



REQUEST FOR QUOTATION
For
“Engineering Services for Runaway Point Lift Station Upgrade”

QUOTE NUMBER: 13-0052-7

The Number Must Appear On All Quotations and Related Correspondence.

A **MANDATORY CONFERENCE AND SITE VISIT** has been scheduled to be conducted at **the Runaway Point Lift Station located next to 100 Runaway Point Drive, Savannah, Georgia, at 10:00AM on June 5, 2013**, to discuss the specifications and resolve any questions and/or misunderstanding that may arise. **Attendance is MANDATORY.** Firms which are not represented at the conference and site visit will not be permitted to compete further for this solicitation.

Quotation must be received NOT LATER THAN 2:00 PM, on June 13, 2013 at the office of the Purchasing Agent. Quotes may be faxed, emailed, mailed or hand delivered.

Address Reply To: Robin Maurer, 912-790-1623

Mail to: 1117 Eisenhower Drive Suite C Savannah Georgia 31406

Fax to: 912 -790-1627

Email to: rlmaurer@chathamcounty.org

NAME OF BIDDER: _____

STREET ADDRESS: _____

CITY, STATE, ZIP CODE: _____

PHONE: _____ **FAX:** _____

EMAIL: _____ **FED TAX ID #:** _____

INDICATE MINORITY OWNERSHIP STATUS OF BIDDER (FOR STATISTICAL PURPOSES ONLY):

CHECK ONE:

_____ NON-MINORITY OWNED

_____ AFRICAN AMERICAN

_____ HISPANIC

_____ ASIAN AMERICAN

_____ AMERICAN INDIAN

_____ WOMAN

Background and Objectives

The Chatham County Department of Public Works and Park Services requests engineering services to upgrade and improve the existing facilities at the Runaway Point Lift Station located off of President Street. The existing submersible pump will require the following upgrades:

- (1) Pig sewer force main.
- (2) Remove contents from the existing wet well and rehab interior with shotcrete and epoxy liner.
- (3) Install two (2) new submersible pumps with constant speed drives, pump guide rails, piping, and floats for level control. We use ABS pumps for standardization.
- (4) Construct a new receiving manhole on the gravity sewer upstream of the wet well to enable by-pass around the wet well during pump installation.
- (5) Install permanent bypass pump which shall include a self-contained fuel tank, all housed in a weather enclosure with an automatic transfer switch.
- (6) Install an Omni auto-dialer to alert County personnel of station alarms.
- (7) Install new piping with shut off for bypass operation, there is not one at this time.
- (8) Install a new pump control panel, disconnect, and transfer switch.

Project Approach

This RFQ is based on an engineering firm to provide services from preliminary engineering through assistance during construction. It includes preparation of plans and specifications for bidding, acquiring permits, bidding assistance, and construction support services.

Scope of Services

The engineering Firm will provide the following services to meet this project's objectives:

Preliminary Engineering

Prior to beginning work the engineering firm will conduct a kickoff meeting with County staff to review various project elements including: project schedule, County requirements, design criteria, review site conditions, specific project needs and concerns and other issues that are appropriate.

The engineering firm will prepare the technical memorandum (TM), in letter format, to assess the necessary lift station modifications. Pump down and pressure tests will be performed to evaluate the existing pump conditions. The system will also be evaluated to determine the required capacity. The TM will also address the electrical and instrumentation modifications for the station (including siting the new electrical generator) and the feasibility of the continued use of the existing piping, structures and electrical equipment and alternative locations for the by-pass pumping manhole. A recommendation will be included for cleaning and coating the wet well to provide for protection against deterioration. The TM will provide a construction cost estimate for the project. County will provide as-built drawings for the existing lift station and force main which shall form the basis of the evaluation. The existing site features will be measured to create a "base drawing" for the detailed design.

Detailed Design and Permitting

Civil / Process Mechanical

Engineering firm will show and specify the work necessary to rehab and upgrade the submersible pump station. The pumps will be specified as explosion proof (class 1, Group D, Div.1) to meet NFPA 820 requirements. Existing piping and valves inside the valve vault which shall remain and be painted with exception of the existing pipes between the wet well and valve vault which shall be replaced. It is

assumed that the force main will not be replaced from the valve vault to its discharge location. No geotechnical investigations, site surveys, property line confirmations, or wetland delineations will be performed under this scope of work. Elevation data at the lift station sites to be used for this project will be provided by others. Easement and property acquisition services are not included in this scope of work. Permits will be obtained from GA EPD. Chatham County shall pay all permit application fees.

Additionally, the by-pass pumping manhole will be shown on the influent sewer to the wet well to allow for work to rehab and upgrade the lift station. Ten connection points to the existing force main will be shown in order that the contractor can connect and establish by-pass pumping during construction of the project. Also, the contract documents will contain wording to require that the contractor perform the by-pass pumping with adequate pumps and personnel in order to maintain the flow during construction. The demolition work and the erosion control measures necessary due to land disturbance will be shown. A gas detection and alarm system will be added to the wet well in order to meet NFPA 820 requirements. No odor control system will be installed at the lift station.

Electrical

The design will address the new generator, pump controls, transfer switch, and disconnect that will be installed on site. A new overhead electrical service will be provided through a main switchboard. New lighting will be provided on site.

Instrumentation

An auto-dialer will be installed to alert County personnel of station alarms, including high wet well level, wet well pump fail, loss of station power, and high methane and petroleum gas level conditions.

Contracts and Specifications

Engineering firm will provide technical specifications (Division 1 and higher) and a bid form for use by the County to prepare contract documents. The engineering firm will also provide one set of construction drawings to the County.

Bidding Assistance and Construction Support Services

Once design is completed, the engineering firm will assist in the following activities:

Bidding Assistance

In preparation for bidding and construction the engineering firm will provide the following:

- Address/respond to addenda questions, as necessary
- Attend pre-bid meeting
- Evaluate bids received along with County representative, including tabulation of bids

Construction Support Services

The engineering firm will initiate the following activities during construction:

- Prepare and transmit conformed documents to contractor

- Conduct and prepare minutes of pre-construction conference
- Review shop drawings
- Respond to contractor's and County's requests for information (RFI's)
- Review contractor's application for payment and participate in monthly progress meetings (site visits to be determined)
- Perform pre-final and final inspections
- Transmit contractor's "Record Drawings"
- Close out project

Project is to be completed within 90 calendar days after receipt of purchase order.

For any questions regarding the Request for Quote, please contact Robin Maurer, Procurement Specialist, at 912-790-1623

Description	LUMP SUM FEE
Engineering Services for Runaway Point Lift Station Upgrade	\$

Please Print Name

Authorization Signature

Date_____

Request for Quotation Instructions

1. **Quote must be submitted on sheets provided in spaces indicated.**
2. All information required by request for quotation must be completed to constitute a proper bid.
3. Price Protection Period of sixty (60) days for all items desired from date of bid opening. Vendors are advised that prices in effect at time of bid shall apply and not be subject to revision at time of shipment.
4. Minority/Women Business Enterprise (MWBE) Policy: It is the policy of the County to provide minority and women owned business enterprises with equal opportunity for participating in selling goods and services to the County.
5. A copy of your current business license shall be submitted with your quote.
6. **Insurance Provisions:** The selected Contractor shall be required to procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Quote. **Contract work will not proceed unless Chatham County has in their possession, a current Certificate of Insurance.**
7. **Employment Eligibility Verification:** As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the “Employment Eligibility Verification (EEV) Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: <https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>. Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement.”
8. O.C.G.A. § 50-36-1, requires Georgia’s cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain “public benefits” are legally present in the United States. Contracts with the County are considered “public benefits.” Therefore, the bidders are required to provide the Affidavit Verifying Status for Chatham County Benefit Application prior to receiving any County contract. The affidavit is included as part of this bid package.
9. The original invoice is to be submitted to the County Finance Department. The purchase order number must be shown on all invoices and packing lists.
10. References may be requested of the successful bidder.

THIS IS NOT AN ORDER

CONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of CHATHAM COUNTY has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ____, 201__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires:

SUBCONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ (name of contractor) on behalf of CHATHAM COUNTY has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91 (b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five (5) business days of receipt, a copy of such notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ____, 201__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC
My Commission Expires:

***Systematic Alien Verification for Entitlements (SAVE)
Affidavit Verifying Status for Chatham County Benefit Application***

By executing this affidavit under oath, as an applicant for a Chatham County, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a Chatham County contract for _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 § USC 1641) or non-immigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date

Printed Name:

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20____

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires: