed may be billed separately under billable materials section. Owner will also furnish crane when necessary.

A-66 Core Manhole

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for by the unit price for each complete core in place.

A-67 Hourly Rate for Emergency Sewer Repairs

Material furnished by the Owner. Tools and equipment furnished by the Contractor. Paid for at the unit price per hour of work performed. Repairs are generally defined as breaks, leaks, and/or failures. This work may be initiated at any time 24 hours a day, 7 days a week. This includes weekends and holidays.

A-68 Hourly Rate for Sewer Replacements, Service Connections, and Other Miscellaneous Work

Material furnished by the Owner. Tools and equipment furnished by Contractor. Paid for at the unit price per hour of work performed. This item is to cover replacement work, service connections, and other miscellaneous work that is not defined by other unit items. Replacements are defined as installing 500 feet or less of new line to replace an existing line. Anything over 500 feet will be considered under unit quantities.

A-69 Hourly Rate for Crane Truck Work

Material Furnished By the Owner. Tools and Equipment furnished by the Contractor. Paid for by the hour for work using a crane truck for items such as elevated piping, valves, lifting, etc. at any NU jobsite.

REQUIREMENTS AND SPECIFICATIONS

A-70 Hourly Rate for Building Improvement, Maintenance, Repair, or Miscellaneous Labor

Material Furnished by the Owner. Tools and Equipment furnished by the Contractor. Paid for by the hour for work such as painting, flooring, sheetrock etc. and other miscellaneous labor at any NU jobsite.

Excavation and Backfill; Removal of Existing Pavement; Anchorage; Testing and Disinfection; Removing and Replacing Sod, Fencing, Seeding, Mulching, etc.

No separate payment will be made, include these in various unit prices.

Extra Depth Excavation

The minimum cover over pipes is specified therein before; no extra payment will be made for any extra depth excavation that may be required to permit piping to pass under obstruction, whether indicated or not.

Ditch and/or Stream Crossing

No separate payment will be made, include these in various unit prices.

Concrete Thrust Blocking

No separate payment will be made, include these in various unit prices.

General

Payments will be made to the nearest complete unit as listed. Quantities submitted for payment shall be rounded off to the nearest linear foot, pound, cubic yard, or other applicable unit. Hourly Rates, Type C Backfill, Road Gravel Placed, and Rock Removal are excluded. They may be billed in decimal units. Warranty for workmanship shall be for a period of one (1) year from date of testing. The Contractor will be reimbursed at the unit price for hourly rate for any material found defective and supplied by the Owner. All work should be documented.

**PART 3 - MISCELLANEOUS PROVISIONS**

Owner Responsibilities and Rights

The Owner shall facilitate the Contractor by scheduling the work in advance if possible and providing an open communication about upcoming projects.

The Owner retains the right to renew the Water and Wastewater Systems Maintenance and Improvements Contract for an additional two (2) years. The price quoted for the first year shall be firm for a period of one year from the date of the Contract with the price quoted for year two and year three firm for the respective time period as well.

Termination of Agreement

During the Contract services period, (30) days' notice shall be required for termination of this agreement by either the Owner or Contractor.

Conflict of Laws, Assignment & Integration Clauses

Unless otherwise specified, this Agreement shall be governed by the law of the locale of the Project. Owner and the Contractor, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party with respect to all covenants of this Agreement. Neither the Owner nor the Contractor shall assign, sublet or transfer any interest in this Agreement without the written consent of the other.

This Agreement represents the entire and integrated agreement between the Owner and the Contractor and supersedes all prior negotiation, representations or agreements; either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and the Contractor.

MISCELLANEOUS PROVISIONS

SAMPLE NOTICE TO PROCEED FORM

DATE: _____ (current date)

TO: _____
(contractor's name and address)

RE: _____ (work order number – each job must have a work order number)

LOCATION: _____ (address of location of work to be performed)

DEPARTMENT: _____ (work performed for water or sewer dept.)

Contractor:

You are hereby notified to commence work on the referenced project on _____ (start date) and are to be fully complete with the work, within _____ (calendar days) consecutive calendar days. Therefore, the work order completion date is _____ (completion date)

Approved _____ (Name of NU Water or Wastewater Manager)

Title _____

Date _____

CONTRACTOR'S ACKNOWLEDGEMENT

Name (print) _____

Signature _____

Title _____

Date _____

Distribute signed copies to: Warehouse, Purchasing, Accounts Payable, Manager of Finance, Contractor, General Manager, and Department Manager

**PART 4 - BID FORMS**

Proposals must adhere to the format of these bid forms and content of this RFP. Proposals will not be evaluated unless all parts of the bid form are submitted in a complete package. The information set forth is the minimum required in order to qualify for consideration.

Include 2 (two) copies of all bid forms with submitted bid proposal.

Firm Name

Address

City, State, Zip

Telephone

Date

BID FORM PRICE AUTHORIZATION

By signing this bid form, such action certifies that the Bidder has personal knowledge of the following:

That said Bidder has examined the RFP and specifications, carefully prepared the bid form, and has checked the same in detail before submitting said bid; and that said bidder, or the agents, officers, or employees thereof, have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

That all of said work will be performed at the Bidder's own proper cost and expense. The Bidder will furnish all necessary materials, labor, tools, machinery, apparatus and other means of construction in the manner provided in the applicable specifications, and at the time stated in the contract.

The undersigned, being a reputable Contractor and having submitted the necessary pre-qualification forms, hereby submits in good faith and in full accordance with all specifications, attached or integral, his/her Bid Proposal for the Water and Wastewater Maintenance and Improvements Contract of:

Project Name

Name of Contractor

Authorized Signature

Name & Title of Signatory

Type of Organization: Corporation,
Partnership, Proprietorship

BIDDER QUALIFICATIONS:

In order to qualify for the Water and Wastewater Systems Maintenance and Improvements Contract, bidders must submit 2 copies of all information requested in the following pages.

Insurance Requirements:

Submit a certificate of Insurance from your insurance agent or insurance company that evidences your company's coverage is in place to cover the items set forth in this Article. Attach and label as Exhibit 1.

License Requirements:

Submit a copy of Tennessee Contractors License for Water and Wastewater Construction MU-A (Exhibit 2). A copy of current business license is to be included in bid also (Exhibit 3). Attach and label as Exhibit 2 and 3.

Equipment & Manpower Availability:

Bid must accompany (attach separately) a list of readily available construction and safety equipment. This equipment must be available 24 hours per day, 7 days per week, and 365 days per year. **The Contractor and equipment must be available and be capable of reporting to job site within 2 hours' notice.** Attach and label as Exhibit 4.

Summary of Experience

Company Name: _____

Main Office Location: _____

Contact Name: _____

Phone #: _____

FAX# _____

Email _____

Year Company Founded _____

Years as Contractor: _____

Last calendar year Contractor volume: _____

☐ Yes ☐ No Have you ever operated a business under another name? If so, list previous name:

☐ Yes ☐ No Have you ever defaulted on a project? if so please explain:

List other services you provide: _____

References

Complete and submit the following for three (3) projects of similar complexity as the project specified. (Duplicate the form as required)

Name of Project: _____

Address of Project: _____

Management Company: _____

Contact Person: _____

Telephone Number: _____

Email: _____

Monthly Contract Amount:

Time Period of Contract:

Description of Work:

Other Remarks: _____

B I D F O R M S

B I D F O R M S

Unit price per specifications

Refer to RFP for material that the Owner will furnish

Item #	Description	Estimated Annual Average Quantity	UOM	1st Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost	3rd Year Unit Price	Extended Cost
A-1	Hourly Rate for Emergency Water Repairs; Including Labor, Equipment, & Trucks (Emergency Work)	10	HR						
A-2	Hourly Rate for Water Replacements, Service Connections, and Other Miscellaneous Work; Including Labor, Equipment, & Trucks	200	HR						
A-3	Mobilization For Water Extensions Less Than 500 Feet and Outside City Limits	10	HR						
A-4	2" PVC, Open Cut	6,000	FT						
A-5	6" PVC, Open Cut	200	FT						
A-6	6" DIP, Open Cut	2,000	FT						
A-7	8" DIP, Open Cut	1,000	FT						
A-8	12" DIP, Open Cut	500	FT						
A-9	2" Cut Off Valve & Box (Water or Wastewater)	20	EA						

B I D F O R M S

Item #	Description	Estimated Annual Average Quantity	UOM	1st Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost	3rd Year Unit Price	Extended Cost
A-10	3" Cut Off Valve & Box (Water or Wastewater)	1	EA						
A-11	4" Cut Off Valve & Box (Water or Wastewater)	1	EA						
A-12	6" Cut Off Valve & Box (Water or Wastewater)	10	EA						
A-13	8" Cut Off Valve & Box (Water or Wastewater)	5	EA						
A-14	10" Cut Off Valve & Box (Water or Wastewater)	1	EA						
A-15	12" Cut Off Valve & Box (Water or Wastewater)	2	EA						
A-16	Mole Under Roadway for ¾", 1", or 2" (Water or Wastewater)	20	EA						
A-17	Tap for ¾", 1", or 2" (Water or Wastewater)	30	EA						
A-18	Water Service Setter	1	EA						
A-19	Dual Water Service Setter (Split Tap)	1	EA						
A-20	Wet Tap (4x4 thru 12x12)	5	EA						
A-21	Bridge Crossing	30	FT						
A-22	Fire Hydrant Assembly	8	EA						
A-23	Ductile Iron Fittings	1,000	LBS						
A-24	Flush Pipe Assembly	10	EA						
A-25	Type C Backfill	30	CY						

B I D F O R M S

Item #	Description	Estimated Annual Average Quantity	UOM	1st Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost	3rd Year Unit Price	Extended Cost
A-26	Crushed Stone Backfill and Road Gravel Placed	1,500	CY						
A-27	Saw Cut Asphalt / Concrete	600	FT						
A-28	Hourly Rate for Asphalt Surface Repair Requested by NU	100	HR						
A-29	Rock Excavation	100	CY						
A-30	Sewer Main - Gravity (0-8 ft Depth)	300	FT						
A-31	Sewer Main - Gravity (8-10 ft Depth)	30	FT						
A-32	Sewer Main - Gravity (10-12 ft Depth)	30	FT						
A-33	Sewer Main - Gravity (12-14 ft Depth)	25	FT						
A-34	Sewer Main - Gravity (14-16 ft Depth)	20	FT						
A-35	Sewer Lateral - Gravity (4" or 6" Pipe)	500	FT						
A-36	Stub-Out Cleanout	20	EA						
A-37	Sewer Force Mains - 2" thru 4" PVC, Open Cut	300	FT						

B I D F O R M S

Item #	Description	Estimated Annual Average Quantity	UOM	1st Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost	3rd Year Unit Price	Extended Cost
A-38	Sewer Force Mains - 6" thru 8" PVC, Open Cut	300	FT						
A-39	Sewer Force Mains - 10" thru 12" PVC, Open Cut	200	FT						
A-40	Sewer Force Mains - 2" thru 4" HDPE, Open Cut	200	FT						
A-41	Sewer Force Mains - 6" thru 8" HDPE, Open Cut	2,000	FT						
A-42	Sewer Force Mains - 10" thru 12" HDPE, Open Cut	300	FT						
A-43	Hourly Rate for Butt Fusion and Assistance With Directional Drilling - 2" thru 4" HDPE Pipe	50	HR						
A-44	Hourly Rate for Butt Fusion and Assistance With Directional Drilling - 6" thru 12" HDPE Pipe	100	HR						
A-45	Set Pre-Cast Manhole	5	EA						
A-46	Set Pump Stations (Standard 5' Diameter-10' Depth, Rock Base, & Concrete Buoyancy Pad)	1	EA						

B I D F O R M S

Item #	Description	Estimated Annual Average Quantity	UOM	1st Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost	3rd Year Unit Price	Extended Cost
A-47	Set Pre-Cast Concrete Wet well - 6' Diameter (0' - 14' Depth)	1	EA						
A-48	Set Pre-Cast Concrete Wet well - 6' Diameter (14' - 16' Depth)	1	EA						
A-49	Set Pre-Cast Concrete Wet well - 6' Diameter (16' - 18' Depth)	1	EA						
A-50	Set Pre-Cast Concrete Wet well - 6' Diameter (18' - 20' Depth)	1	EA						
A-51	Set Pre-Cast Concrete Wet well - 8' Diameter (0' - 14' Depth)	1	EA						
A-52	Set Pre-Cast Concrete Wet well - 8' Diameter (14' - 16' Depth)	1	EA						
A-53	Set Pre-Cast Concrete Wet well - 8' Diameter (16' - 18' Depth)	1	EA						
A-54	Set Pre-Cast Concrete Wet well - 8' Diameter (18' - 20' Depth)	1	EA						

B I D F O R M S

Item #	Description	Estimated Annual Average Quantity	UOM	1st Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost
A-55	Set Pre-Cast Concrete Wet well - 10' Diameter (0' - 14' Depth)	1	EA						
A-56	Set Pre-Cast Concrete Wet well - 10' Diameter (14' - 16' Depth)	1	EA						
A-57	Set Pre-Cast Concrete Wet well - 10' Diameter (16' - 18' Depth)	1	EA						
A-58	Set Pre-Cast Concrete Wet well - 10' Diameter (18' - 20' Depth)	1	EA						
A-59	Set Pre-Cast Concrete Wet well - 12' Diameter (0' - 14' Depth)	1	EA						
A-60	Set Pre-Cast Concrete Wet well - 12' Diameter (14' - 16' Depth)	1	EA						
A-61	Set Pre-Cast Concrete Wet well - 12' Diameter (16' - 18' Depth)	1	EA						
A-62	Set Pre-Cast Concrete Wet well - 12' Diameter (18' - 20' Depth)	1	EA						
A-63	Set Pre-Cast Concrete Valve Vault – 8'x6' Rectangular	1	EA						

B I D F O R M S

Item #	Description	Estimated Annual Average Quantity	UOM	1st Year Unit Price	Extended Cost	2nd Year Unit Price	Extended Cost	3rd Year Unit Price	Extended Cost
A-64	Set Pre-Cast Concrete Valve Vault - 6' Diameter	1	EA						
A-65	Set Pre-Cast Concrete Valve Vault - 8' Diameter	1	EA						
A-66	Core Manhole	3	EA						
A-67	Hourly Rate for Emergency Sewer Repairs; Including Labor, Equipment, & Trucks (Emergency Work)	10	HR						
A-68	Hourly Rate for Sewer Replacements, Service Connections, and Other Miscellaneous Work; Including Labor, Equipment, & Trucks	200	HR						
A-69	Hourly Rate For Crane Truck Work	10	HR						
A-70	Hourly Rate for Building Improvement, Maintenance, Repair, or Miscellaneous Labor	80	HR						
				Total Year One		Total Year Two		Total Year Three	
	TOTALS								
THREE YEAR GRAND TOTAL									

B I D F O R M S

These averages are for evaluation purposes only and in no way serves as a guarantee of future contract hours as to labor or equipment usage. The actual needs of NU will dictate the actual personnel and equipment needed at any particular time.